



PIR ROSHAN INSTITUTE OF PROGRESSIVE SCIENCES AND TECHNOLOGIES, MIRANSHAH ACT, 2023



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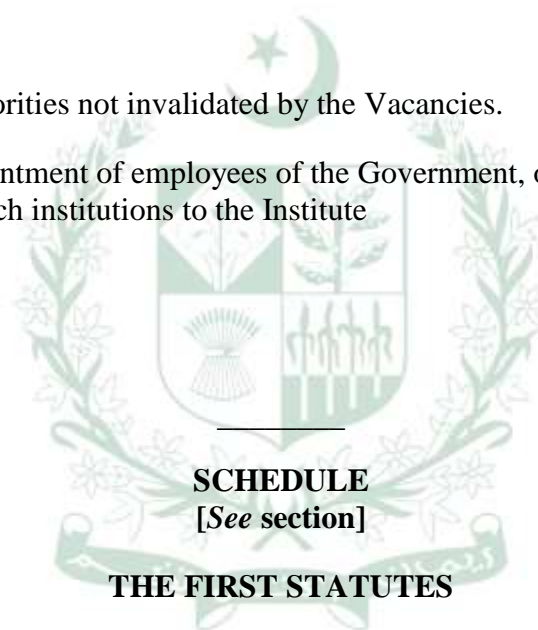
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PIR ROSHAAN INSTITUTE OF PROGRESSIVE SCIENCES AND TECHNOLOGIES, MIRANSHAH ACT, 2023

ACT No. XXV OF 2023

AN

[18th April, 2023]

ACT

to provide for the establishment of Pir Roshaan Institute of Progressive Sciences and Technologies, Miranshah, Khyber Pakhtunkhwa

WHEREAS it is expedient to provide for the establishment of Pir Roshaan Institute of Progressive Sciences and Technologies at Miranshah and to provide for matters connected therewith and ancillary thereto:

It is hereby enacted as follows:—

1. Short title and commencement.—(1) This Act shall be called the Pir Roshaan Institute of Progressive Sciences and Technologies, Miranshah Act, 2023.

(2) It shall come into force at once.

2. Definition.— In this Act, unless there is anything repugnant in the subject or context,—

- (i) “Academic Council” means the Academic Council of the Institute;
- (ii) “Affiliated College” means educational institution affiliated to the Institute but not maintained, or administered by it;
- (iii) “Authority” means any of the Authorities of the Institute specified or set up in terms of section 24;
- (iv) “Board” means the Board of Governors of the Institute;
- (v) “Campus” means a Campus of the Institute;
- (vi) “College” means a constituent college or an affiliated college;
- (vii) “Chancellor” means the Chancellor of the institute;
- (viii) “Chairperson” means the Chairperson of the Board of Governors;
- (ix) “Commission” means the Higher Education Commission set up by the Higher Education Commission Ordinance, 2002 (LIII of 2002), Amendment Act XXI 2021 and Second Amendment Act XXII of 2021;
- (x) “Constituent College” means an educational institution, by whatever name described, maintained, and administered by the institute;
- (xi) “Controller of Examination” means Controller of Examination of the Institute;

- (xii) “Dean” means the head of a faculty or the head of an academic body granted the status of a Faculty by this Act or by the Statutes or Regulations;
- (xiii) “department” means a teaching department maintained and administered, or recognized by the institute in the manner prescribed;
- (xiv) “Director” means the head of an institute established as a constituent institution by the Institute by Statutes or emulations in terms of the powers delegated by this Act;
- (xv) “employees” means whole time teachers, officers and other staff appointed or inducted and paid by the institute;
- (xvi) “Faculty” means an administrative and academic unit of the institute consisting of one or more departments, as prescribed;
- (xvii) “Government” means the Federal Government;
- (xviii) “PIPST” means Pir Roshan Institute of Progressive Sciences and Technologies;
- (xix) “Prescribed” means prescribed by Statutes, Regulations or Rules and made under the Act;
- (xx) “Minister” means Federal Minister for Federal Education and Professional Training, Islamabad;
- (xxi) “Ministry” means Ministry of Federal Education and Professional Training, Islamabad;
- (xxii) “Principal” means the head of a College;
- (xxiii) “Pro-Chancellor” means Pro-Chancellor of the Institute;
- (xxiv) “Representation Committees” means the Representation Committees instituted under section 32;
- (xxv) “Rector” means the Rector of the Institute.
- (xxvi) “Registered Graduate” means a graduate of the Institute whose name has been entered in the register maintained for the purpose;
- (xxvii) “Registrar” means Registrar of the Institute;
- (xxviii) “Review Panel” means the Review Panel set up by the Chancellor in accordance with the provisions of section 9;
- (xxix) “Schedule” means a Schedule to the Act;
- (xxx) “Search Committee” means the Search Committee set up by the Board of Governors (BOG) under section 14;

- (xxxi) “Statutes”, and “Rules” mean respectively the Statutes, the Regulations and the Rules made under this Act and for the time being in force;
- (xxxii) “Syndicate” means the Syndicate of the institute;
- (xxxiii) “Teachers” include Professors, Associate Professors, and Assistant Professors and Lecturers engaged whole-time by the Institute or by a constituent or affiliated college and such other persons as it may be declared to be teachers by Regulations;
- (xxxiv) “Director Finance” means Director Finance of the Institute; and
- (xxxv) “Institute Teacher” means a whole-time teacher appointed and paid by the institute, or recognized by the institute as such.

CHAPTER-I THE INSTITUTE

4. Establishment of the Institute.—(1) The Government shall, by notification, establish an Institute to be called the Pir Roshan Institute of Progressive Sciences and Technologies with its principal seat/main campus located at Miranshah, Khyber Pakhtunkhwa.

(2) The Institute shall be a body corporate having perpetual succession and a common seal with power to acquire, transfer, hold and dispose of movable or immovable property and shall, by the said name, sue and be sued.

(3) Notwithstanding anything contained in any other law for the time being in force, the Institute shall have academic, financial, and administrative autonomy, including the power to employ officers, teachers and other employees on such terms as may be prescribed, subject to the terms of this Act and rules, regulation and policies prescribed under the Higher Education Commission Ordinance, 2002 (LIII of 2002), Amendment Act XXI 2021 and Second Amendment Act XXII of 2021. In particular, and without prejudice to the authority granted to the Commission by the law, the Government or an authority or auditor appointed by the Government shall have no power to question the policy underlying the allocation of resources approved by the Board of Governors (BoG) in the annual budget of the Institute.

(4) The Institute may, with the prior approval of the Chancellor and the Commission, open a campus or sub-campus of the Institute within Pakistan and abroad.

(5) The Institute shall be liable to provide facilities to the representatives of the Higher Education Commission (HEC), the Pakistan Engineering Council (PEC), Pakistan Medical Commission (PMC) or such similar relevant organizations for visitation to enable them to verify that the Institute is maintaining appropriate academic standards.

5. Powers and Purposes of the Institute:—The Institute shall have the following powers and functions, namely:—

- (i) provide for education in natural and applied science, health sciences, engineering, management sciences, computing, social sciences, humanities as arts, emerging technologies, and other such branches of knowledge as it may deem fit, and make provisions for research, service to the society and for the

application, advancement, and dissemination of knowledge in such manner as it may determine;

- (ii) provides for education and scholarship, and makes provision for research, service to society and for the application, advancement, and dissemination of knowledge;
- (iii) prescribes courses of studies that are conducted, holds examinations and award, confers degrees, diplomas, certificates, and other academic distinctions who have been admitted to and have passed its examinations under prescribed conditions;
- (iv) decide innovative teaching methods and strategies to ensure the most effective educational and training programmers meeting international standards;
- (v) hold examinations in the prescribed manner meeting international standards and, if a person qualifies the examination, award him the requisite degree, diploma, certificate, and other academic distinction;
- (vi) prescribes the terms and conditions of employment of the officers, teachers and other employees of the Institute and lays down terms and conditions that may be different from those applicable to government servants in general;
- (vii) engages, where necessary, persons on contracts of specified duration and specifies the terms of each engagement;
- (viii) confers honorary degrees or other distinctions on approved persons in the manner prescribed;
- (ix) maintain linkages with alumni;
- (x) provide and support the academic development of the faculty of. the Institute;
- (xi) confer degree on a person who has successfully conducted research in the prescribed manner;
- (xii) institute Professorship, Associate Professorship, Assistant Professorship and Lectureship or any other post and may appoint a person to the post;
- (xiii) create a post for research, extension, administration, or other related purposes and appoint a person to the post;
- (xiv) provide for the residence of the students, establish, and maintain halls of residence and may approve or license a hostel, lodging or boarding place;
- (xv) demand and receive such fees and other charges as it may determine;
- (xvi) provides instruction for persons not being students of the Institute as it may prescribe, and grant certificates and diplomas to such persons;
- (xvii) provides career counseling and job search services to students and alumni;
- (xviii) institutes and awards financial assistance to students in need, fellowships, scholarships, bursaries, medals, and prizes under prescribed conditions;

