

कार्यालय सहायक पंजीयक फर्म्स एवं संस्थाएँ ग्वालियर-चंबल संभाग ग्वालियर

मानसभागार के नीचे बैजताल रोड मोतीमहल, ग्वालियर

क्रमांक/संशोधन/ 250 / 23

ग्वालियर, दिनांक 10/01/24

प्रति

अध्यक्ष/सचिव

THE SCINDIA ENGINEERING COLLEGE SOCIETY, GWALIOR

Madhav Institute of Technology & Sciences, Gola Ka Mandir, Gwalior (M.P.)

विषय- संशोधन के संबंध में (पंजीयन क्रमांक 337 दिनांक 27/10/1956)

संदर्भ- कार्यालय में प्राप्त आपका प्रस्ताव दिनांक 22/12/2023



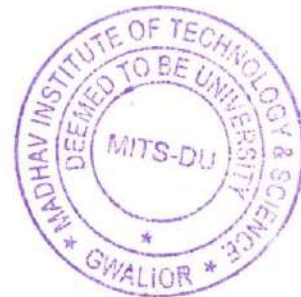
संदर्भित पत्र द्वारा दिनांक 22-12-2023 को जापन-विधान में संशोधन प्रस्ताव प्रस्तुत किया गया था, जिसका परीक्षणों परांत आज दिनांक 10-01-2024 को संशोधन प्रस्ताव का रजिस्ट्रीकरण किया जाता है, अतः संशोधित नियमों का कड़ाई से पालन किया जाना सुनिश्चित करें।


(बी.एस. सोलंकी)

सहायक पंजीयक

फर्म्स एवं संस्थाएँ

ग्वालियर-चंबल संभाग ग्वालियर



क्रा० 2505
11/01/24

AMENDED

MEMORANDUM OF ASSOCIATION
THE SCINDIA ENGINEERING COLLEGE SOCIETY, GWALIOR

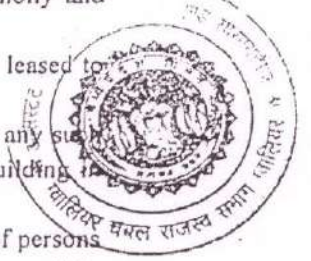
- (1) Name of the Society : "The Scindia Engineering College Society, Gwalior"
- (2) Head Office of the : Madhav Institute of Technology & Sciences, Gola Ka Mandir,
Society Gwalior (MP)-474005
- (3) Objectives of the Society:

The objectives for which the society is established are:

- a) To provide the facilities of a first class engineering college at Gwalior, and to manage and administer the same.
- b) To receive grant and other aids for the purpose of the society.
- c) To acquire either by purchase, exchange, lease gift or otherwise and to hold, sell, receive the purchase and administer property both movable and immovable in any part of India, and to administer and utilize all such property wholly and completely in furtherance of aims and ends of society.
- d) To lay out and prepare for building proposes any lands acquired by or leased to the Society.
- e) To erect or procure the erection of building of any and all kind upon any such lands as aforesaid and to later, pull down improve decorate or any building which the society may be interested.
- f) To aid in the establishment and support of associations for the benefit of persons employed by the Society or in any way connected with the society and in particular but without limiting the sense of the foregoing or, friendly societies for the benefit of any of such persons:
- g) To invest or lend money whether belonging or entrusted to the society upon such securities and in such manner as may from time to time be determined by the society.
- h) To raise money or mortgage or charge or in such other manner as the society shall think fit and in particular by the issue of debentures charge upon all or in any of the property of the society both present and future.
- i) To apply the income and property whensoever desired towards the promotion of the objects set out above.
- j) to do all or any of the above things either alone or in conduction with others and to do all other such things as the society may consider necessary, incidental or conducive to the attainment of the above objects.

संशोधन सील
पंजीयन क्रमांक 337
पंजीयन दिनांक 21/01/1956
संशोधन दिनांक 10-01-2024

राहायक पंजीयक



Secretary
The Scindia Engineering College Society, Gwalior

Vice President
The Scindia Engineering College Society, Gwalior

President
The Scindia Engineering College Society, Gwalior



- k) The Scindia Engineering College Society, Gwalior is a not for profit society created specifically to run Madhav Institute of Technology & Science College, Gwalior. The society is exclusively for running educational activities and no other activities are being carried out or shall be carried out in the future under it.
- l) To do all acts necessary for furtherance of all foregoing objects of the society by complying with provision of Rules and Regulations of Madhav Institute of Technology & Science. These rules have been appended to these Articles of Association & shall be read as a part thereof.
- (4) The Names, Address and Description of The Members of The Society and Governors are :-

S.No.	Name	Description	Address
1.	His Highness Maharaja Jiwajirao Scindia	S/o His Late Highness Maharaja Madhavrao Scindia	Jai Vilas Palace, Gwalior
2.	Shri Takhatmal Jain	S/o Shri Lunkaranji	Madhoganj, Bhilsa
3.	Shri Brijraj Narain	S/o Shri Bhakt Narain	The Mall Morar, Gwalior
4.	Shri Priyankant Divatia	S/o Shri Vyankat Divatia	49, UFF Gandhi Road, Gwalior
5.	Shri R. Bhandarkar	S/o Shri-S. Bhandarkar	Secretary Western Regional Committee, Bombay
6.	Shri Durga Prasad Mandelia	S/o Shri Gauriduttaji Mandelia	Birla Nagar, Gwalior
7.	Shri Narsingh Rao Dixit	S/o Shri Jabar Singhji Dixit	Gandhi Road, Gwalior
8.	Dr. Mata Prasad	S/o Shri Mathura Prasad	Vice-Chancellor Vikram University, Ujjain
9.	Shri Yudhistir Bhargava	S/o Shri Narain Prashad	Dal Bazar, Lashkar, Gwalior

Secretary
Secretary
The Scindia Engineering College Society, Gwalior

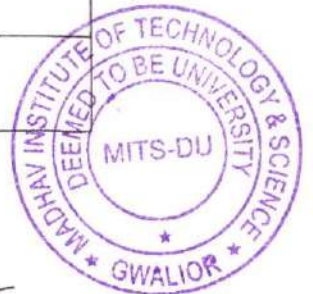
Vice President
Vice President
The Scindia Engineering College Society, Gwalior

President
President
The Scindia Engineering College Society, Gwalior



We the undersigned are desirous of forming a society in pursuance of this
Memorandum of Association:-

S.No.	Signature	Address & Description of the Signatories	Signature names & addresses of the witnesses
1.	Signature	His Highness Maharaja Jiwajirao Scindia S/o His Late Highness Maharaja Madhavrao Scindia Jai Vilas Palace, Gwalior	Signature संशोधन सील पंजीयन क्रमांक 227 पंजीयन दिनांक 27/12/1956 संशोधन दिनांक 10/11/2024 सहायक पंजीयक
2.	Signature	Shri Takhatmal Jain S/o Shri Lunkaranji Madhoganj, Bhilsa	Signature
3.	Signature	Shri Brijraj Narain S/o Shri Bhakt Narain The Mall Morar, Gwalior	Signature
4.	Signature	Shri Priyankant Divatia S/o Shri Vyankat Divatia 49, UFF Gandhi Road, Gwalior	Signature
5.	Signature	Shri R. S. Bhandarkar S/o Shri S. Bhandarkar Secretary Western Regional Committee, Bombay	Signature
6.	Signature	Shri Durga Prasad Mandelia S/o Shri Gauriduttaji Mandelia Birla Nagar, Gwalior	Signature
7.	Signature	Shri Narsingh Rao Dixit S/o Shri Jabar Singhji Dixit Gandhi Raod, Gwalior	Signature
8.	Signature	Dr. Mata Prasad S/o Shri Mathura Prasad Vice-Chancellor Vikram University, Ujjain	Signature
9.	Signature	Shri Yudhistir Bhargava S/o Shri Narain Prashad Dal Bazar, Lashkar, Gwalior	Signature



-X-X-X-

असि. रजिस्ट्रार
कम्पस एवं संस्थाएं
गुवालिअर-चंबल संभाग
गुवालिअर (म.प्र.)

Secretary
The Scindia Engineering College Society, Gwalior

Vice President
The Scindia Engineering College Society, Gwalior

President
The Scindia Engineering College Society, Gwalior



मध्य प्रदेश MADHYA PRADESH

रजि. नं.

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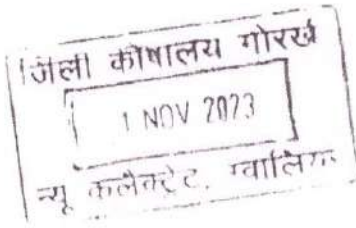
२३/१०/१९५६



निरा

असि. रजिस्ट्रार
फार्म एवं संस्थाएं
गवालियर-बंबला संभाग
गवालियर (म.प्र.)





6-04-2023

क्रमांक 159 दिनांक 2-4-23

सद्व्यवहार का कारण
जता- लक्ष्मणदास अग्रवाल सामूहिक
जिला न्यायालय भवन ग्वालियर
कोड नं. 141/91



प्रा. 2505
11/01/24
AMENDED

ARTICLES OF ASSOCIATION
(BYE-LAWS / RULES AND REGULATIONS)
OF

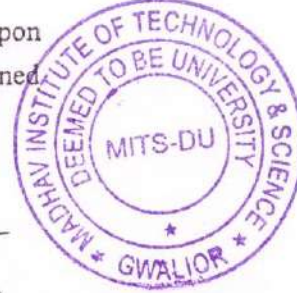
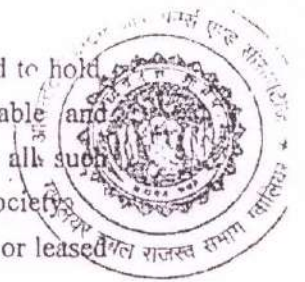
THE SCINDIA ENGINEERING COLLEGE SOCIETY, GWALIOR

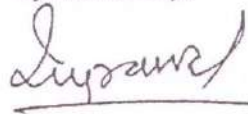
- (1) Name of the Society : "The Scindia Engineering College Society, Gwalior"
(2) Head Office of the Society : Madhav Institute of Technology & Sciences, Gola Ka Mandir, Gwalior (MP)-474005
(3) Province of the Society : All over India
(4) Objectives of the Society:

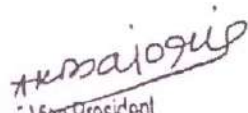
संशोधन सोल
पंजीयन क्रमांक 237
पंजीयन दिनांक 21.11.1956
संशोधन दिनांक 10/01/2024

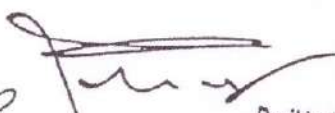
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d) To lay out and prepare for building proposes any lands acquired by or leased to the Society.
e) To erect or procure the erection of building of any and all kind upon any such lands as aforesaid and to later, pull down improve decorate or any building in which the society may be interested.
f) To aid in the establishment and support of associations for the benefit of persons employed by the Society or in any way connected with the society and in particular but without limiting the sense of the foregoing or, friendly societies for the benefit of any of such persons:
g) To invest or lend money whether belonging or entrusted to the society upon such securities and in such manner as may from time to time be determined by the society.




