

# Regulations for Other Administrative Measures

In

UNIVERSITY OF ENGINEERING & MANAGEMENT, JAIPUR



**UNIVERSITY OF ENGINEERING & MANAGEMENT, JAIPUR**

(Approved by AICTE and recognized by UGC, Ministry of HRD, Govt. of INDIA)

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## **1. Teaching Quality Measurement.**

Teacher's performance will be measured by the quality of student's output. Feedback of teachers will be taken from students and peers. Other important craters will be sponsored research/project/consultancy etc. achieved by the teacher. Students' welfare will be the reason for the University to exist and survive.

## **2. Accounting policy, financial procedure and preparation of budget:**

- i) The Accounting Policy, Financial Procedures and preparation of budget of the University shall be maintained in accordance with the standard accounting procedures of Institute of Chartered Accountants, India.
- ii) Unless otherwise provided, the financial statements of the University shall be prepared as per Indian Accounting Standards laid down by Institute of Chartered Accountants, India. Accounts will be audited and certified by a Chartered Accountant every year.
- iii) The Law Officer of the University shall assist the President to account for the declaration of **income, assets and liabilities of the University** and prepare and obtain approval of contents of related documents

## **3. Matters relating to Hostel including disciplinary controls therein:**

- i. Once a student applies for hostel accommodation, it will be assumed that he/she would stay in the hostel throughout completion of his/her respective course. However, if somebody wants to vacate hostel it cannot be done before the year end.
- ii. The hostel fee for one year will be collected at the beginning of every academic year, which will not be refunded under any circumstances.
- iii. Visitors including parents and relatives shall need to take permission from the competent authority before entering the hostel.
- iv. Boarders shall not be allowed to take anybody except parents of students in to the hostel rooms during day time i.e. between 8 AM to 5 PM. Father cannot be allowed in female hostels. Unless accompanied by a female no male teacher or staff can enter the female hostels.

- v. Consumption of alcohol or addictive drugs will be strictly prohibited. Any student found guilty of this offence he/she will be expelled not only from the hostel but also from the institution without any further enquiry or intimation.
- vi. The hostel residents shall be in their room by 6:30 pm, if somebody has any valid reason for getting delayed he/she shall need to report to the hostel authority. In any case, a hostel resident shall not be permitted to be outside or to go outside after 9.00 pm.
- vii. Students living in hostels shall need to obtain prior written permission from the competent authority, if they wish to go out on holidays.
- viii. Students shall need to maintain decency in the hostel so as to avoid any disturbance to the neighborhood. In case of any complaint are received from the neighbours, other hostel inmates or anybody concerned, stern action including expulsion from the hostel against will be taken.
- ix. Boarders shall need to keep the hostel as well as the rooms neat & clean and properly arranged. All the occupants of the rooms shall be jointly responsible for any damage to fittings and furniture of their room.
- x. The students shall need to hand over the room allotted to him / her at the end of the academic year, in the same condition as it was, when he / she had taken occupation of it. In exception, a fine of Rs. 5,000/- per person will be levied. This money will be transferred to student Gymkhana.
- xi. Ragging or harassment is a criminal offence. Any student involved in such activities will be expelled from the institution immediately on receipt of complaint.
- xii. Every student will be expected to live up to the decorum/decency for which the college stands. Anyone who damages the reputation of hostel in any way may be expelled.
- xiii. Electrical appliances like heaters, immersion rods, and iron boxes etc. shall not be used by the student without prior written permission from the competent authority.
- xiv. All hostel inmates shall need to switch off all the electrical appliances before leaving

the room.

- xv. Boarders shall not be allowed to leave the hostel without prior permission from the hostel superintendent/competent authority.
- xvi. No meetings & any other functions shall be allowed in the hostel premises without the prior permission of the competent authority. Inside hostel, smoking, consuming of alcohol are serious offences and immediate expulsion from hostel will be done.
- xvii. Boarders shall need to abide by the rules & regulations of the hostel and notifications/orders issued by the competent authority from time to time.
- xviii. Non-compliance to any of the hostel rules and regulations shall be treated as misconduct and appropriate disciplinary action including expulsion from the hostel shall be taken against the student.
- xix. It should be given in undertaking by a boarder that he/she not have any pre existing illness, e.g., epilepsy, asthma, chronic depression, eczemas, diabetes, heart and liver ailments etc.

#### **4. Terms and conditions Governing Deputation of officers and staffs:**

- i) Teaching staff and/or a Non-teaching staff may be deputed to any other institute/university owned by the promoting body for a period of maximum 12months at a time.
- ii) During the period of deputation he/she will normally be eligible to draw his grade pay, all other allowances, medical facilities/insurance, leave, provident fund and gratuity he/she was eligible just prior to the deputation, subject to existence of such rules in the University at that time.

#### **5. The mode of execution of contract and agreement by or on behalf of the University:**

- a) Important contracts/agreements by or on behalf of the University shall be normally authenticated/approved by the Law Officer of the University and shall be executed

by the Chairperson/Registrar.

- b) For associations of the University with other institutions, the cooperation shall be for the purposes of developing international educational opportunities for students and for the promotion of research activities on the part of Faculty members.
- c) The cooperation shall relate to exchange of students and Faculty members for lecturing and studies and/or research, exchange of information and publications, other activities of mutual interest, and the details of implementation of such activities shall be discussed and mutually agreed.