- (xix) establishes teaching departments, schools, colleges, faculties, institutes, museums, and other centers of learning for the development of teaching and research and to make such arrangements for their maintenance; management, and administration as it may prescribe;
- (xx) maintains order, discipline, and security on the campuses of the Institute and the colleges;
- (xxi) promotes the extra-curricular and recreational activities for students, and makes, arrangements for promoting their health and general welfare;
- (xxii) provide any other prescribed or ancillary service.
- (xxiii) institute programs for the exchange of students and teachers between the Institute and any other Institute, educational institution, or research organization;
- (xxiv) develop and implement fund-raising plans;
- (xxv) accept an examination and the period of study spent by a student of the Institute at any other Institute or place of learning equivalent to an examination or period of study of the Institute and may withdraw such acceptance;
- (xxvi) cooperate with a public authority, Institute, or private organization in the prescribed manner;
- (xxvii) to collaborate with foreign partners in developing degree programs and promote linkages;
- (xxviii) make provision for research, advisory or consultancy services and enter into arrangements with any other institution, public or private body, commercial or industrial enterprise in the prescribed manner;
- (xxix) develop an associated Technology Park of international standard;
- (xxx) develop research commercialization and intellectual property policy for promotion of commissioned research, spin off companies, and incubators
- (xxxi) develop a research fund for the faculty research and innovation, managed independently in line with international funding agencies;
- (xxxii) receives and manages property transferred and grants, contributions made to the Institute and to invest any fund representing such property, grants, bequests, trusts, gifts, donations, endowments, or contributions in such manner as it may deem fit; and
- (xxxiii) enter into, carry out, vary or cancel contracts;
- (xxxiv) provides for the printing and publication of research and other works;
- (xxxv) admit any college or other educational institution to its privileges or withdraw such privileges in the prescribed manner;

(xxxvi) affiliate or disaffiliate a college or any other educational institution in the prescribed manner;

(xxxvii) to inspect colleges and other educational institutions affiliated or seeking affiliation with it; and

(xxxviii) exercise any power ancillary to the above powers or as may be prescribed.

6. Institute to be open to all classes and creeds:—The Institute shall be open to all persons irrespective of gender, religion, race, domicile, creed, class or color and no person shall be denied the privileges of the Institute on any such ground.

7. Fee and other Charges:—(1) An increase in any fee or charge that is in excess of ten percent per annum on an annualized basis from the last such increase may not be made except in special circumstances, and only with the approval of the Board of Governors (BoG) and endorsement of the Chancellor.

(2) The Institute shall setup financial aid programs for students in need, to the extent considered feasible by the Board of Governors (BoG) given the resources available, to enable admission and access to the Institute and the various opportunities provided by it to be based on merit rather than ability to pay:

Provided that the Institute may initiate self-finance schemes covering not more than ten per cent of the total number of candidates in any on campus taught course or research-based program of study.

CHAPTER-II OFFICERS OF THE INSTITUTE

8. Officers of the Institute:—The following shall be the officers of the Institute:—

- (a) Chancellor;
- (b) Pro-Chancellor;
- (c) Rector;
- (d) Deans;
- (e) Chairpersons / HoDs;
- (f) Controller of Examinations;
- (g) Director (Administration);
- (h) Director Planning & Development
- (i) Director (QEC);
- (J) Director Students Affairs;
- (k) Director ORIC;

- (l) Internal Auditor;
- (m) Director Finance;
- (n) Registrar; and
- (o) Such other persons as may be prescribed,

9. Chancellor.—(1) The President of Pakistan shall be the Chancellor of the Institute and shall, when present, preside over the Convocation of the Institute.

(2) The members of the Board of Governors (BoG) shall be appointed by the Chancellor from amongst the persons recommended by the Representation Committee set up for this purpose established in accordance with the Act and the Statutes, as the case may be, along with those elected.

(3) Every proposal to confer an honorary degree shall be subject to confirmation by the Chancellor:-

- (a) If the Chancellor is satisfied that serious irregularity or mismanagement with respect to the affairs of the Institute has occurred, the Chancellor may, as regards proceedings of the Board of Governors (BoG), direct that specified proceedings be reconsidered, and appropriate action taken within one month of the direction having been issued. Provided that if the Chancellor is satisfied that either no reconsideration has been carried out or that the reconsideration has failed to address the concern expressed, the Chancellor may, after calling upon the Board of Governors (BoG) to show cause in writing or through Review Panel to examine and report to the Chancellor on the functioning of the Board of Governors (BoG).
- (b) as regards proceedings of any Authority or with respect to matters within the competence of any Authority other than the Board of Governors (BoG), direct the Board of Governors (BoG) to exercise powers under section 30.

10. Removal from the Board of Governors (BoG).—(1) The Chancellor may, upon the recommendation of the Review Panel, remove any person from the membership of the Board of Governors (BoG) on the ground that such person:—

- (a) has become of unsound mind; or
- (b) has become incapacitated to function as member of the Board of Governors (BoG); or
- (c) has been convicted by a court of law for an offence involving moral turpitude; or has absented himself from two consecutive meetings without just cause; or
- (d) has been guilty of misconduct, including use of position for personal advantage of any kind, or gross inefficiency in the performance of functions.

(2) The Chancellor shall remove any person from the membership of the Board of Governors (BoG) on a resolution calling for the removal of such person supported by at least three-fourths of the membership of the Board of Governors (BoG):

Provided that before passing such resolution, the Board of Governors (BoG) shall provide the member concerned a fair hearing:

Provided further that the provisions of this section shall not be applicable to the Rector in his capacity as a member of the Board of Governors (BoG).

11. Pro-Chancellor.— (1) The Federal Minister dealing with the subject of education shall be the Pro-Chancellor of the Institute and Chairperson of the Board of Governors (BoG).

(2) In the case of non-availability of Chancellor, the Pro-Chancellor shall preside at Convocation of the Institute.

12. Rector.—(1) An eminent scholar or distinguished Administrator with repute of educational management and leadership shall be appointed as Rector on such terms and conditions as may be prescribed.

(2) The Rector shall be the Chief Executive Officer of the Institute responsible for all administrative and academic functions of the Institute and for ensuring that the provisions of the Act, Statutes, Regulations and Rules are faithfully observed to promote the general efficiency and good order of the institute. The Rector shall have powers prescribed for this purpose, including administrative control over the officers, teachers, and other employees of the Institute.

(3) The Rector shall, if present, be entitled to attend any meeting of any Authority or body of the Institute.

(4) The Rector may, in an emergency that in his/her opinion requires immediate action ordinarily not in the competence of the Rector, take such action and forward, within seventy-two hours, a report of the action taken to the members of the Emergency Committee of the Board of Governors (BoG), to be set up by Statutes. The Emergency Committee may direct such further action as is considered appropriate.

(5) The Rector shall be appointed for a period of four (04) years on terms and conditions prescribed by Statutes.

(6) At any time when the office of the Rector is vacant or the Rector is absent or is unable to perform the functions of his office due to illness or some other cause, the Board of Governors (BoG) shall make arrangements, accordingly.

13. Powers of the Rector.— (1) The Rector shall be the Chief Executive Officer of the Institute and shall ensure that the provisions of the act, statutes, regulations, and rules are faithfully observed.

(2) The Rector shall, if present, be entitled to attend any meeting of any Authority or body of the Institute.

(3) Subject to the general supervision and control of the Syndicate, the Rector may:—

- (a) direct a teacher, officer, or other employee of, the Institute to take up such assignment in connection with examination, administration, or any other activity in relation to the Institute;

- (b) sanction by re-appropriation an amount not exceeding an amount prescribed by the Board of Governors (BoG) for an unforeseen item not provided for in the budget and report it to the Board of Governors (BoG) at the next meeting;
- (c) make appointments of such categories of employees of the Institute and in such manner as may be prescribed;
- (d) take disciplinary action against a teacher, officer, or any other employee of the Institute in the prescribed manner;
- (e) delegate, subject to such conditions as may be prescribed, any of his powers to a teacher or officer of the Institute; and
- (f) exercise such other powers as may be prescribed.