Secretary
The Scindia Engineering College Society, Gwalior


Vice President
The Scindia Engineering College Society, Gwalior


President
The Scindia Engineering College Society, Gwalior

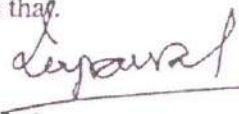
- संशोधन सील
पंजीयन क्रमांक ९३७
पंजीयन दिनांक २३/११/२०१६
संशोधन दिनांक १०/११/२०१६
- ह) To raise money or mortgage or charge or in such other manner as the society shall think fit and in particular by the issue of debentures charge upon all or in any of the property of the society both present and future.
- इ) To apply the income and property whensoever desired towards the promotion of the objects set out above.
- ज) to do all or any of the above things either alone or in conduction with others and to do all other such things as the society may consider necessary, incidental or conducive to the attainment of the above objects.
- क) The Scindia Engineering College Society, Gwalior is a not for profit society created specifically to run Madhav Institute of Technology & Science College, Gwalior. The society is exclusively for running educational activities and no other activities are being carried out or shall be carried out in the future under it.
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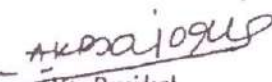
(5) **Members of The Society:**


Persons who are interested in fulfilling the objectives of the society and are loyal towards the society would be given life time membership as per Clause 6 of the Article of Association. Such persons will become lifetime members of the society subject to deposition of one time membership fees of Rs. 5000/- as contemplated in Clause 6 of Article of Association.

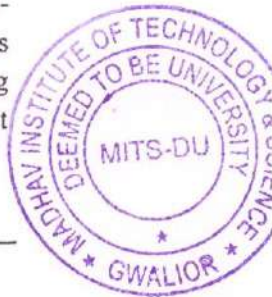
(6) **Obtaining the membership:-**

Every person who wishes to become member of the society shall present application form before the President or Secretary of the society. Such type of applications, upon received would be placed before the Board of Governors by the President or Secretary in the meeting of Board of Governors. Presence of the President is necessary in the Board of Governors meeting in which decision upon such applications is to be taken. The board of Governors would be empowered to either accept or reject the application with the final assent of the President of the society. In event of the applications beign accepted, membership fees of Rupees 5,000/- (Rupees Five Thousand only) will be made by the member to the Society. Persons who are already member will remain members as it is. From the date of receiving contribution, new member will be deemed to be a member of the society and not before that.


Secretary
The Scindia Engineering College Society, Gwalior


Vice President
The Scindia Engineering College Society, Gwalior


President
The Scindia Engineering College Society, Gwalior



(7) **Eligibility / Qualification for membership:-**

The following qualifications are essential for the membership of the society:-

- (1) Age should not be less than 18 years.
- (2) Should be Citizen of India.
- (3) He has faith and follows the rules of the society.
- (4) He should have a good moral character.
- (5) The membership application has been accepted as per Clause 6 of the by-laws of the society and receipt has been obtained by paying the contribution amount.

संशोधन सील
पंजीयन क्रमांक 323
पंजीयन दिनांक 27.11.2018
संशोधन दिनांक 10.01.2021

सहायक पंजीयक

(8) **Termination of membership:-**

The membership of the society shall cease under any of the following conditions:-

- (1) On death.
- (2) On becoming a person of unsound mind.
- (3) On acceptance of resignation upon its presentation.
- (4) On a person being found involved in acts of moral turpitude and/or found indulging in anti society activities. Termination in such circumstances shall be effected by Board of Governors by passing a resolution in a meeting of Board of Governors. Copy of such type of decision/ resolution would be provided to the concerned member in writing.



Notwithstanding anything stated above The General Assembly or Board of Governors shall not have the authority to take action of termination against the President of the Society.

(9) **Register of membership of members shall be maintained:**

- (1) Name of every member, address, occupation and signature with date.
- (2) The date of entry of members.
- (3) The date of termination.

(10) (A) **General Assembly/ Meeting: -**

Member who has been inducted in the Society as per clauses 5 & 6 of the Articles of Association (Bye-laws/ Rules and Regulations) shall be entitled to participate in general meeting. The meeting shall be held as and when required. The President or the Secretary would be exclusively empowered to call such meetings. At least one general meeting is to be organized in a year.

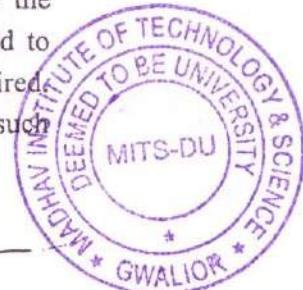
[Signature]

[Signature]

[Signature]
Vice President
The Scindia Engineering College Society, Gwalior

[Signature]
President

The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक. २२७
पंजीयन दिनांक. २७.१०.२०१६
संशोधन दिनांक. १०.१०.२०१५

(i) In case of virtual meeting, time and date of general meeting shall be intimated in advance as per prevalent requirement through e-mail, text message or any other prevalent mode of communication. Minutes of virtual general meeting would be recorded in writing and the participating members would be required to sign the same in the next physical general meeting.

(ii) In case of physical meeting, time, place and date shall be decided by the President or the Secretary, as the case may be and the same shall be communicated in writing to all members at least 15 days before the date of general meeting through e-mail, text message or any other prevalent mode of communication. The quorum of the meeting shall be 1/2 members. If the quorum of the meeting is not fulfilled, then the meeting can be postponed for half an hour and can be resumed at the same place on the same day.

Notwithstanding anything stated above, the general meeting whether virtual or physical, would take place irrespective of quorum after the meeting has been postponed in the manner prescribed above.

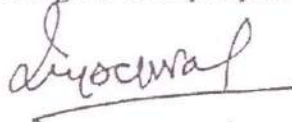
(B) Meeting of Board of Governors:

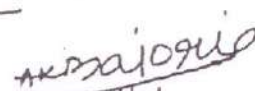
A meeting of Board of Governors will be held every six months or at any time as per requirement. The meeting can be held physically or virtually and can be held at any time and in any form, physical or virtual. The President or the Secretary would be exclusively empowered to call such meetings.

(i) Virtual meeting of the Board of Governors would be conducted after issuance of the notice in advance as per prevalent requirement through e-mail, text message or any other prevalent mode of communication. Minutes of virtual Board of Governors meeting would be recorded in writing and the participating members would be required to sign the same in next physical Board of Governors meeting.

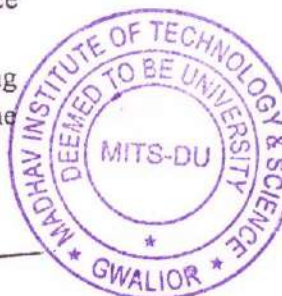
(ii) The physical meeting of the Board of Governors would be called by issuing written intimation of its organization seven days in advance through e-mail, text message or any other prevalent mode of communication. The quorum in the meeting will be 1/2 of the board of governors. If the quorum of the meeting is not fulfilled, then the meeting can be postponed for half an hour and can be resumed at the same place on the same day.

Notwithstanding anything stated above, the Board of Governors meeting whether virtual or physical, would take place irrespective of quorum after the meeting has been postponed in the manner prescribed above.


Secretary
The Scindia Engineering College Society, Gwalior


Vice President
The Scindia Engineering College Society, Gwalior


President
The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक 327
पंजीयन दिनांक 27/11/2025
संशोधन दिनांक 10/11/2025
सहायक पंजीयक

(11) Power and responsibilities of the General Body/ Assembly:

- (1) To sanction the previous year annual progress report.
- (2) To make proper arrangement of permanent funds and assets of the society.
- (3) To appoint auditors for the coming financial year.
- (4) To consider other other subject which may be brought by the Board of Governors / Managing Committee.
- (5) To sanction the statement of income and expenditure account of organization running under the society.
- (6) To approve the annual budget.
- (7) All other work that is necessary for the fulfillment of the purpose of the society.

(12) Constitution of Board of Governors / Managing Committee:

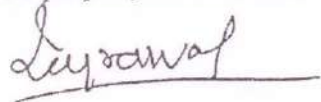
- (1) The members who have been enrolled in the membership register specified in clauses 5 & 6 shall elect the following of the office bearers and members of the Board of Governors / Managing Committee by majority of vote:-
 - (i) President
 - (ii) Vice- President
 - (iii) Secretary
 - (iv) Members of the Board of Governors (minimum five and maximum seven members)
- (2) Vice Chancellor/Director Madhav Institute of Technology & Sciences will be the ex-officio member of the Board of Governors/ Managing Committee. Notwithstanding anything contained above, the ex-officio members nominated/ inducted to the Board of Governors would not be entitled to participate in the election of Board of Governors (President and other office bearers).

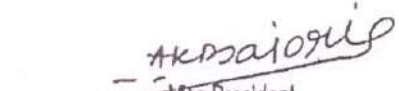
(13) Term of Board of Governors / Managing Committee:


The term of the Board of Governors / Managing Committee shall be three years. The Board of Governors shall function till the new Board of Governors / Managing Committee is constituted, but this period cannot be extended more than six months and such extension of period should be approved by the general body.

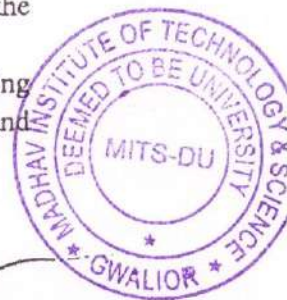
(14) Rights and responsibilities of Board of Governors / Managing Committee:-

1. To arrange the fulfillment of object for which the society has been constituted.
2. To submit the duly audited statement of income and expenditure account of last year well examined with the statement of annual progress report before the general body every year.
3. To make payment and allowance to the employees in the institutions working under the society and to make the payment of taxes charged on the assets and immovable property of the society.