(4) The Rector shall prepare an annual report containing information as regards the preceding academic year including disclosure of all relevant facts pertaining to academics, research, administration, and finances of the Institute.

(5) The Rector shall, within three months of the end of an academic year, submit the annual report of the Institute before the Board of Governors (BoG).

(6) The Rector's annual report shall be made available, prior to its presentation before the Board of Governors (BoG), to all officers and Institute teachers and shall be published in such numbers as are required to ensure its wide circulation.

14. Appointment and Removal of the Rector.—(1) The Rector shall be appointed by the Chancellor based on recommendations made by the Board of Governors (BoG).

(2) A Search Committee for the recommendation of persons suitable for appointment as Rector shall be constituted by the Board of Governors (BoG) on the date and in the manner prescribed by the Statutes and shall consist of two eminent members of society nominated by the Chancellor, of whom one shall be appointed the Convener, two members of the Board of Governors (BoG), two distinguished Institute Teachers who are not members of the Board of Governors (BoG) and one member of academic eminence not employed by the Institute. The two distinguished Institute Teachers shall be selected by the Board of Governors (BoG) through a process, to be prescribed by statutes that provide for the recommendation of suitable names by the Institute Teachers in general. The Search Committee shall remain in existence till such time that the appointment of the next Rector has been made by the Chancellor.

(3) The persons proposed by the Search Committee for appointment as Rector shall recommend a panel of three persons, in order of priority for appointment as Rector by the Chancellor:

Provided that the Chancellor may decline to appoint any of the three persons recommended and seek recommendation of a fresh panel. In the event of a fresh recommendation being sought by the Chancellor, the Search Committee shall make a proposal to the Board of Governors (BoG) in the prescribed manner:

Provided further that for the appointment of the first Rector, Commission shall act as the Board of Governors (BoG) to recommend the nominations for the Search Committee or the Panel of three nominations to the Chancellor for appointment of the first Rector, in consultation with the Government.

(4) The Rector shall be appointed for a renewable tenure of four years on terms and conditions prescribed by Statutes. The tenure of an incumbent Rector shall be renewed once by the Chancellor on receipt of a resolution of the Board of Governors (BoG) in support of such renewal:

Provided that the Chancellor may call upon the Board of Governors (BoG) to reconsider such a resolution once.

(5) The Board of Governors (BoG) may, pursuant to a resolution in this behalf passed by three-fourths of its membership, recommend to the Chancellor the removal of the Rector on the ground of inefficiency, moral turpitude or physical or mental incapacity or gross misconduct, including misuse of position for personal advantage of any kind:

Provided that the Chancellor may make a reference to the Board of Governors (BoG) stating the instances of inefficiency, moral turpitude or physical or mental incapacity or gross misconduct on the part of the Rector that have come to his notice. After consideration of the reference the Board of Governors (BoG) may, pursuant to a resolution in this behalf passed on two thirds of its membership, recommend removal of the Rector:

Provided further that prior to a resolution for the removal of the Rector being voted upon, the Rector shall be given an opportunity of being heard.

(6) A resolution recommending the removal of the Rector shall be submitted to the Chancellor forthwith. The Chancellor may accept the recommendation and order removal of the Rector or return the recommendation to the Board of Governors (BoG).

(7) At any time when the office of the Rector is vacant, or the Rector is absent or is unable to perform the functions of his/her office due to illness or some other cause, the Board of Governors (BoG) shall make such arrangements for the performance of the duties of the Rector as may deem fit.

15. Registrar.— (1) There shall be a Registrar of the Institute to be appointed by the Board of Governors (BoG) on the recommendation of the Selection Board, on such terms and conditions as may be prescribed.

(2) The experience as well as the professional and academic qualifications necessary for appointment to the post of Registrar shall be as may be prescribed.

(3) The Registrar shall be a full-time officer of the Institute and shall,—

- (a) be the administrative head of the secretariat of the Institute and be responsible for the provision of secretariat support to the Authorities of the Institute;
- (b) be the custodian of the common seal and the academic records of the Institute;
- (c) maintain a register of registered graduates in the prescribed manner;
- (d) supervise the process of election, appointment, or nomination of members to the various authorities and other bodies in the prescribed manner; and
- (e) perform such other duties as may be prescribed.

(4) The term of office of the Registrar shall be a renewable period of three years:

Provided that the Board of Governors (BoG) may, on the advice of the Rector, terminate the appointment of the Registrar on grounds of inefficiency or misconduct in accordance with prescribed procedure.

16. Controller of Examinations.—(1) There shall be a Controller of Examinations, to be appointed by the Board of Governors (BoG) on the recommendation of the Selection Board, on such terms and conditions as may be prescribed.

(2) The minimum qualifications necessary for appointment to the post of the Controller of Examinations shall be as may be prescribed.

(3) The Controller of Examinations shall be a full-time officer of the Institute and shall be responsible for all matters connected with the conduct of examinations and perform such other duties as may be prescribed.

(4) The Controller of Examinations shall be appointed for a renewable term of three years:

Provided that the Board of Governors (BoG) may, on the advice of the Rector, terminate the appointment of the Controller of Examinations on grounds of inefficiency or misconduct in accordance with prescribed procedure.

17. Director Finance.—(1) There shall be a Director Finance of the Institute to be appointed by the Board of Governors (BoG) on the recommendation of the Selection Board or by deputation from any Government organization, on such terms and conditions as may be prescribed.

(2) The experience and the professional and academic qualifications necessary for appointment to the post of the Director Finance shall be as may be Prescribed.

(3) The Director Finance shall be the chief financial officer of the Institute and shall:—

- (a) Manage the assets, liabilities, receipts, expenditures, funds, and investments of the Institute;
- (b) prepare the annual and revised budget estimates of the Institute and present them to the Syndicate or a committee thereof for approval and incorporation in the budget to be presented to the Board of Governors (BoG);
- (c) ensure that the funds of the Institute are expended on the purposes for which they are provided.
- (d) have the accounts of the Institute audited annually to be available for submission to the Board of Governors (BoG) within six months of the close of the financial year; and
- (e) perform such other duties as may be prescribed.

(4) The term of office of the Director Finance shall be a renewable period of three years:

Provided that the Board of Governors (BoG) may, on the advice of the Rector, terminate the appointment of the Director Finance on grounds of inefficiency or misconduct in accordance with prescribed procedure.

18. Director Planning and Development.—(1) There shall be a Director Planning and Development of the institute to be appointed by the Board of Governors (BoG) on the recommendation of the Selection Board on such terms and conditions as may be prescribed,

(2) The minimum experience as well as the professional and academic qualifications necessary for the appointment to the post of Director Planning and Development shall be prescribed,

(3) The Director Planning and Development shall be a full-time officer of the institute and shall be responsible for all matters connected with planning and development and perform such other duties as may be prescribed.

(4) The Director Planning and Development shall:

- (i) prepare short-term and long-term plans and development programs to meet vision, goals and priorities set by the Institute management/ Board of Governors (BoG);
- (ii) conduct comprehensive review, assessment, and analysis of development planning process (project identification, appraisal, selection, implementation, and monitoring) and mechanism;
- (iii) develop a strategy for improving development planning processes and mechanisms based on findings of the situation analysis;
- (iv) provide technical support in developing project proposals and PCs-I, for the Institute;
- (v) preparation of the PC-II, PC-I, PC-III, PC-IV, and PC-V;
- (vi) preparation of cash work and activity plan;
- (vii) preparation of quarterly expenditure statements;
- (viii) preparation of monthly and quarterly progress reports;
- (ix) to coordinate with works, purchase, store units and accounts;
- (x) to communicate/submit reports, plans, and projects to different donors.

(5) The Director Planning and Development shall be appointed for a renewable term of three years.

(6) The Board of Governors (BoG) may on the recommendations/ advice of Rector, terminate the services of Director Planning and Development appointed on regular basis on grounds of inefficiency or misconduct in accordance with the prescribed procedure.

19. Director Student Affairs.—(1) There shall be a Director Student Affairs of the Institute to be appointed by the Board of Governors (BoG) on the recommendation of Selection Board on such terms and conditions as may be prescribed.

(2) The minimum experience as well as the professional and academic qualifications necessary for the appointment to the post of Director Student Affairs shall be as may be prescribed.

(3) The Director Student Affairs shall be a full time officer of the Institute and shall:

- (i) be the In-charge of the Office of Student Affairs & Alumni (OSAA) and shall maintain the discipline of student in the Institute;
- (ii) play an active and leading role in overall learning, revisions on curriculum and co-curricular activities of the Institute students;
- (iii) be responsible of Learning Management System of the Institute;
- (iv) be the in charge of the office of international & National Linkages (OILN), which would include the management of international faculty, international students, faculty exchange, student exchange and International as well as National MoUs;
- (v) be the head of career counseling, placements, internships office;
- (vi) be the head of financial aid office;
- (vii) propose plans for the future needs of hostels, logistics for students and staff members;
- (viii) be the Members/Secretary of the Institute Discipline Committee.

(4) The term of office of the Director Student Affairs shall be a renewable period of three years.

(5) The Board of Governors (BoG) may on the recommendations/ advice of Rector, terminate the services of Director. Student Affairs appointed on regular basis on grounds of inefficiency or misconduct in accordance with the prescribed procedure.

20. Director Quality Enhancement Cell (QEC).—(1) There shall be a Director Quality Enhancement Cell (QEC) of the Institute to be appointed by the Board of Governors (BoG) on the recommendation of Selection Board on such terms and conditions as may be prescribed.

(2) The minimum experience as well as the professional and academic qualifications necessary for the appointment to the post of Director Quality Enhancement Cell (QEC) shall be as may be prescribed.

(3) The Director Quality Enhancement Cell (QEC) shall be a full-time officer of the Institute and shall be responsible to:

- (i) review the quality standards and the Quality of teaching and learning in each subject area;
- (ii) review the academic affiliations with other institutions in terms of effective management of standards and quality of programs;
- (iii) defining clear and explicit standards as points of reference to the review to be carried out. It should also help the employees to know as to what they could expect from candidates;

- (iv) developing qualifications framework by setting out the attributes and abilities that can be expected from the holder of a qualification, i.e. under-graduate and graduate programs;
- (v) developing program specifications. These are standards set of information clarifying what knowledge, understanding, skills and other attributes a student will have developed on successfully completing a specific program;
- (vi) developing quality assurance processes and methods of evaluation to affirm that the quality of provision and the standard of awards are being maintained and to foster curriculum, subject, and staff development together with research and other scholarly activities;
- (vii) ensure that the institute's quality assurance procedures are designed to fit in with the arrangements in place nationally and internationally for maintaining and improving the quality of Higher Education;
- (viii) developing procedures and processes, monitoring & evaluation systems, and standards for the following:
 - (a) approval of new program
 - (b) annual Monitoring and evaluation including program monitoring, faculty monitoring and student perceptions
 - (c) departmental review
 - (d) student feedback
 - (e) employer feedback
 - (f) quality assurance of undergraduate, graduate & doctoral programs
 - (g) institutional assessment and performance evaluation
 - (h) program specifications
 - (i) qualification frame-work

(4) Director Quality Enhancement Cell (QEC) shall be the member of all statutory bodies/committees of the Institute.

(5) The term of office of the Director Quality Enhancement Cell (QEC) shall be, a renewable period of three years.

(6) The Board of Governors (BoG) may on the recommendations/ advice of Rector, terminate the services of Director Quality Enhancement Cell (QEC) appointed on regular basis on grounds of inefficiency or misconduct in accordance with the prescribed procedure.

21. Director of Office of Research, Innovation and Commercialization (ORIC).— (1) There shall be a Director (ORIC) of the Institute to be appointed by the Board of Governors (BoG) on the recommendation of Selection Board on such terms and conditions as may be prescribed.

(2) The minimum experience as well as the professional and academic qualifications necessary for the appointment to the post of Director (ORIC) shall be as may be prescribed.

(3) The Director (ORIC) shall be a full-time officer of the Institute and shall:

- (i) manage and enhance the research activities of the Institute, develop research policies and priorities, work for fund raising for research, mobilize faculty, business community and industry for research commercialization and serve as an effective advocate for research with the Institute and to its broader community of stakeholders and supporters;
- (ii) to supervise all aspects of the operation of the Office for Research including research administration (budgeting, auditing, accounting, human resources, management & maintenance of facilities and equipment, implementation of research contracts and human resources);
- (iii) to develop programs and activities that will increase funding for research from all public and private sources, establish and maintain excellent relationships with donors and private sources, oversee proposals development and submission;
- (vi) to promote the development of public-private partnerships in support of Institute research, link the Institute's research community with the needs and priorities of the corporate sector, develop opportunities for applied research and explore opportunities for technology transfer and commercialization of Institute research (including incubators and research parks);
- (v) be responsible to monetize royalty streams from licenses;
- (vi) collaborate with the principal liaison for technical marking and licensing on the commercialization of the Institute's IP in coordination with other relevant department and offices;
- (vii) Director (ORIC) will work in close liaison with the office of research and development, planning and development, and Institute's technology park.

(4) The terms of office of the Director (ORIC) shall be a renewable period of three years.

(5) The Board of Governors (BoG) may on the recommendations/ advice of Rector, terminate the services of Director (ORIC) appointed. on regular basis on grounds of inefficiency or misconduct in accordance with the prescribed procedure.

22. Internal Auditor.— (1) The Internal Auditor of the Institute shall be appointed on regular basis by the Board of Governors (BoG) on the recommendation of the Selection Board or by deputation from officers of attached or sub-ordinate departments of Auditor General of Pakistan or Controller General of Accounts as the Board of Governors (BoG) may deem appropriate who fulfil the eligibility criteria to be appointed as Internal Auditor.

(2) The minimum experience as well as the professional and academic qualifications necessary for the appointment to the post of Internal Auditor shall be as may be prescribed.

(3) The Internal Auditor shall be responsible for pre-auditing of all bills and documents for all payments to be made by the Institute.

(4) The Board of Governors (BoG) may on the advice Rector, terminate the services of the Internal Auditor appointed on regular basis on grounds of in-efficiency or misconduct, in accordance with the prescribed procedure.

23. Other Officers. Subject to the provisions of this Act, the eligibility criteria, terms and conditions of the services and the powers and duties of other officers of the Institute shall be such as may be prescribed at the time of recruitment and hiring.

CHAPTER-III

AUTHORITIES OF THE INSTITUTE

24. Authorities.— (1) The following shall be the Authorities of the Institute, namely:—

(a) Authorities established by the Act,—

- (i) the Board of Governors (BoG);
- (ii) the Syndicate;
- (iii) the Academic Council;
- (iv) Search Committee for the appointment of the Rector;
- (v) the Representation Committees for appointment to the Board of Governors (BoG), Syndicate, and the Academic Council;
- (vi) Boards of Faculties;
- (vii) Board of Advanced Studies and Research;
- (viii) Finance and Planning Committee; and
- (ix) Selection Board.

(b) Authorities to be established by the Statutes,—

- (i) Graduate and Research Management Council;
- (ii) Recruitment, Development, Evaluation and Promotion committees for teachers and other staff whether at the level of the department, the faculty, or the institute;
- (iii) Career Placement and Internship Committee of each Faculty;
- (iv) Departmental Council; and
- (v) any other Authority as may be prescribed.

(2) The Board of Governors (BoG), the Syndicate and the Academic Council may set up such other committees or sub-committees, by whatever name described, as are considered desirable through Statutes or Regulations as appropriate. Such committees or sub-committees shall be Authorities of the Institute for the purposes of this Act.

25. The Board of Governors (BoG).—The body responsible for the governance of the Institute shall be described as the Board of Governors (BoG), and shall consist of the following, namely:—

- (a) the Pro-Chancellor, who shall be the Chairperson;
- (b) the Federal Secretary of the Ministry allocated with subject of Education, or his/her nominee not below the rank of Additional Secretary;
- (c) Rector of the Institute;
- (d) President Federation of Pakistan Chamber of Commerce and Industry (FPCCI) or his/her nominee;
- (e) four persons from society at large, preferably at least one female, being persons of distinction in the fields of administration, management, education, academics, law, accountancy, medicine, fine arts, architecture, agriculture, science, technology, industry, and engineering such that the appointment of these persons reflects a balance across the various field:

Provided that the special focus or affiliation of the Institute, to be declared in the manner prescribed, may be reflected in the number of persons of distinction in the areas of expertise relevant to the Institute who are-appointed to the Board of Governors (BoG);

- (f) one person from amongst the alumni of the Institute;
- (g) two persons from the academic community of the country, other than an employee of the Institute, at the level of professor or principal of a college;
- (h) four Institute Teachers One from each tier i.e. Professor, Associate Professor, Assistant Professor and Lecturer;
- (i) Chairperson, Higher-Education Commission, or his/her nominee not below the rank of BPS-19;
- (j) Vice-Chancellor, University of Peshawar; and
- (k) two eminent persons nominated by the Chancellor from Industry and education;

(2) The numbers of the members of the Board of Governors (BOG) described against clauses (f) to (i) of sub-section (1) may be increased by the Board of Governors (BoG) through Statutes subject to condition that total membership of the Board of Governors (BoG) does not exceed twenty-one, with a maximum of five institute Teachers, and the increase in balanced, to the extent possible, across the different categories specified in sub-section (1).