Secretary
The Scindia Engineering College Society, Gwalior


Vice President
The Scindia Engineering College Society, Gwalior


President
The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक ३३३
पंजीयन दिनांक २१.११.१९९६

4. On the recommendation of the President, the Vice Chancellor of Madhav Institute of Technology & Sciences will have the right to appoint, remove & change the staff on any post in accordance with extant rules and regulations.
5. To perform the necessary works as may be assigned by the general meeting from time to time.
6. Transfer/disposal of immovable property with the written permission of the Registrar of the society shall exclusively be within the domain of the Board of Governors.
7. To create a Governing Body to run and manage University / College according to the rules of Department of Higher Education, Ministry of Education.
8. The proposal for the amendment in the by-laws of the society shall be made in a meeting of Board of Governors; the special meeting shall be summoned for considering the discussions and for sanction of the proposed amendment. Such proposal of amendment to the by-laws shall subsequently be put up before the general meeting for passing resolution of amendment. There should be 2/3rd majority of general meeting to pass the resolution for amendments and it shall be sent to the Registrar for approval in prescribed form.

(15) Rights of The President:-

The President will preside over all the meetings of the General Assembly and the Board of Governors and shall do all other work in the interest of the society as per the requirement and will arrange meetings of the general assembly and Board of Governors / Managing Committee. In absence of a majority decision in the General Assembly or the Board of Governors / Managing Committee, the President will have the decisive vote.

(16) Rights of The Vice-President :

In the absence of the President, the Vice-President shall exercise the power of the President in all the meetings of the general assembly and the Board of Governors / Managing Committee during the period of such absence. The powers conferred by the President shall be exercised by the Vice- President.

(17) Rights of Secretary:

1. To call meeting of the General Assembly and the Board of Governors / Managing Committee from time to time and place all the applications and suggestions received on record.
2. To prepare statement of income-expenditure account after due audit by the auditor which would be put up before the General Assembly.

[Signature]

Secretary

The Scindia Engineering College Society, Gwalior

[Signature]

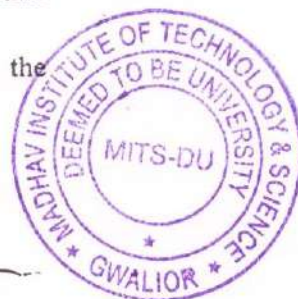
Vice President

The Scindia Engineering College Society, Gwalior

[Signature]

President

The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक ९३३
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3. To make arrangement for preparing all the papers of the society and inspect them. If any irregularity is found, then the report should be laid before the Board of Governors for necessary action.
4. The Secretary will be able to make whatever expenditure and payment required for any work of the society.
5. Performing all the functions assigned by the Board of Governors / Managing Committee and exercising the powers conferred by the President.
6. Shall be authorized to represent the Society in all kinds of court proceedings in cases presented by the society, against the Society, University & College.
7. To do all such works which are necessary and in the interest of accomplishing the objectives of the society.
8. To manage and run the University & College according to the directions of the Board of Governors / Managing Committee.
9. The secretary will be the ex-officio member of all the committees formed by the society / Board of Governors.

(18) Bank Account:

The funds of the society shall be deposited in a scheduled bank /nationalized bank or any other bank. The deposit and withdrawal of the funds shall be done by president / vice president / secretary or any authority appointed by the Board of Governors / Managing Committee.

(19) The Information to be submitted to the Registrar:

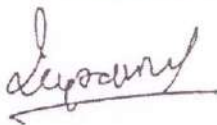
Under Section 27 of the Madhya Pradesh Society Registrickaran Adhiniyam, 1973 (No. 44 of 1973), the list of members of the Board of Governors / Managing Committee in the prescribed form is to be submitted within 45 days from the date of Annual General Meeting of the Society. Under Section 28 of the said Act, audited accounts shall be submitted in prescribed time every year.

(20) Dissolution:

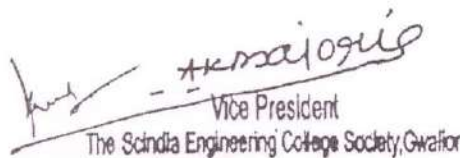
The resolution of dissolution shall be passed by the Society by 3/5th majority of the members that are present in the general meeting along with the President. Such resolution of dissolution shall not be passed without the consent/ permission of President. The above process shall be executed if in conformity to the provisions of the Act.

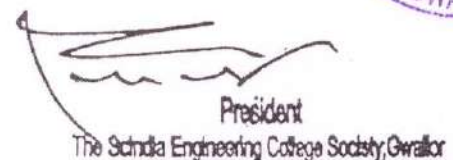
(21) Property:

All movable or immovable property shall be in the name of the Society. Immovable property of the society (fixed assets) cannot be disposed of or acquired by selling donation or otherwise without the written permission of the Registrar of Society.



Secretary
The Scindia Engineering College Society, Gwalior


Vice President
The Scindia Engineering College Society, Gwalior


President
The Scindia Engineering College Society, Gwalior



Rules and Regulations
of
Madhav Institute of Technology & Science
(Run by the Scindia Engineering College Society)

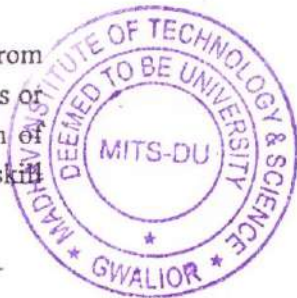
संशोधन सील
पंजीयन क्रमांक ९३७
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सहायक पंजीयक

(22) Definitions

In this Memorandum of Association (MoA) and Rules and Regulations, unless the context otherwise requires—

- (1) "Academic Council" means the academic council of the Institution;
- (2) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (3) "Affiliated College" means a college recognised by, associated with and admitted to the privileges of a University;
- (4) Board of Governors shall mean the Governing body.
- (5) "Board of Studies" means the Board of Studies of a Department of the institution;
- (6) "Campus" means campus (single or multiple locations within the city) of the institution wherein its facilities, faculty, staff, students, and Academic Departments are situated;
- (7) "Centre" means a centre of studies of the Institution;
- (8) "Chancellor", "Vice-Chancellor", and "Pro-Vice-Chancellor" means the Chancellor, Vice-Chancellor and Pro-Vice-Chancellor of the Institution, respectively;
- (9) "Constituent Unit" means an academic unit (Schools or centres or departments) of the institution existing on the date of submission of a proposal to declare an institution to be an Institution;
- (10) "Department" means a department of studies of the Institution;
- (11) Director/Vice Chancellor shall mean the Director/Vice Chancellor of Madhav Institute of Technology & Science appointed by the Society and the Board of Governors
- (12) "Distinct Category" means an existing institution or an institution starting from the beginning with the focus on teaching or research in the unique disciplines or addressing the strategic needs of the country or engaged in the preservation of Indian cultural heritage or preservation of the environment or dedicated to skill



[Signature]

Secretary

The Scindia Engineering College Society, Gwalior

[Signature]
Vice President
The Scindia Engineering College Society, Gwalior

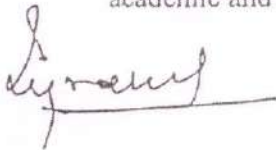
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President

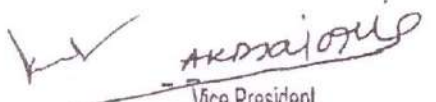
The Scindia Engineering College Society, Gwalior

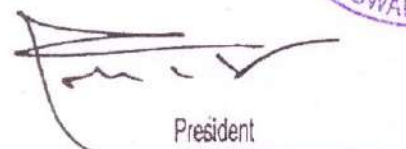
development or dedicated to sports or languages or any other discipline
 as determined by the Expert Committee approved by the President of the
 Commission;

- (13) "Executive Council" means the executive council of the Institution;
- (14) "Expert Committee" means a committee consisting of academics and other experts from other fields and includes representatives of the statutory bodies and approved by the President of the Commission;
- (15) "Government" means the Department in the Ministry of Education in the Central Government dealing with the higher education; Madhav Institute of Technology & Science
- (16) "Institution" means an institution of higher education engaged in teaching and research at the undergraduate, post-graduate or higher level; For the purpose of this MoA Institution means Madhav Institute of Technology & Science, run by the Scindia Engineering College Society
- (17) "Main Campus" means the campus of the Institution, where its major facilities, faculty, staff, students, academic departments and administration are situated;
- (18) "NAAC" means the National Assessment and Accreditation Council;
- (19) "NBA" means the National Board of Accreditation;
- (20) "Necessary Infrastructure" means the infrastructure required under the norms of the concerned statutory body or the Commission, as the case may be;
- (21) "NEP" means the National Education Policy, 2020;
- (22) "NIRF" means the National Institutional Ranking Framework;
- (23) "Notification" means a notification issued by the Central Government in the Official Gazette declaring an institution of higher education, as an Institution under section 3 of the Act;
- (24) President and Vice-President respectively of the Society and Board of Governors.
- (25) "School" or "Faculty" means a school or faculty of studies of the Institution;
- (26) Secretary shall mean the Secretary of the Society and the Board of Governors
- (27) Society shall mean the Scindia Engineering College Society, Gwalior
- (28) "Sponsoring Body" means a body being a charitable or a not-for-profit society or trust or a company under section 8 of the Companies Act, 2013 (18 of 2013), submitting an application for declaring an institution under its administrative, academic and financial control as an institution deemed to be University;



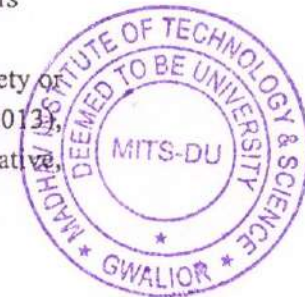
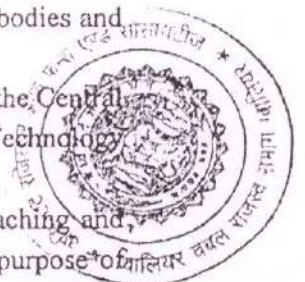
Secretary
 The Scindia Engineering College Society, Gwalior


 Vice President
 The Scindia Engineering College Society, Gwalior


 President
 The Scindia Engineering College Society, Gwalior

संशोधन सोल
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 संशोधन दिनांक १०/०१/२०१७