(3) Appointments to the Board of Governors (BoG) as mentioned in section 25 of sub-section (1) (f, g, h) shall be made by the from amongst a panel of three names for each vacancy recommended

by the Representation Committee setup in terms of section 33 and in accordance with procedure as may be prescribed:

Provided that effort shall be made, without compromising on quality or qualification, to give fair representation to women on the Board of Governors (BoG):

Provided further that the Institute Teachers described in clause (h) of sub-section (1), the Board of Governors (BoG) shall prescribe a procedure for appointment from the various categories of Institute Teachers. Further, the members appointed to the Board of Governors (BoG) may not serve for two consecutive terms.

(4) The Board of Governors (BoG) shall meet at least twice in a calendar year. The Special meeting of the Board may be convened by the Pro-Chancellor/Chairperson when expedient and necessary.

(5) Service on the Board of Governors (BoG) shall be on honorary basis:

Provided that actual expenses may be reimbursed as prescribed. (BoG).

(6) The Registrar shall be the secretary of the Board of Governors (BoG).

(7) Unless otherwise prescribed by this Act, all decisions of the Board of Governors (BoG) shall be taken based on the opinion of a majority of the members present. In the event of the members being evenly divided on any matter, the person presiding over the meeting shall have a casting vote.

(8) The quorum for a meeting of the Board of Governors (BoG) shall be two third of its membership, a fraction being counted as one.

26. Powers and functions of the Board of Governors (BoG).—(1) The Board of Governors (BoG) shall have the power of general supervision over the Institute and shall hold the Rector and the Authorities accountable for all the functions of the Institute. The Board of Governors (BoG) shall have all powers of the Institute not expressly vested in an Authority or officer by the Act and all other powers not expressly mentioned by this Act that are necessary for the performance of its functions.

(2) Without prejudice to the generality of the foregoing powers, the Board of Governors (BoG) shall have the following powers:—

- (a) to approve the proposed annual plan of work, the annual and revised budgets, the annual report, and the annual statement of account;
- (b) to hold, control and lay down policy for the administration of the property, funds, and investments of the Institute, including the approval of the sale and purchase or acquisition of immovable property;
- (c) to approve the appointment of the Deans as may be prescribed;
- (d) to institute schemes, directions and guidelines for the terms and conditions of appointment of all officers, teachers and other employees of the Institute;
- (e) to approve strategic plans;
- (f) to approve financial resource development plans of the Institute;

- (g) to consider the drafts of Statutes and Regulations proposed by the Syndicate and the Academic Council and deal with them in the manner as provided for in sections 37 and 38, as the case may be:

Provided that the Board of Governors (BoG) may frame a Statute or Regulation on its own initiative and approve it after calling for the advice of the Syndicate or the Academic Council as the case may be;

- (h) to annul by order in writing the proceedings of any Authority or officer if the Board of Governors (BoG) is satisfied that such proceedings are not in accordance with the provisions of the Act, Statutes or Regulations after calling upon such Authority or officer to show cause why such proceedings should not be annulled;
- (i) to recommend to the Chancellor removal of any member of the Board of Governors (BoG) in accordance with the provisions of the Act;
- (j) to make appointment of members of the Syndicate, other than *ex-officio* members, in accordance with the provisions of the Act;
- (k) to make appointment of members of the Academic Council, other than *ex-officio* members, in accordance with the provisions of the Act;
- (l) to appoint Emeritus Professors on such terms and conditions as may be prescribed.
- (m) to remove any person from the membership of any Authority if such person:
- (i) has become of unsound mind; or
 - (ii) has become incapacitated to function as member of such Authority; or
 - (iii) has been convicted by a court of law for an offence involving moral turpitude; and
- (n) to determine the form, provide for the custody and regulate the use of the common seal of the institute.

(3) The Board of Governors (BoG) may, subject to the provisions of this Act delegate all or any of the powers and functions of any Authority, officer or employee of the Institute at its main campus, to any Authority, committee, officer or employee at its additional campus for the purpose of exercising such powers and performing such functions in relation to such additional campus, and for this purpose the Board of Governors (BoG) may create new posts or positions at the additional campus.

27. Visitation.—The Board of Governors (BoG) may, in accordance with the terms and procedures as may be prescribed, cause an inspection to be made in respect of any matter connected with the Institute.

28. The Syndicate.— (1) The Syndicate shall consist of the following, namely:—

- (a) the Rector who shall be its Chairperson;

- (b) the Deans of the Faculties of the Institute;
- (c) two persons of eminence (including one female not serving in any educational institution) to be nominated by the Board;
- (d) nominee of the Higher Education Commission;
- (e) three Universities teachers from different tiers (Associate Professor, Assistant Professor and Lecturer);
- (f) principals & Directors of the constituent Colleges;
- (g) one principal of the affiliated college(s) to be recommended in a prescribed manner;
- (h) the Director (QEC);
- (i) the Director (ORIC);
- (j) the Director (Student Affairs);
- (k) the Director (P&D);
- (l) the Director Planning & Development;
- (m) the Internal Auditor;
- (n) the Director Finance;
- (o) the Controller of Examinations; and
- (p) the Registrar who shall be the Secretary of the Syndicate;

(2) Members of the Syndicate, other than *ex-officio* members, shall hold office for three years.

(3) As regards to the appointment of the members described in clause (c) of sub-section (1) of this clause, the Board of Governors may prescribe a procedure for proposal of a panel of names by the Representation Committee set up in terms of section 32. Appointment of persons proposed by the Representation Committee may be made by the Board of Governors (BoG) on the recommendation of the Rector.

(4) The quorum for a meeting of the Syndicate shall be one-half of the total number of members, a fraction being counted as one.

(5) The Syndicate shall meet at least once in each quarter of the year.

29. Powers and duties of the Syndicate.— (1) The Syndicate shall be the executive body of the Institute and shall take effective measures to raise the standard of teaching, research, technological development, publication and other academic pursuits and exercise general supervision and control over the affairs of the Institute and management of the property of the Institute.

(2) Without prejudice to the generality of the foregoing powers, and subject to the provisions of the Act, the Statutes and directions of the Board of Governors (BoG) the Syndicate shall have the following powers:—

- (a) to consider the annual report, the annual and revised budget estimates and to submit these to the Board of Governors (BOG);
- (b) to oversee the quality and relevance of the Institute's academic programmers and to review the academic affairs of the Institute in general;
- (c) to transfer and accept transfer of movable property on behalf of the Institute;
- (d) to enter into, vary, carry out and cancel contracts on behalf of the Institute;
- (e) to cause proper books of account to be kept for all sums of money received and expended by the Institute and for the assets and liabilities of the Institute;
- (f) to invest any money belonging to the Institute including any unapplied income in any of the securities described in section 20 of the Trusts Act, 1882 (Act II of 1882), or in the purchase of immovable property or in such other manner, as it may prescribe, with the like power of varying such investments;
- (g) to receive and manage any property transferred, and grants, bequests, trust, gifts, donations, endowments, and other contributions made to the Institute;
- (h) to administer any funds placed at the disposal of the Institute for specified purposes;
- (i) to provide the buildings, libraries, premises, furniture, apparatus, equipment, and other means required for carrying out the work of the Institute;
- (j) to establish and maintain halls of residence and hostels or approve or license hostels or lodgings for the residence of students;
- (k) to recommend to the Board of Governors (BoG) affiliation or affiliation of colleges;
- (l) to approve the appointment of the Officers of the institute and Professors, Associate Professors and such other senior faculty and senior administrators as may be prescribed;
- (m) to recommend to the Board of Governors (BoG) admission of educational institutions to the privileges of the Institute and withdraw such privileges;
- (n) to arrange for the inspection of colleges and the departments;
- (o) to institute Professorships, Associate Professorships, Assistant Professorships, Lairdships, and other teaching posts or to suspend or to abolish such posts;
- (p) to create, suspend or abolish such a drministrative or other posts as may be necessary;

- (q) to prescribe the duties of officers, teachers, and other employees of the Institute;
- (r) to report to the Board of Governors (BoG) on matters with respect to which it has been asked to report;
- (s) to appoint members to various Authorities in accordance with the provisions of the Act;
- (t) to propose drafts of Statutes for submission to the Board of Governors (BoG);
- (u) to regulate the conduct and discipline of the students of the Institute;
- (v) to take actions necessary for the good administration of the Institute in general and to this end exercise such powers as are necessary;
- (w) to delegate any of its powers to any Authority or officer or a committee; and
- (x) to perform such other functions as have been assigned to it by the provisions of the Act or may be assigned to it by the Statutes.