सहायक पंजीया



- (29) "Standing Committee" means a committee consisting of academics and other experts from other fields and includes representatives of the statutory bodies and approved by the President of the Commission; संशोधन सील
पंजीयन क्रमांक 337
पंजीयन दिनांक 21.10.19.56
संशोधन दिनांक 10.11.2024
- (30) State shall mean the State in which Gwalior is for the time being situated. सहायक पंजीयक
- (31) "Statutory Body" means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education, including the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Indian Nursing Council (INC), the National Council for Teacher Education (NCTE) and the National Medical Commission (NMC), or any other statutory body established under an Act of Parliament;
- (32) "Teacher" means professors, associate professors, assistant professors and such other academic staff as may be appointed for imparting instructions or conducting research in the institution deemed to be University including the adjunct faculty or professor of practice or visiting faculty;

(23) Objectives of Institution (Madhav Institute of Technology & Science):

The objectives of Institutions shall be to:

- Provide higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit, primarily at undergraduate, post-graduate, and research degree levels, fully conforming to the concept of a University;
- Engage in inter-disciplinary or multi-disciplinary or trans-disciplinary teaching and research in addition to domain-specific specialisation;
- Provide for high-quality teaching and research recognised nationally and globally;
- Recognise, identify and foster the unique capabilities of each student, by sensitising teachers as well as parents to promote each student's holistic development;
- Provide multi-disciplinary and a holistic education in the faculties of engineering, technology, Architecture, management, science, humanities and other disciplines as deemed fit by Academic Council of Institute;
- Transform into research and teaching intensive University over a period of time;
- Focus on research and innovation by setting up start-up incubation centers; technology development centres; centres in frontier areas of research; greater

[Signature]

Secretary
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Vice President
The Scindia Engineering College Society, Gwalior

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President
The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक २६७
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सहायक पंजीयक

industry-academic linkages; and inter-disciplinary research including humanities and social sciences research;

- (h) Provide flexible and innovative curriculum, which includes credit-based courses and projects in the areas of community engagement and service, environmental education, value-based education, etc.;
- (i) Contribute for social transformation through socially responsive teaching, learning, research, and fieldwork;
- (j) Adopt the provisions of NEP, 2020; and
- (k) Strengthen the research ecosystem by establishing Research and Development Cell (RDC).



(24) Corpus Fund

- (1) A corpus fund of rupees twenty-five crores or as decided by the Commission from time to time, shall be created and maintained in the name of the Institution.
- (2) The interest accrued on the corpus fund shall be used only for the purpose of further development of the Institution.
- (3) Institution may invest the corpus fund in any suitable scheme or schemes.

(25) Governance

(25.1) Society

- a) Institution is managed by The Scindia Engineering College Society (SECS) which is registered under the Societies Registration Act No. 53 of 1950 (no. 337 of 1956). The Promoter of the society was His Highness Lt. Gen. Maharaja Sir Jiwaji Rao M. Scindia, Maharaja of Erstwhile State of Gwalior in 1956.
- b) The Scindia Engineering College Society is a not-for-profit society and it is exclusively for running educational activities and no other activities are being carried out of shall be carried out in future under it.
- c) The society is established to provide first class engineering college at Gwalior and to run, manage and administer the same.
- d) The registered office of the society is situated at Gwalior, Madhya Pradesh.
- e) Provided also that the Scindia Engineering College Society (SECS) shall make available the necessary infrastructure for operating the Institution without any rental or other such charges.

Secretary

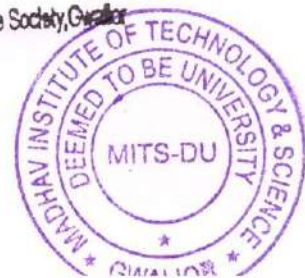
The Scindia Engineering College Society, Gwalior

Vice President

The Scindia Engineering College Society, Gwalior

President

The Scindia Engineering College Society, Gwalior



संशोधन सील
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पंजीयन दिनांक 23.10.1956
संशोधन दिनांक 10.01.1957

(25.2) All moveable and immovable assets of the Institution shall be used for the purposes of conducting academic activities, promotion of research and related administrative requirements of the Institution, including the outreach educational activities.

(25.3) The highest governing body of the institution shall be the Executive Council to be headed by the Vice-Chancellor and consisting of not less than ten and not more than thirteen members.

(25.4) The Executive Council shall be the principal executive body of the Institution.

(25.5) The composition of the Executive Council shall be as under -

- Vice-Chancellor-Chairperson;
- Pro-Vice-Chancellor (wherever applicable);
- Two members from amongst the Deans of schools of studies, by rotation, to be appointed by the Vice-Chancellor;
- One Professor, who is not a Dean, by rotation, to be appointed by the Vice-Chancellor;
- One Associate Professor, by rotation, to be appointed by the Vice-Chancellor;
- One Assistant Professor, by rotation, to be appointed by the Vice-Chancellor;
- UGC Nominee as representative;
- Up to four nominees of the Sponsoring body; and
- The Registrar, who shall be the ex-officio Secretary of the Executive Council.

(25.6) Tenure of the members of Executive Council

- All the members of the Executive Council, other than the Vice-Chancellor and Pro-Vice-Chancellor, shall hold office for a term of three years and in the case of Deans, the term shall be three years or until they hold the office of Dean, whichever is earlier.
- Members of the Executive Council appointed by the Vice-Chancellor from Professor, Associate Professor and Assistant Professor category shall hold office for a period of one year or till such time they cease to be teachers of the University, whichever is earlier.

[Signature]

Secretary
The Scindia Engineering College Society, Gwalior

[Signature]
Vice President
The Scindia Engineering College Society, Gwalior

[Signature]
President
The Scindia Engineering College Society, Gwalior



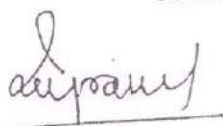
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(25.7) Powers and limitations of Executive Council

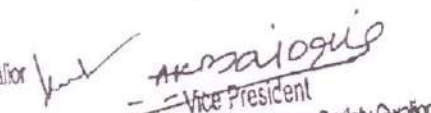
- (1) The Executive Council shall have the power of management and administration of the Institution.
- (2) The Executive Council shall be the final decision-making body of the institution in respect of every matter of the Institution, including academic, administrative, personnel, financial, and developmental matters.
- (3) Subject to the provisions of UGC regulations and the rules of the Institution, the Executive Council shall, in addition to all other powers vested in it, have the following powers, namely:
 - (a) To appoint such Professors, Associate Professors, Assistant Professors and other academic staff, including Chairs, as may be necessary, on the recommendation of the Selection Committee constituted for the said purpose and to fill up temporary vacancies therein;
 - (b) To regulate and enforce discipline amongst the employees of the institution in accordance with the rules of the Institution;
 - (c) To provide for the appointment of Visiting Professors, Emeritus Professors, Professor of Practice, Consultants, Scholars, etc., and determine the terms and conditions of such appointments;
 - (d) To exercise such other powers and perform such other duties as may be conferred or imposed on it by the rules and regulations of the Institution;
 - (e) To make rules and regulations for the institution; and

(25.8) Meetings of Executive Council

- (1) The Executive Council shall meet at least four times a year (minimum two in one semester), with not less than seven days' prior notice given before every meeting of the Executive Council and emergency meetings may be convened at a shorter notice, for reasons to be recorded in writing for such emergency meeting.
- (2) One-third of the total number of members of the Executive Council shall form the quorum for the meeting.



Secretary
The Scindia Engineering College Society, Gwalior


Vice President
The Scindia Engineering College Society, Gwalior



President
The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक ३४७
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- (3) In the absence of the Vice-Chancellor, the Pro-Vice Chancellor shall preside over the meeting; and where there is no Pro-Vice-Chancellor in Institution, a member chosen by the other members of the Executive Council present at the meeting, shall preside over the meeting.
- (4) Every member of the Executive Council including the Chairperson, shall have one vote and the decisions at the meetings of the Executive Council shall be taken by simple majority; and in case of a tie, the Chairperson shall have a casting vote.
- (5) Any business, which may be urgent in nature, may be carried out by circulation amongst its members.
- (6) A copy of the minutes of each meeting shall be furnished to the Chancellor of the Institution, as soon as possible after the convening of the meeting.

(25.9) Termination of membership

If a member other than the Vice-Chancellor and those representing the teachers, accepts a full-time appointment in the Institution or fails to attend three consecutive meetings of the Executive Council, without proper leave of absence, such member shall cease to be a member of the Executive Council.

(25.10) Delegation of powers of Executive Council

The Executive Council may, by a resolution, delegate to the Vice-Chancellor or any other officer or faculty or to a Committee of officers or faculties of the Institution, such powers as it may deem fit, subject to the condition that the action taken by the Vice-Chancellor or the officer or faculty or the Committee in the exercise of the powers so delegated, shall be reported at the next meeting of the Executive Council.

(25.11) Other authorities of Institution

A. Academic Council

- (1) The Academic Council shall be the Principal academic body of the Institution and shall, subject to the provision of the rules of the Institution, co-ordinate and exercise general supervision over the academic policy of the Institution.
- (2) The composition of the Academic Council shall be as under:
- Vice Chancellor - Chairperson;
 - Pro Vice-Chancellor (wherever applicable);

[Signature]

Secretary
The Scindia Engineering College Society, Gwalior

[Signature]

Vice President
The Scindia Engineering College Society, Gwalior

[Signature]

President
The Scindia Engineering College Society, Gwalior



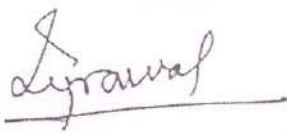
संशोधन सील
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संशोधन दिनांक ०९/०९/१६

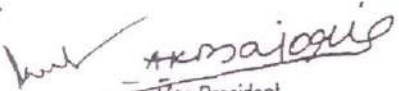
- (iii) Deans of faculties of the schools and heads of the departments or centres;
 - (iv) Up to ten Professors (excluding those who are Deans of schools and heads of departments or centres) by rotation, to be nominated by the Vice-Chancellor giving due regard to the representation of different schools or departments or centres;
 - (v) Up to five Associate Professors from departments or centres other than the heads of the departments or centres, by rotation, to be appointed by the Vice-Chancellor;
 - (vi) Up to five Assistant Professors from the departments or centres other than the heads of the departments or centres, by rotation, to be appointed by the Vice-Chancellor;
 - (vii) Six persons of repute from amongst the educationists or experts for their specialised knowledge, who are not in the service of the Institution, nominated by the Vice-Chancellor; and
 - (viii) The Registrar, who shall be the ex-officio Secretary of the Academic Council.
- (3) The representation of different categories shall be through rotation and not through an election and the term of members, other than the ex-officio members, shall be three years and the Controller of Examination shall be the permanent invitee to the meetings of the Academic Council.

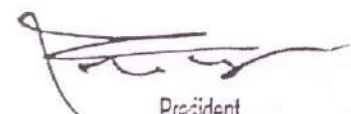
B. Powers and Functions of Academic Council:

Subject to the provisions of these regulations and rules of the Institution, the Academic Council shall, in addition to all other powers vested in it, have the following powers, namely:—

- (a) To exercise general supervision over the academic policies of the institution and to give directions regarding methods of instruction, co-ordination of teaching among departments or faculties or schools or centers, evaluation of research and improvement of academic standards;
- (b) To bring about and promote inter-departmental, inter-faculty, inter-school, inter-center co-ordination and to establish or appoint such committees or boards, as may be deemed necessary for the purpose;


Secretary
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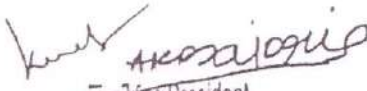
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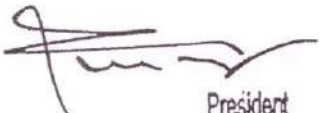
- (c) To consider matters of general academic interest either on its own initiative, or on a reference by a department or faculty or school or centre or the Executive Council, and to take appropriate action thereon;
- (d) To prescribe courses or programmes of study leading to degree and diploma of the Institution;
- (e) To make arrangements for the conduct of examinations in conformity with the rules and bye-laws of the Institution;
- (f) To maintain proper standards of the examination;
- (g) To recognise diplomas and degrees of Universities and other Institutions and to determine equivalence with the diplomas and degrees of the Institution;
- (h) To institute Fellowships, Scholarships, Medals, Prizes, etc.;
- (i) To frame rules covering the academic functioning of the Institution, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence, etc.;
- (j) To take a periodical review of the activities of the departments or centres and to take appropriate action to maintain and improve the standards of instruction;
- (k) To recommend the institution of teaching posts (Professors, Associate Professors, and Assistant Professors) to the Executive Council;
- (l) To make recommendations to the Executive Council for the establishment or abolition of departments or centres or schools or faculties, etc.
- (m) To make recommendations to the Executive Council; and
- (n) To exercise such other powers and to perform such other duties, as may be conferred or imposed upon it by the rules of the Institution.

C. Meeting of Academic Council

- (1) The Academic Council shall meet as often as necessary but not less than four times (at least two times in a semester) during an academic year with not less than seven days prior notice being given before every meeting of the Academic Council and emergency meetings may be convened at a shorter notice, for reasons to be recorded in writing for such emergency meeting.


Secretary
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Vice President
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President
The Scindia Engineering College Society, Gwalior



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संशोधन दिनांक 01.12.2016

- (2) One-third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- (3) Each member, including its Chairperson, shall have one vote, and decisions at the meetings of the Academic Council shall be taken by simple majority; and in case of a tie, the Chairperson shall have a casting vote.
- (4) Any business that may be necessary for the Academic Council to perform, which may be urgent in nature, may be carried out by circulation amongst its members.

D. Finance Committee

- (1) The composition of the Finance Committee shall be —
 - (i) Vice Chancellor - Chairperson;
 - (ii) Pro Vice-Chancellor (wherever applicable);
 - (iii) One person nominated by the society or trust or company, as the case may be (wherever applicable);
 - (iv) Three persons to be nominated by the Executive Council, out of whom at least one shall be a member of the Executive Council;
 - (v) UGC nominee as representative;
 - (vi) Three persons to be nominated by the Chancellor;
 - (vii) Finance Officer-Secretary- ex officio
- (2) All members of the Finance Committee other than ex-officio member shall hold office for a term of three years.
- (3) The Finance Committee shall meet at least four times in an academic year (at least twice each semester) to examine the accounts and scrutinise the proposals for expenditure and one-third of the total number of members of the Finance Committee shall form the quorum for a meeting.
- (4) All proposals relating to the creation of posts and those items which have not been included in the Budget, shall be examined by the Finance Committee before the Executive Council considers them and to decide waiver in fees, the establishment of scholarships, freeship and any other financial benefits.
- (5) The annual accounts and financial estimates of the institution prepared by the Finance Officer shall be laid before the Finance Committee for consideration and comments and thereafter the same shall be submitted to the Executive Council for approval.

Secretary

Secretary
The Scindia Engineering College Society, Gwalior

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- (6) The Finance Committee shall recommend limits for the recurring and non-recurring expenditures for the year, based on the resources of the Institution.
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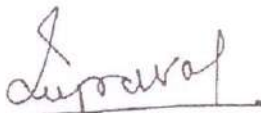
E. Board of Studies

- (1) There shall be one Board of Studies for each department or school of the Institution. The composition of the Board of Studies shall be:
- Dean of school or Head of the department - Chairperson;
 - All Professors of the school or department;
 - Two Associate Professors of the school or department, by rotation;
 - Two Assistant Professors of the school or department, by rotation and
 - Two external experts to be co-opted for their specialised knowledge.
- (2) Subject to the overall control and supervision of the Academic Council, the functions of a Board of Studies shall be to approve subjects for research for various degrees and other requirements of research degrees and to recommend to the concerned School Board in such manner as may be prescribed by the rules of the Institution regarding—
- Courses of studies;
 - Appointment of supervisors for research; and
 - Measures for the improvement of the standards of teaching and research.
- (3) The powers and functions of the Board of Studies shall be prescribed by the rules of the Institution.

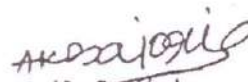
F. Selection Committee for appointment of teaching staff

There shall be one or more Selection Committees constituted, for making recommendations to the Executive Council for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed, in accordance with the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018/recent Regulations and amendment.

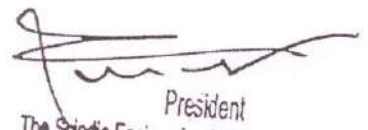
G. Disqualification



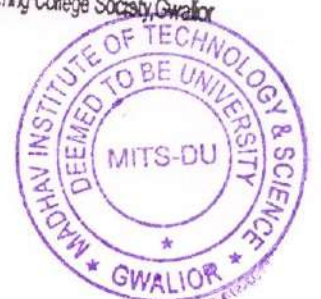
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


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The Scindia Engineering College Society, Gwalior


President

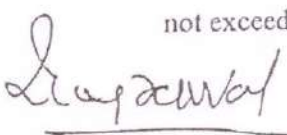
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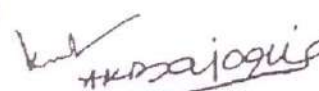



संशोधन सोल
पंजीयन क्रमांक २३७१
पंजीयन दिनांक २१/०१/२०२४
संशोधन दिनांक १०/०१/२०२४

B. Vice-Chancellor:

- (1) The Vice-Chancellor shall be a whole-time salaried officer of the Institution and shall be appointed by the Chancellor from a panel of three names suggested by a Search-cum-Selection Committee.
- (2) The qualifications of the Vice-Chancellor shall be in accordance with the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018/recent regulations and amendments.
- (3) The procedure for composition of Search-cum-Selection-Committee (SCSC) for the selection of Vice-Chancellor shall be as under—the composition of the Search-cum-Selection Committee shall be as under—
 - (i) A nominee of the Chancellor, who shall be a reputed academician as the Chairperson of the Committee;
 - (ii) A nominee of the President, University Grants Commission; and
 - (iii) An academician, with not less than ten years' service as Professor, nominated by the Executive Council.
- (4) The Vice-Chancellor shall hold office for a term of five years from the date on which he or she enters upon his or her office or until he or she attains the age of seventy years, whichever is earlier and shall be eligible for re appointment for one more term by following the procedure prescribed for the appointment of Vice-Chancellor: Provided that notwithstanding the expiry of the said period of five years, he or she shall continue in office until his or her successor is appointed and enters upon his or her office, however, in no case, the Vice-Chancellor shall hold office beyond the age of seventy years: Provided further that the Chancellor may direct the Vice-Chancellor, after his or her term has expired, to continue in office for such period, not exceeding a total period of one year.


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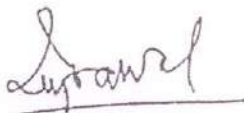


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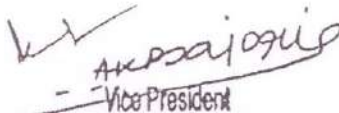
- (5) In the case of Government controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipt, the respective Government may direct the Vice-Chancellor, after his or her term has expired, to continue in office for such period, not exceeding a total period of one year.
- (6) If the office of the Vice-Chancellor becomes vacant due to death, resignation or otherwise, or if he or she is unable to perform his or her duties due to ill health or any other cause, the Pro-Vice-Chancellor shall perform the duties of the Vice-Chancellor: Provided that if the Pro-Vice-Chancellor is unavailable, the Chancellor shall appoint the senior most Professor who shall perform the duties of the Vice-Chancellor, until a new Vice-Chancellor assumes office or the existing Vice-Chancellor resumes the duties of his or her office, as the case may be. Provided further that, in the case of Central Government or State Government controlled or managed or receiving funds more than or equal to fifty per cent. of their annual receipt, if the Pro-Vice-Chancellor is unavailable, the Government shall appoint the senior most Professor or any other eminent academician to perform the duties of the Vice-Chancellor initially for a period of six months or until a new Vice Chancellor assumes office or the existing Vice-Chancellor resumes the duties of his or her office, as the case may be.

C. Powers and duties of Vice-Chancellor

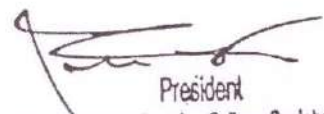
- (1) The Vice-Chancellor shall be the Principal Executive Officer and academic officer of the institution and shall exercise general supervision and control over the affairs of the institution and give effect to the decision of all authorities of the institution.
- (2) The Vice-Chancellor may, if he or she is of the opinion that immediate action is necessary on any matter, exercise any power conferred on any authority of the institution by or under these regulations and shall report to such authority at its next meeting the action taken by him or her on such matter:



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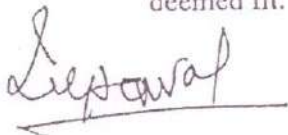


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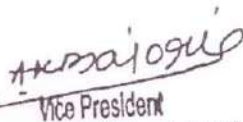
Provided that, if the authority mentioned in this sub-regulation is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final:

Provided further that any person in the service of the institution who is aggrieved by the action taken by the Vice-Chancellor under this regulation shall have the right to represent against such action to the Executive Council within ninety days from the date on which decision on such action is communicated to him and thereupon the Executive Council may confirm, modify or reverse the action taken by the Vice-Chancellor.