30. Academic Council.—(1) The Academic Council shall consist of—

(a) Rector	<i>Chairman</i>
(b) Deans of Faculties & Head of Department as may be prescribed	<i>Member</i>
(c) Five members representing the departments, institutes & the constituent colleges to be elected in the manner prescribed by the Board of Governors (BoG)	<i>Member</i>
(d) Director (Student Affairs)	<i>Member</i>
(e) Director (QEC)	<i>Member</i>
(f) Director (ORIC)	<i>Member</i>
(g) Director (P&D)	<i>Member</i>
(h) two Principals of Affiliated Colleges	<i>Member</i>
(i) the Controller of Examination	<i>Member</i>
(j) the Librarian	<i>Member</i>
(k) nominee of the Commission	<i>Member</i>
(l) the Registrar,	<i>Secretary</i>

(2) A member of the Academic Council appointed by nomination shall hold office for three years.

(3) The quorum for a meeting of the Academic Council shall be one third of the total number of members, a fraction being counted as one.

31. Powers and Duties of the Academic Council.—(1) The Academic Council shall be the academic body of the Institute and may lay down proper standards of instruction, research, publication, and examination and to regulate and promote the academic life of the Institute and affiliated colleges.

(2) In particular and without prejudice to the generality of the foregoing provisions, the Academic Council may:—

- (a) advise the Syndicate on academic matters;
- (b) regulate teaching, research, and examinations;
- (c) regulate the admission of students to the courses of studies and examinations of the Institute and affiliated colleges;
- (d) regulate the award of studentships, scholarships, medals, and prizes;
- (e) regulate the conduct and discipline of students of the institute and affiliated colleges;
- (f) propose to the Syndicate schemes for the constitution and organization of faculties, institutes, and other academic bodies;
- (g) propose regulations on the recommendations of the Boards of Faculties and the Boards of Studies for consideration and approval of the Syndicate;
- (h) propose for each academic year, on the recommendations of the Boards of Studies, regulations prescribing the courses of studies, the syllabi and the outlines of tests for all examinations; provided that, if the recommendations of a Board of Faculties or the Board of Studies are not received by the prescribed date, the Academic Council may, subject to the approval of the Syndicate; permit such regulations to continue for the following years;
- (i) recognize the examinations of other Universities or examining bodies as equivalent to the corresponding examinations of the Institute;
- (j) appoint members to the Authorities in accordance the provisions; and
- (k) perform such other functions as may be prescribed by the statutes.

32. Representation Committee.—(1) There shall be a Representation Committee constituted by the Board of Governors (BoG) through Statute for recommendation of persons for appointment to the Board of Governors (BoG) in accordance with the provisions of section 25 and for the recommendation of persons for appointment to the Syndicate and the Academic Council in accordance with the provisions of sections 28 and 30.

(2) Members of the Representation Committee for appointments to the Board of Governors (BoG) shall consist of the following:—

- (a) three members of the Board of Governors (BoG) who are not. Institute Teachers;
- (b) two persons nominated by the Institute Teachers from amongst themselves in the manner prescribed;
- (c) one person from the academic community, not employed by the Institute, at the level of professor or school principal to be nominated by the Institute Teachers in the manner prescribed; and

- (d) one eminent citizen with experience in administration, philanthropy, development work, law, or accountancy to be nominated by the Board of Governors (BoG).

(3) The Representation Committee for appointments to the Syndicate and the Academic Council shall consist of the following:

- (a) two members of the Board of Governors (BoG) who are not Institute Teachers; and
- (b) three persons nominated by the Institute Teachers from amongst themselves in the manner prescribed.

(4) The tenure of the Representation Committees shall be three years: terms.

Provided that no member shall serve for more than two consecutive terms.

(5) The procedures of the Representation Committees shall be as may be prescribed.

(6) There may also be such other Representation Committees set up by any of the other Authorities of the Institute as are considered appropriate for recommending persons for appointment to the various Authorities and other bodies of the Institute.

CHAPTER-IV STATUTES, REGULATION AND RULES

33. Statutes.—(1) Syndicate may draft statutes, not in-consistent with this Act, and Commission regulations/ Guidelines/rules and submit the same to Board of Governors (BoG) for approval.

(2) The statutes may be made to provide for and regulate all or any of the following, namely.—

- (a) scales of pay, method of recruitment and other terms and conditions of service of officers, teachers and other employees of the Institute and the constitution of their pension, insurance, gratuity, provident fund, and benevolent fund;
- (b) the contents of and the manner in which the annual report to be presented by the Rector before the Board of Governors (BoG) shall be prepared;
- (c) the Institute fees and other charges;
- (d) conduct and discipline of the officers, teachers, and other employees of the institute;
- (e) constitution, powers, and duties of the Authorities and prescribe procedure for appointing members to such Authorities and related matters;
- (f) affiliation and dis-affiliation of colleges, institutes, etc. and related matters;
- (g) admission of educational institutions to the privileges of the Institute and the withdrawal of such privileges;

- (h) establishment of Institutes, faculties, colleges, departments, and academic divisions;
- (i) powers and duties of officers, teachers, and employees of the institute;
- (j) conditions for appointment of Professors Emeritus;
- (k) conditions on which the Institute may enter into, arrangements with public bodies or other organizations for purposes of research and advisory services;
- (l) general scheme of studies including the duration of courses, the system of examinations and the number of subjects and papers for examinations;
- (m) award of honorary degrees;
- (n) maintenance of register of students and registered graduates;
- (o) prescribe procedure for nomination/membership of Authorities of the Institute and related matters; and
- (p) all other matters which are to be or may be prescribed or regulated by statutes.

34. Regulations.—(1) The Board of Governors (BoG) may, on the recommendation of Academic Council through Syndicate approve regulations, not inconsistent with this Act and Commission regulations/guidelines/rules in respect of any of the following matters, namely:—

- (a) Courses of study for degrees, diplomas, and certificates of the Institute;
- (b) Manner and method of teaching conducted in the Institute and affiliated colleges;
- (c) admission of students to the Institute and conditions under which they are admitted or allowed to take courses and examinations of the Institute and become eligible for the award of degrees, diplomas, and certificates;
- (d) fees and other charges to be paid by students for admission to the courses of studies and the examinations of the Institute;
- (e) conduct of examinations;
- (f) conduct and discipline of students of the Institute;
- (g) conditions of residence of the students of the Institute or colleges including the levying of fee for residence in halls of residence and hostels and approval of hostels, and lodgings for students;
- (h) conditions for acquiring research degrees;
- (i) institution of fellowships, scholarships, medals and prizes;
- (j) institution of stipends and free and half-free studentships;

- (k) academic costume;
- (l) use of the library;
- (m) formation of teaching departments and Boards of Studies; and
- (n) all other matters which under the statutes are to be or may be prescribed by regulations.

(2) The Academic Council shall prepare and submit the regulations to the Syndicate and the Syndicate may forward them with or without modifications to Board of Governors (BoG) or refer them back to the Academic Council for reconsideration.

35. Benefits and Insurance.—(1) The Institute shall constitute for the benefit of its officers, teachers and other employees schemes, as may be prescribed, for the provision of post-employment benefits as well as health and life insurance while in service.

(2) Where any provident fund has been constituted under this Act, the provisions of the Provident Funds Act, 1925 (XIX of 1925), shall apply to such funds as if it were the Government Provident fund.

36. Amendment and repeal of Statutes and Regulations.—The procedure for adding to, amending, or repealing the Statutes and the Regulations shall be the same as that prescribed respectively for framing or making Statutes and Regulations.

37. Rules.—(1) An Authority or a body of the Institute. May make rules, not inconsistent with, and this Act, to regulate the conduct of its business and to be published in official gazette.

(2) The Board of Governors (BoG) may direct any Authority or body of the Institute to amend or repeal any rules made by the Authority or body.

(3) Rules shall become effective upon approval of the Syndicate.