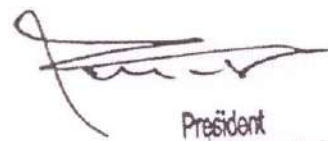
- (3) The Vice-Chancellor, if he or she is of the opinion that any decision of any authority of the institution is beyond the power of the authority conferred by the provisions of these regulations or that any decision taken is not in the interest of the Institution, may ask the authority concerned to review its decision within sixty days of such decision and if the authority refuses to review the decision either in whole or in part or no decision is taken by it within the said period of sixty days, the matter shall be referred to the Chancellor whose decision thereon shall be final.
- (4) The Vice-Chancellor shall be the *ex-officio* Chairperson of the Executive Council, the Academic Council and the Finance Committee and shall, in the absence of the Chancellor, preside at the Convocations held for conferring degrees to the students.
- (5) The Vice-Chancellor shall be entitled to be present at, and address, any meeting of any authority or other body of the Institution, but shall not be entitled to vote unless he or she is a member of such authority or body.
- (6) It shall be the duty of the Vice-Chancellor to see that these regulations are duly observed and implemented and he or she shall have all the powers necessary to ensure such implementation.
- (7) The Vice-Chancellor shall have all the powers necessary for the proper maintenance of discipline in the Institution, and he or she may delegate any such powers to such person or persons, as he or she may deemed fit.



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पंजीयन दिनांक २७/०१/२०१६
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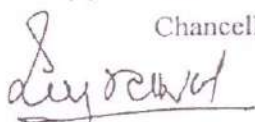
- (8) The Vice-Chancellor shall have the power to convene or cause to be convened the meetings of the Executive Council, the Academic Council, the Finance Committee, and other authorities.

D. Removal of Vice-Chancellor

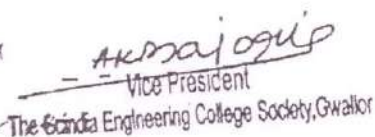
- (1) Where there are reasons to believe that the Vice-Chancellor of an Institution does not possess the qualifications as required under the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, or is not appointed as per the procedure stipulated in these regulations or has committed any financial or administrative impropriety, the President of Commission shall constitute an enquiry committee consisting of academic, administrative or financial experts to enquire into the matter.
- (2) On the directions from the Commission, the Chancellor shall place the Vice-Chancellor under suspension, pending an enquiry.
- (3) The enquiry committee shall give an opportunity of hearing to the Vice-Chancellor before submitting its report to the Commission and where the report of the enquiry committee confirms the ineligibility or procedural violations or impropriety, as the case may be, the Commission shall direct the Chancellor to remove the Vice-Chancellor by following due procedure:

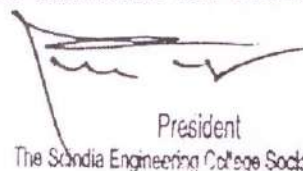
Provided that, in respect of the Vice-Chancellor of institution managed or controlled receiving funds more than or equal to fifty per cent. of their annual receipt from the Central Government or State Government, the concerned Government shall constitute an enquiry committee which shall provide an opportunity of hearing to the Vice-Chancellor before submitting its report to the Government and in the interregnum period, the Government shall place the Vice-Chancellor under suspension, pending enquiry and the Vice-Chancellor shall be removed only by the concerned Government.

- (4) Notwithstanding anything contained in these regulations, the Chancellor may, at any time after the Vice-Chancellor has entered



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upon his or her office, by order in writing, remove the Vice-Chancellor from office on the grounds of incapacity, misconduct or violation of these regulations: Provided that the Chancellor shall make no such order unless the Vice-Chancellor has been given a reasonable opportunity of showing cause against the action proposed to be taken against him: Provided further that the Chancellor may, at any time before making such order, place the Vice-Chancellor under suspension, pending an inquiry.

- (5) In case of an institution managed or controlled or receiving funds more than or equal to fifty per cent. of its annual receipt from the Central or State Government or its Agencies, the actions referred to in sub-regulations (1) to (4) shall have the approval of the appropriate Government.

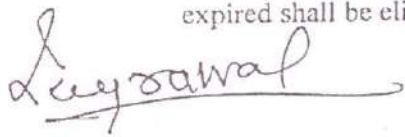
E. Pro-Vice-Chancellor

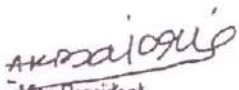
- (1) On the recommendation of the Vice-Chancellor, the Executive Council shall appoint a Professor as Pro-Vice-Chancellor to discharge the duties of the Pro-Vice-Chancellor in addition to his or her duties as a Professor:

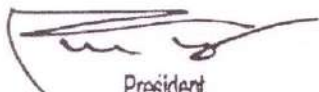
Provided that in case of Government controlled or managed or receiving funds more than or equal to fifty percent. of their annual receipt, the Vice-Chancellor shall seek approval of the appropriate Government before appointing Pro-Vice-Chancellor: Provided further that where the recommendation of the Vice-Chancellor is not accepted by the Executive Council, the matter shall be referred to the Chancellor, who may either appoint the Professor recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend name of another Professor for re-consideration by the Executive Council.

- (2) The term of office of the Pro-Vice-Chancellor shall be such as may be decided by the Executive Council, but it shall not, in any case, exceed five years or until the expiration of the term of office of the Vice-Chancellor, whichever is earlier:

Provided that the Pro-Vice-Chancellor whose term of office has expired shall be eligible for re-appointment by following the procedure


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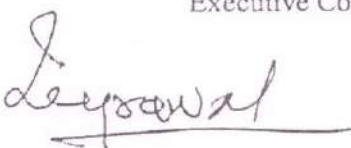
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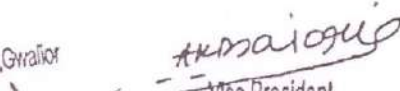
prescribed for the appointment of Pro-Vice-Chancellor: Provided further that the Pro-Vice-Chancellor shall, while discharging duties of the Vice-Chancellor, continue in office, notwithstanding the expiration of his or her term of office as Pro-Vice-Chancellor, until the Vice-Chancellor resumes office or a new Vice-Chancellor assumes office, as the case may be: Provided also that, in any case the Pro-Vice-Chancellor shall retire on attaining the age of sixty-five years.

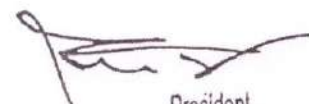
- (3) The Pro-Vice-Chancellor shall have the powers and duties as may be prescribed by the rules of the Institution.
- (4) The Pro-Vice-Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by the Vice-Chancellor on this behalf, from time to time, and shall also exercise such powers and perform such duties as may be assigned or delegated to him by the Vice-Chancellor.

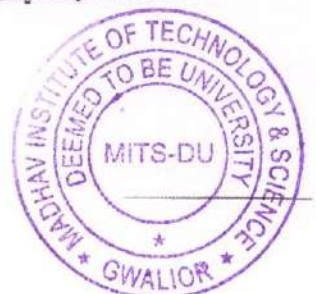
F. Registrar

- (1)
 - (a) The Registrar shall be a whole-time salaried officer of the institution and shall be appointed by the Executive Council on the recommendations of the selection committee consisting of the following:
 - (i) Vice-Chancellor - Chairperson;
 - (ii) One nominee of the Chancellor;
 - (iii) Two members of the Executive Council nominated by it; and
 - (iv) One expert not in the service of the University to be nominated by the Executive Council.
 - (b) The meeting of the selection committee shall be fixed after prior consultation with, and subject to the convenience of the Chancellor's nominee and the experts nominated by the Executive Council and the proceedings of the selection committee shall not be valid unless at least three of the Chancellor's nominees or persons nominated by the Executive Council attended the meeting.


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- (2) The Registrar shall hold office for a term of five years from the date of assuming office and shall be eligible for re-appointment for a second term by following the procedure prescribed for Registrar: Provided that, the Registrar shall retire on attaining the age of sixty-two years and the emoluments and other terms and conditions of service of the Registrar shall be such as may be prescribed by the rules of the Institution.

- (3) When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence, or any other cause, unable to perform the duties of his or her office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

- (4) The Registrar shall be ex-officio Secretary of the Executive Council and the Academic Council, but shall not be deemed to be a member of any of these authorities.

- (5) The Registrar shall be directly responsible to the Vice-Chancellor and work under his or her direction.

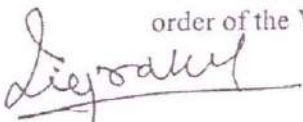
- (6) The Registrar shall have the power to take disciplinary action against employees, excluding teachers and other academic staff, as may be specified in the order of the Executive Council and to suspend them pending inquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increment:

Provided that no such penalty shall be imposed unless the person has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him or her.

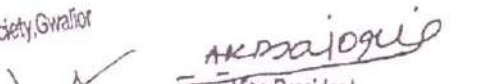
- (7) An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified in sub-regulation (6).

- (8) In the case where the inquiry discloses that a punishment beyond the power of the Registrar is called for, the Registrar shall, upon the conclusion of the inquiry, make a report to the Vice-Chancellor along with his or her recommendations:

Provided that an appeal shall lie to the Executive Council against an order of the Vice-Chancellor imposing any penalty.



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(9) It shall be the duty of the Registrar—

- (a) To be the custodian of the records, the common seal, and such other property of the institution as the Executive Council shall commit to his or her charge;
- (b) To issue all notices convening meetings of the Executive Council, the Academic Council, and any Committees appointed by those authorities;
- (c) To keep the minutes of all the meetings of the Executive Council, the Academic Council, and any Committees appointed by those authorities;
- (d) To conduct the official correspondence between the Executive Council and the Academic Council;
- (e) To supply to the Chancellor copies of the agenda of the meetings of the authorities of the institution as soon as they are issued and the minutes of such meetings;
- (f) To represent the institution in suits or proceedings by or against the University, sign powers of attorney and verify pleadings or depute his or her representative for the purpose;
- (g) To perform such other duties as may be specified in the rules of the institution or as may be required from time to time by the Executive Council or the Vice-Chancellor, as the case may be;
- (h) To enter into an agreement, sign documents, and authenticate records on behalf of the Institution;
- (i) To make arrangements to safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the Institution; and
- (j) To conduct the official correspondence on behalf of the authorities of the Institution.