CHAPTER-V FINANCIAL PROVISIONS

38. Institute Fund.—(1) There shall be a fund to be known as the Institute Fund which shall vest in the Institute, and to which shall be credited all sums received by the Institute.

(2) The Institute shall have a Fund to which shall be credited its income from fees, charges, donations, trusts, bequests, endowments, contributions, grants, and all other sources.

(3) The Institute may accept donations in the shape of land, equipment any other item that may facilitate the functioning of the Institute and all such donations shall be used, maintained, and disposed of by the Institute in the prescribed manner.

(4) There will be a research fund of the Institute. The fund will be independently managed in line with international research funds. The fund will support indigenous research by faculty and research students on campus.

39. Audits and Accounts.—(1) The accounts of the Institute shall be maintained in such form and in such manner as may be prescribed.

(2) The teaching departments, constituent schools and institutes and all other bodies designated as such by the Syndicate in terms of Statutes shall be independent cost centers of the Institute with authority vested in the head of each cost center to sanction expenditure out of the budget allocated to it. Provided that re-appropriation from one head of expenditure to another may be made by the head of a cost center in accordance with and to the extent prescribed by the Statutes.

(3) All funds generated by a teaching department, constituent school or other unit of the Institute through consultancy, research or other provision of service shall be made available without prejudice to the budgetary allocation otherwise made, after deduction of overheads in the manner and to the extent prescribed by Statute, to the teaching department, constituent school or other unit for its development. A part of the funds so generated may be shared with the Institute Teachers or researchers in charge of the consultancy, research or service concerned in the manner and to the extent prescribed by Statute.

(4) No expenditure shall be made from the funds of the Institute, unless a bill for its payments has been issued by the head of the cost center concerned in accordance with the relevant statutes and the Director Finance has verified that the payment is provided for in the approved budget of the cost center, subject to the authority to re-appropriate available to the head of the cost center.

(5) Provision shall be made for an internal audit of the finances of the Institute.

(6) Without prejudice to the requirement of audit by an auditor appointed the annual audited statement of accounts of the Institute shall be prepared in conformity with the Generally Accepted Accounting Principles (GAAP) by a reputed firm of chartered accountants and signed by the Director Finance

(7) The observations of the Auditor if any, together with such annotations as the Director Finance may make, shall be considered by the I Syndicate, and shall be placed before the Board of Governors (BoG) within six months of closing of the financial year.

(8) The Institute may accept donations in the shape of land, vehicle, equipment, or any other item that may facilitate the functioning of the Institute and all such donations shall be used, maintained, and disposed of by the Institute in the prescribed manner.

40. Budget, audit and accounts.—(1) The budget of the Institute shall be approved, and its accounts shall be maintained and audited in such manner as may be prescribed by the Board of Governors (BoG).

(2) The Board of Governors (BoG) may approve the budget of the Institute, appropriations of accounts of the Institute and settle an audit para relating to the audit of the Institute.

(3) The Board of Governors (BoG) may delegate the power of appropriation or re-appropriation of funds to an officer of the Institute.

MISCELLANEOUS

41. Appeal to Syndicate and Board.—(1) If an order is passed by an Authority, body, or officer of the Institute, other than the Chancellor or the Board of Governors (BoG), and an appeal

against the order is not provided under the statutes or regulations, any aggrieved person may prefer an appeal against the order to the Syndicate.

(2) The Syndicate may constitute a committee of its members to hear and dispose of any appeal on behalf of the Syndicate.

(3) If a member of the Syndicate is the officer who passed the order or who is also member of the Authority against whose order appeal is filed before the Syndicate, such member shall not hear the appeal as member of the Syndicate or be part of the committee constituted to hear and dispose of the appeal.

(4) If aggrieved is not satisfied with the decision of the Syndicate, he may file an appeal with Board of Governors (BoG), whose decision will be final.

42. Opportunity to Show Cause.— Except as otherwise provided by law no officer, teacher, or other employee of the Institute holding a permanent post shall be reduced in rank, or removed or compulsorily retired from service for cause arising out of any act or omission on the part of the person concerned unless he/she has been given a reasonable opportunity of showing cause against the action proposed to be taken.

43. Commencement of term of office of members of Authority.—(1) When a member of a newly constituted Authority is elected, appointed, or nominated, his term of office, as fixed under this Act, shall commence from such date as may be prescribed.

(2) Where a member who has accepted any other assignment or for any other similar reason remains absent from the Institute without any prior notice for a period of not less than six months, he/she shall be deemed to have resigned and vacated his/her seat.

44. Filling of casual vacancies in Authorities.—Any casual vacancy among the members of any Authority shall be filled, as soon as conveniently may be, in the same manner and by the same person or Authority that had appointed the member whose place has become vacant and the person appointed to the vacancy shall be a member of such Authority for the residue of the term for which the person whose place he/she fills would have been a member.

45. Service of the Institute.—(1) All persons employed by the Institute in accordance with the terms and conditions of service prescribed by statutes shall be persons in the service of Pakistan for the purposes of any court or tribunal set up by law in terms of Article 212 of the Constitution of the Islamic Republic of Pakistan, 1973:

Provided that any provision as regards the terms and conditions of employment of persons in the service of Pakistan in general or in comparable employment notwithstanding the service of persons employed by the Institute shall be entirely governed by the terms and conditions prescribed by the relevant Statutes.

(2) An officer, teacher or other employee of the Institute shall retire from service on the attainment of such age or tenure of service as may be prescribed.

(3) No adverse change shall be made in the terms and conditions of employment of any Institute Teacher in the employment of the Institute on the date of enforcement of the Act.

46. Removal of difficulty.—(1) If any question arises as to the interpretation of any of the provisions of this Act, it shall be placed before the Chancellor whose decision thereon shall be final.

(2) If any difficulty arises in giving effect to any of the provisions of this Act, the Chancellor may make such order after obtaining the views of the Board of Governors (BoG), not inconsistent with the provisions of this Act, as may appear to him/her to be necessary for removing the difficulty.

(3) Where this Act makes any provision for anything to be done but no provision or no sufficient provision has been made as respects the authority by whom, or the time at which, or the manner in which, it shall be done, then it shall be done by such authority, at such time, or in such manner as the Chancellor may direct after obtaining the views of the Board of Governors (BoG).

47. First Statutes.—Notwithstanding anything to the contrary contained in the Act, First Statutes have been provided in the Schedule of this Act.

48. Proceedings of Authorities not invalidated by the Vacancies.—No act, resolution or decision of any Authority shall be invalid by reason of any vacancy on the Authority doing, passing, or making it or by reason of any want of qualification or invalidity in the appointment, or nomination of any de facto member of the Authority, whether present or absent.

49. Power to allow appointment of employees of the Government, other universities or educational or research institutions to the Institute. Notwithstanding anything contained in the Act, the Board may, on the recommendation of the Rector, allow any post in the Institute to be filled by appointment, transfer, and deputation, on such terms and conditions as the Board may specify, an employee of the Government or any other Institute or educational or research institution.

(2) Where any appointment has been made under this section, the terms, and conditions of service of the appointee shall not be less favorable than those admissible to him immediately before such appointment, transfer and deputation and he shall be entitled to all benefits of his post of service.

50. Indemnity.—No suit or legal proceedings shall lie against the Government, the Institute or any Authority, officer or employee of the Government or the Institute or any person in respect of anything which is done in good faith under this Act.

THE PAKISTAN CODE

SCHEDULE
[See section]

THE FIRST STATUTES

1. Faculties.—(1) There shall be a Faculty for a teaching department or a group of teaching departments.

(2) The Institute shall include the following faculties and such other faculties as may be prescribed:

- (a) Faculty of Natural and Applied Sciences
- (b) Faculty of Computing
- (c) Faculty of Management Sciences
- (d) Faculty of Social Sciences, Humanities and Arts
- (e) Faculty of Engineering and Emerging Technologies
- (f) Any other Faculty, Department, or Institute with the approval of the Board.

2. Board of Faculty.— (1) There shall be a Board of Faculty for each faculty which shall consist of.—

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|-----|--|-------------|
| (a) | Dean of the faculty | Chairperson |
| (b) | Professors and the Chairpersons/HODs in the faculty | Member |
| (c) | the Directors/Principal of the Constituent Units | Member |
| (d) | the Director (Student Affairs) | Member |
| (e) | the Director (QEC) | Member |
| (f) | Two teachers including at least one women to be nominated by the Academic Council based on their specialized knowledge of the subjects which, though not assigned to the faculty, have in the opinion of the Academic Council, important bearing on the subjects assigned to the faculty | Member |
| (g) | Two experts including at least one women in the field from outside the Institute to be appointed by the Board and Syndicate | Member |
| (h) | one member to be nominated by the Rector | Member |
| (i) | The Director (ORIC) | Member |

(2) The members other than *ex-officio* members of a Board of faculty shall hold office for a period of three years.

(3) The quorum for a meeting of a Board of faculty shall be one half of the total number of members, a fraction being counted as one.

(4) A Board of faculty, subject to the general control of the Syndicate and Academic Council, may—

- (a) co-ordinate the teaching and research work in the subjects assigned to the faculty;
- (b) scrutinize the recommendations of a Board of Studies comprising a faculty with regard to the appointment of paper setters and examiners for graduate and postgraduate examinations and to forward the panels of suitable paper setters and examiners for each examination to the Rector;
- (c) consider any other academic matter relating to the faculty and to submit its report to the Academic Council;
- (d) prepare a comprehensive annual report regarding the performance of each department, constituent college or Institute comprising the faculty for presentation to the Academic Council; and
- (e) perform such other functions as may be prescribed by statutes.

(5) The Dean shall be appointed by the Board on the recommendations of the Rector from amongst the Professors of the Faculty, and he shall hold office for a period of three years but shall be eligible for reappointment. Provided that in a department or constituent college where there are less than three eligible Professors, the appointment shall be made from amongst the three senior most Professors and Associate Professors of the department or constituent college.

(6) The Dean shall present candidates for admission to degree, except an honorary degree, courses falling within the purview of the Faculty.

(7) The Dean shall have such powers and duties as may be prescribed by the Board on the recommendations of the Rector.

3. Board of Advanced Studies and Research.—(1) The Board of Advanced Studies and Research shall consist of—

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|---|-----------------------------|
| (a) Rector | <i>Chairperson</i> |
| (b) All the Deans | <i>Members</i> |
| (c) Controller of Examination | <i>Member</i> |
| (d) One Institute Professor from each faculty (other than Dean to be nominated by the Syndicate | <i>Member</i> |
| (e) One member to be nominated by the Rector | <i>Member</i> |
| (f) Three members, including at least one woman, from the relevant filed, research organizations and Government, to be nominated by the Syndicate | <i>Members</i> |
| (g) Director (QEO) | <i>Member</i> |
| (h) Director (ORIC) | <i>Member</i> |
| (i) The Directors/Principal of the Constituent Units | <i>Member</i> |
| (j) Director Student Affairs | <i>Member</i> |
| (k) Director (P&D) | <i>Member</i> |
| (l) Registrar | <i>Secretary-sum-Member</i> |

(2) The term of office of the members of the Board of Advanced Studies and Research, other than *ex-officio* members, shall be three years.

(3) The quorum for a meeting of the Board of Advanced Studies and Research shall be one half of the total number of members, a fraction being counted as one.

4. Functions of the Board of Advanced Studies and Research.—The Board of Advanced Studies and Research (BASR) shall:

- (a) advise an Authority on all matters connected with the promotion of advanced studies and research publication in the Institute;
- (b) consider and report to an Authority with regard to a research degree of the Institute;
- (c) propose regulations regarding the award of a research degree;
- (d) appoint supervisors for a postgraduate research student and to approve title and synopses of a thesis or dissertation;
- (e) recommend panels of names of examiners for evaluation of a research examination; and
- (f) perform such other functions as may be prescribed by the statutes.

5. Selection Board.—(1) The Selection Board shall consist of:

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|---|-----------------------------|
| (a) Rector | <i>Chairperson</i> |
| (b) One Vice Chancellor/Rector of a public sector Institute | <i>Member</i> |
| (c) Dean of the faculty concerned | <i>Member</i> |
| (d) Joint Secretary of the Ministry dealing with the subject of education | <i>Member</i> |
| (e) One full time Member/ <i>ex-officio</i> of Federal Public Service Commission (FPSC) | <i>Member</i> |
| (f) Chairperson of concerned department | <i>Member</i> |
| (g) One nominee of the Commission | <i>Member</i> |
| (h) One member of the Board of Governors (BoG) of the Institute to be nominated by the Board of Governors (BoG) | <i>Member</i> |
| (i) One eminent scholar to be nominated by the Syndicate | <i>Member</i> |
| (j) Two experts to be nominated by the nominated by the Syndicate | <i>Member</i> |
| (k) One member of the Syndicate to be nominated by the Syndicate | <i>Member</i> |
| (l) The Director (QEC) | <i>Member</i> |
| (m) The Registrar | <i>Member</i> |
| (n) Director (Administration) | <i>Secretary-cum-member</i> |

(2) The members, other than *ex-officio* members, shall hold office for a period of three years.

(3) Eight (08) members including at least one expert shall constitute the Quorum for a meeting of the Selection Board.

(4) No member who is a candidate or whose family member is a candidate for a post to which appointment is to be made, shall take part in the proceedings of the Selection Board for selection of a candidate on such post.

(5) In selection of candidates for the post of Professor or Associate Professor, the Selection Board shall co-opt or consult three experts in the subject and in selecting candidates for any other teaching post, two experts in the subject, to be nominated by the Rector from a standing list of experts for each subject approved by the Syndicate.

(6) The Syndicate may approve or revise the standing list of experts of a subject on the recommendation of the Selection Board.

6. Functions of the Selection Board.—the Selection Board shall:

- (a) consider the applications and recommend to the Board, the names of suitable candidates for appointment to the positions of Professors, Associate Professors and such other senior faculty and senior administrators as may be prescribed and to the Syndicate, the names of suitable candidates for appointment the positions of Assistant Professors, Lecturers and such other faculty and administrators posts as may be prescribed and recommend suitable salary for the selected candidate; and
- (b) consider all cases of promotion or selection of officers of the Institute and recommend the names of suitable candidates for such promotion or selection to the Board or Syndicate as may be prescribed.
- (c) The recommendations of the Selection Board shall be submitted to the Board of Governors (BoG) for approval.

7. Selection Committee.—(1) There shall be a selection committee for appointments and promotions of staff.

(2) The Selection committee shall consist of:

- (a) Registrar who shall be the Convener;
- (b) The Director (Administration);
- (c) Representative of the Dean of the Faculty concerned;
- (d) Representative of Head of the Department concerned;
- (e) Representative nominated by the Syndicate;
- (f) The Director (QEC)
- (g) The Director (P&D)

(3) The Deputy Director (Administration) shall be the Secretary of the Selection Committee.

(4) No member who is a candidate or whose family member is a candidate, for a post to which appointment is to be made, shall take part in the proceedings of the Selection Committee for selection of a candidate on such post.

8. Functions of the Selection Committee.—(1) The Selection Committee shall:

- (a) consider the applications and recommend to the appointing authority, the names of suitable candidates for appointment to the positions of staff as may be prescribed and recommend suitable salary for the selected candidate(s); and
- (b) consider all cases of promotion or selection of staff of the Institute and recommend the names of suitable candidates for such promotion as may be prescribed.
- (c) The recommendations of the Selection Committee shall be submitted to the Rector for approval.

9. Finance and Planning Committee.—The Finance and Planning Committee shall consist of—

- (a) Rector *Chairperson,*
- (b) All the Deans *Members*
- (c) One member of the Board of Governors (BoG) *Member*
to be nominated by the Board
- (d) One member of the Syndicate to be nominated *Member*
by the Syndicate
- (e) One member of the Academic Council to be *Member*
nominated by the Academic Council
- (f) Nominee of the Ministry of Finance *Member*
- (g) Nominee of the Finance Division HEC *Member*
- (h) Nominee of Ministry dealing the subject of *Member*
education
- (i) Registrar of the Institute *Member*
- (j) Director (P&D) of the Institute *Member*
- (k) Director (Finance) of the Institute *Secretary-cum-member*

(2) The term of office of the nominated members, shall be three years.

(3) Fifty-One (51) percent members of the Finance and Planning Committee shall constitute the quorum for a meeting of the Finance and Planning Committee.

10. Functions of the Finance and Planning Committee. The Finance and Planning Committee shall perform the following function's, namely:

- (a) prepare the annual statement of accounts and propose annual budget estimates and make recommendations to the Syndicate;
- (b) review periodically the financial position of the Institute;
- (c) advise the Syndicate on all matters relating to finance, investments, and accounts of the Institute; and

(d) perform such other functions as may be prescribed by the statutes.

11. Appointment of Committees by Authorities.—Any authority may constitute such standing, special or advisory committees as it may deem fit, and appoint to such committee's persons who may not be its members.



THE PAKISTAN CODE