G. Finance Officer

- (1) The Finance Officer shall be appointed by the Executive Council on the recommendations of a selection committee constituted for the purpose and he or she shall be a whole-time salaried officer of the Institution.

[Signature]

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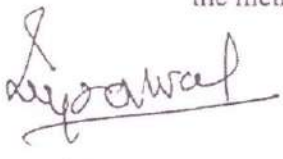


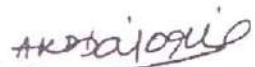
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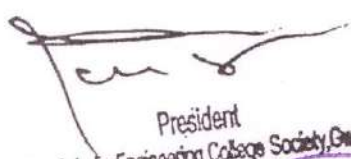


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- (2) The Finance Officer shall be appointed for a term of five years and shall be eligible for re-appointment by following the procedure prescribed for the appointment of the Finance Officer: Provided that, the Finance Officer shall retire on attaining the age of sixty-two years.
- (3) The emoluments and other terms and conditions of service of the Finance Officer shall be such as may be prescribed by the Executive Council from time to time.
- (4) When the office of the Finance Officer is vacant or when the Finance Officer is, by reason of illness, absence or any other cause, unable to perform the duties of his or her office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
- (5) The Finance Officer shall be *ex-officio* Secretary of the Finance Committee but shall not be deemed to be a member of such Committee.
- (6) The Finance Officer shall—
 - (a) Exercise general supervision over the funds of the institution and shall advise it as regards its financial policy; and
 - (b) Perform such other financial functions as may be assigned to him by the Executive Council or as may be prescribed by the rules of the Institution.
- (7) Subject to the control of the Executive Council, the Finance Officer shall—
 - (a) Ensure that the limits fixed by the Executive Council for recurring and non-recurring expenditures for a year are not exceeded and that all amounts of money are expended on the purpose for which they are granted or allotted;
 - (b) Be responsible for the preparation of annual accounts and the budget of the institution and for their presentation to the Executive Council;
 - (c) Keep a constant watch on the state of the cash and bank balances and on the state of investments;
 - (d) Watch the progress of the collection of revenue and advice on the methods of collection employed;


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- (c) Ensure that the registers of buildings, land, furniture, and equipment are maintained and up-to-date and that stock checking is conducted, of equipment and other consumable materials in all offices, departments, schools, faculties, centers and specialised laboratories;
- (f) Bring to the notice of the Vice-Chancellor un-authorised expenditure and other financial irregularities and suggest disciplinary action against persons at fault;
- (g) Call for from any office, department, school, faculty, centre, laboratory, etc. maintained by the institution any information or returns that he or she may consider necessary for the performance of his or her duties; and
- (h) Work under the direction of the Vice-Chancellor and shall be responsible to the Executive Council through the Vice-Chancellor.



H. Controller of Examinations

- (1) The Controller of Examinations shall be appointed by the Executive Council on the recommendations of a selection committee constituted for the purpose and he or she shall be a whole-time salaried officer of the Institution.
- (2) The Controller of Examinations shall be appointed for a term of five years and shall be eligible for reappointment by following the procedure prescribed for the appointment of Controller of Examination: Provided that the Controller of Examinations shall retire on attaining the age of sixty-two years.
- (3) The emoluments and other terms and conditions of service of the Controller of Examination shall be such as may be prescribed by the Executive Council from time to time.
- (4) When the office of the Controller of Examinations is vacant or when the Controller of Examinations is, by reason of illness, absence or any other cause, unable to perform the duties of his or her office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

[Signature]

Secretary
The Scindia Engineering College Society, Gwalior

[Signature]

Vice President
The Scindia Engineering College Society, Gwalior

[Signature]

President
The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक ३३१
पंजीयन दिनांक २३/१२/१९९६
संशोधन दिनांक १०/०१/२००१

- (5) The Controller of Examination shall arrange for and superintend the examinations of the Institution in the manner as may be prescribed by the rules of the Institution.
- (6) The Controller of Examinations shall be a permanent invitee to the Academic Council.
- (7) The Controller of Examinations shall ensure that all the specific directions of the Executive Council, Academic Council and Vice-Chancellor in respect of examination and evaluation are complied with.



I. Dean

- (1) The Departments dealing with allied subjects may be grouped into faculties or schools, etc., and every faculty shall be headed by a Dean.
- (2) Every Dean of the school or faculty shall be appointed by the Vice-Chancellor from amongst the Professors in the school or faculty, by rotation, for a period of two years: Provided that if there is only one Professor or no Professor in a school or faculty, the Dean shall be appointed, for the time being, from amongst the Professor, if any, and the Associate Professors in the school or faculty.
- (3) When the office of the Dean is vacant or when the Dean is, by reason of illness, absence or any other cause, unable to perform duties of his or her office, the duties of the office shall be performed by the senior-most Professor or Associate Professor, as the case may be, in the School.
- (4) The Dean shall be the Head of the school or faculty or centre and shall be responsible for the conduct and maintenance of the standards of teaching and research in the school or faculty or centre and shall have such other functions as may be prescribed by the rules of the Institution.
- (5) The Dean shall have the right to present and speak at any meeting of the Board of Studies or Committees of the school or faculty or centre, as the case may be, but shall not have the right to vote there unless he is a member thereof.

L. S. Rawal

Secretary
The Scindia Engineering College Society, Gwalior

[Signature]

A. K. Rajguru
Vice President
The Scindia Engineering College Society, Gwalior

[Signature]
President
The Scindia Engineering College Society, Gwalior



संशोधन दिनांक 357-
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J. Head of the Department

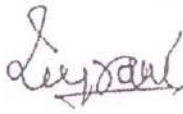
- (1) There shall be a Head of the Department or chairperson of the centre for each of the department or centre in the Institution, who shall be appointed by the Vice-Chancellor from amongst the Professors of the department or centre: Provided that if there is no Professor in the department or centre or there is only one Professor in the department or centre, whose term as Head of the department or chairperson of the centre is ending, the Vice-Chancellor may appoint an Assistant Professor as Head of the Department.
- (2) The term of the Head of the department or chairperson of the centre shall normally be two years and he or she shall be eligible for re-appointment for one more term by following the procedure prescribed for appointment of the Head of the department or chairperson of the centre.
- (3) The powers and functions of the Head of the department or chairperson of the centre shall be prescribed by the rules of the Institution.

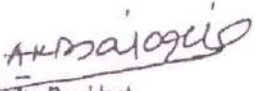
(27) Admission and fees structure


A. **Admission:** Admission of students to the Institution, public or self-financing, shall be strictly based on merit in the entrance exam conducted by a Government Testing Agency or the Institution and as prescribed by the appropriate statutory authority, wherever applicable and in case of no entrance examination, the admission of students to the Institution may be made in the manner specified in the prospectus.

B. Fee structure

- (1) Donation or capitation fee in whatever nomenclature or form, either directly or indirectly, is strictly prohibited.
- (2) The institutions deemed to be Universities shall follow the rules and regulations regarding fee structure, number of seats, etc., issued by the relevant statutory bodies and in case an Institution offers different courses which come under the regulatory ambit of different statutory bodies, namely the University Grants Commission, the All India Council of Technical Education, National Medical Council etc., the rules and regulations regarding fee structure, number of seats, etc., issued by such statutory body concerned shall be applicable.


 Secretary
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 Vice President
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 President
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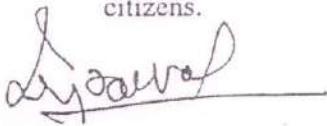
संशोधन रील
 फंजीयन क्रमांक ३३३
 फंजीयन दिनांक २१.११.१९९६
 संशोधन दिनांक १०.११.१९९५

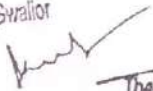
- (3) The fee shall be fixed transparently, keeping in view non-profitmaking or non-commercial aspects.
- (4) The fee shall be collected as declared in the prospectus of the Institution and with a proper receipt for such payment and the prospectus shall also state that donation or capitation fee in whatever nomenclature or form, either directly or indirectly, shall not be collected from the student or parent and in case of any grievance the student or parent may submit their complaint to the Institution.
- (5) The Institution may provide fee concession or scholarships or may allocate some seats to meritorious students belonging to socially and economically deprived groups of the society.
- (6) The Institution shall abide by all the University Grant Commission notifications, guidelines regarding the refund of fees and return of original certificates, as may be issued from time to time.
- (7) Every Institution shall maintain the records of the entire process of selection of candidates, exhibit such records on its website, and preserve such records for a minimum period of five years.
- (8) The Institution shall make available the prospectus on its website at least sixty days before the commencement of admissions, including fee structure, refund policy, number of seats in a programme, eligibility qualifications, admission process, etc.
- (9) The Institution shall not retain any original certificates of the students, faculty members, and staff.

(28) Institution open to all

- (1) The Institution shall be open to the persons of all genders and of whatever caste, creed, race or class, and it shall not be lawful for the Institution to adopt or impose on any person, any test whatsoever of religious belief or profession in order to entitle him or her to be appointed as a faculty member of the Institution or to hold any other office therein or to be admitted as a student in the Institution or to graduate there at or to enjoy or exercise any privilege thereof:

Provided that nothing in this section shall be deemed to prevent the Institution from making special provision for the employment or admission of women, persons with disabilities, or of persons belonging to the weaker section of the society and, in particular, of the Scheduled Castes, the Scheduled Tribes and the other socially and educationally backward classes of citizens.

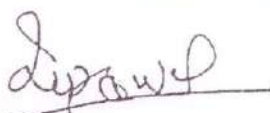

 Secretary
 The Scindia Engineering College Society, Gwalior

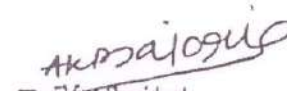

 Vice President
 The Scindia Engineering College Society, Gwalior

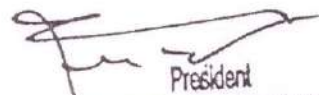

 President
 The Scindia Engineering College Society, Gwalior



- (2) All policies and procedures, in matters of admission, fee, and employment as applicable to the university level public funded and self-financing institutions, respectively, shall apply.
- (29) **Institution to be unitary**
The Institution shall be unitary in nature and shall not affiliate any other institution.
- (30) **Reservation policy**
Institution shall implement the policy on reservations in admissions and recruitment in accordance with the provisions of the Constitution of India and any Act of Parliament for the time being in force and disclose all such information on its website.
- (31) **Online or distance education**
Institutions deemed to be Universities may offer courses online or distance courses or degrees in accordance with the regulations notified by the Commission from time to time.
- (32) **Funds, Accounts, Audit, and Annual Report**
- (1) The books of accounts of the Institution shall be maintained, managed, and operated in the name of the Institution and not in the name of the sponsoring body or any other body; and, shall be kept in such form as may be specified by the Executive Council and conform to the rules or regulations, if any, prescribed by the Commission, in this regard.
 - (2) Funds shall not be diverted at any time from the accounts of the Institution to any other accounts, including to the accounts of the sponsoring body or to any other body.
 - (3) The Institution shall get its books of accounts audited annually, separately published and uploaded on the website of the institution; and if such institution is funded by Central or State Government or through its Agencies fully or partially, then the accounts of such Institution shall be open for examination by the Comptroller and Auditor General of India and the accounts of Institution shall also, where required, be open for inspection by the Commission.
 - (4) The annual financial statements and accounts shall be audited by a qualified professional, a Member or Fellow of the Institute of Chartered Accountants of India, to be appointed by the Institution:


Secretary
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Vice President
The Scindia Engineering College Society, Gwalior

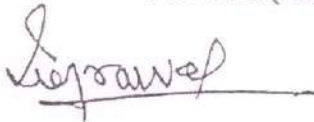

President
The Scindia Engineering College Society, Gwalior



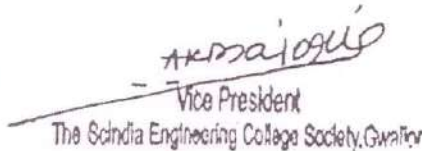
संशोधन सील
 वकीलन क्रमांक ३३७
 संशोधन दिनांक २७.११.२०२३
 संशोधन दिनांक १०.११.२०२३

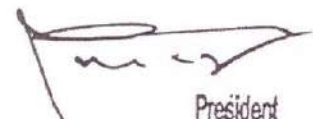
Provided that, the Commission may, on receipt of information regarding financial impropriety or embezzlement or illegal diversion of funds from the accounts of the Institution; or of fees being collected against the provisions of these regulations, issue a notice directing the Institution to show cause as to why an inspection, including a forensic audit, not be ordered in respect of the complaint, and after providing a reasonable opportunity to the respondent institution, the Commission may on being satisfied that there were sufficient grounds to proceed further, cause an inspection by a team of the Commission or may direct a forensic audit; the report of and the inspection team and the forensic audit report taken together shall form the basis for the Commission to take further action, as it may be deemed fit, under these regulations including the recommendation for withdrawal of Institution status, to the Government.

- (5) Annual Reports, Annual Financial Statements, and Audit Reports shall be uploaded on the Institution website and also on the Commission's portal, after due approval by the Executive Council and the institution deemed to be Universities managed or controlled or funded by the Central or State Government shall submit a copy of the annual report, Annual Financial Statements and annual audit report to the respective Government.
- (33) Miscellaneous
- (1) The Institution shall, as soon as may be, after the completion of the academic programme, and in no case later than one hundred and eighty days from the date of such completion, ensure that the degree, diploma, certificate, or any other qualification in respect of the programme of studies, is awarded and made available to students.
 - (2) The Institution shall compulsorily create Academic Bank of Credits (ABC), identities of their students and upload their credit scores in digital lockers and ensure that the credit scores are reflected in ABC portal and adopt Samarth e-Gov.
 - (3) The Institution shall not enter at any time into any franchise agreement or arrangement, either overtly or covertly, with any individual or organisation for establishing, maintaining, or operating the off-campus or off-shore campus or constituent units or course or programme of study or department or school or faculty of the Institution except in the cases as stated in regulation 8 of UGC (deemed to be university) regulations 2023.



Secretary
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President
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 २७/१०/२०२३

- (4) Twinning Programmes, Joint Degree Programmes, and Dual Degree Programmes shall be offered in accordance with the provisions stipulated in the University Grants Commission (Academic Collaboration between Indian and Foreign Higher Educational Institutions to offer Twinning, Joint Degree, and Dual Degree Programmes) Regulations, 2022/Recent Regulations/Amendments.

- (5) The income and property of the Institution shall be utilised solely for promoting the objectives of the Institution.

- (6) The direction of UGC will be applicable for implementation of any public policy of the Government or in respect of any law in force, including appropriate directions in case of any violation of any law or policy by the Institution.

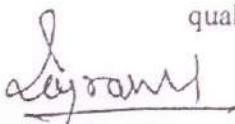
- (7) No portion of the income and property of the Institution shall be paid or transferred directly or indirectly, by way of dividend, bonus, or otherwise how so ever by way of profit to the persons who were at any time or are members of the Institution or to any of them or any persons claiming through them:

Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or another person as consideration for any service rendered to the Institution or for traveling or other allowances and such other charges.

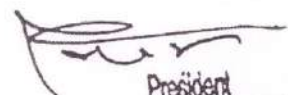
- (8) Such other conditions as laid down by Government in consultation with commission will be imposed, not inconsistent with these regulations 2023, in the notification, and the same shall be binding on the Institution.

- (9) Where Institution wishes to surrender its status of "Institution", it may do so with the prior permission of the Government; and similarly, withdrawal of any constituent units or off-campus or off-shore campus of the Institution from the purview of an Institution, shall require the society to take the prior permission of the Government:

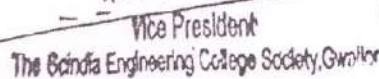
Provided that such surrender or withdrawal, as the case may be, shall take effect only after the last batch of students on the rolls of the Institution or its constituent units, as the case may be, have been accorded the opportunity to qualify for the completion of the programme of study and award of degree.



Secretary
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President
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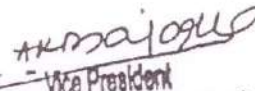

 Vice President
 The Scindia Engineering College Society, Gwalior



संशोधन सील
पंजीयन क्रमांक १११
पंजीयन दिनांक १४/०४/२०२३
संशोधन दिनांक १०/०४/२०२३

- (10) The Institutions shall furnish to the Central Government or the Commission such returns or other information with respect to its property or activities as the Central Government or the Commission may, from time to time, require, within such period as may be specified by the Central Government or Commission.
- (11) Convocations of the Institution for conferring the degrees or for other purposes shall be held in such manner as may be prescribed by the rules of the Institution.
- (12) The Executive Council may, by a resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw a degree of academic distinction conferred on, or any certificate or diploma granted to, any person by the Institution for good and sufficient cause:
Provided that no such resolution shall be passed until a notice in writing has been given to that person calling upon him or her to show cause within such time as may be specified in the notice as to why such a resolution shall not be passed and until his or her objections, if any, and any evidence he or she may produce in support of them, have been considered by the Executive Council.
- (13) In the event of conflict of opinion with regard to the interpretation of UGC (deemed to be university) regulations 2023, the opinion of the Commission shall be final.
- (14) With regard to institutions deemed to be University status of Institute, the provisions contained in UGC (deemed to be university) regulations 2023 shall prevail in case of any inconsistency or conflicting provisions in any other regulations issued by the Commission under the provisions of the Act.
- (34) Legal proceedings
- (1) The Registrar may sue or be sued for the purpose of any legal proceedings against Institution, who shall have the power to enter into agreements, sign documents and authenticate records on behalf of the Institution, and have the powers to exercise such powers and perform such duties under the provisions of these regulations.


Secretary
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Vice President
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President
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- (2) No suit or legal proceedings shall lie against the Government or the Commission in respect of anything done or purported or intended to be done in pursuance of any of these regulations.

(35) General Service Rules/Conditions

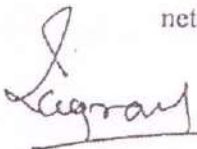
a. Short Titles and Commencement:-

- These rules shall be called "The Madhav Institute of Technology & Science Service (Recruitment and Conditions of Service) rules"
- These rules will be in force from the date of acceptance by the Board of Governors/approval by the chancellor on the recommendation of Executive council of the Institute for those employees who are in service and for those who will join the Institute in future.

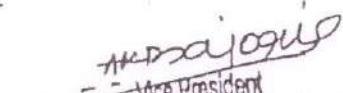
b. Definitions:-

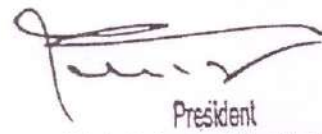
In these rules, unless there is anything repugnant to the subject or context.

- 'President' means the President of Board of Governors of the Institute as well as the Society.
- 'Society' means the "The Scindia Engineering College Society Gwalior".
- 'Board' means the Board of Governors of MITS.
- 'Executive Committee of the Board' means the committee appointed by the Board of Governors from time to time.
- 'Executive Council' means the Executive Council as per UGC (deemed to be university) regulations 2023
- 'HR Committee of the Board' means the committee appointed by the Board of Governors from time to time for issues pertaining to human resource and academics of the Institute.
- 'IT & Infrastructure Committee of the Board' means the committee appointed by the Board of Governors from time to time for issues pertaining to IT, Civil & other Physical Infrastructure of the Institute.
- 'Finance Committee of the Board' means the committee appointed by the Board of Governors from time to time for issues pertaining to finance of the Institute.
- 'Alumni Interaction Committee' means the committee appointed by the Board of Governors from time to time for issues pertaining to alumni network of the Institute.



Secretary
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Vice President
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President
The Scindia Engineering College Society, Gwalior



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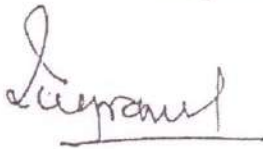
- 'Selection Committee' means the Faculty/Staff Selection Committee appointed by the Board of Governors for the selection of faculty/staff of the Institute.
- The Director/Vice Chancellor of the Institute will be 'Member Secretary of Board of Governors of MITS, who will be ex-officio of the Board of Governors of the Institute.

c. **Cadre:-**

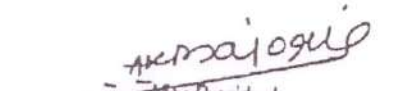
- The strength of the Services (Human Resource requirement) and the Staff shall be determined by the Board/Executive Council from time to time. The Board of Governors/Chancellor on the recommendation of Executive Council may increase or decrease the strength by creation/reduction of additional, permanent, or temporary posts, as may be found necessary from time to time as per academic and administrative requirements.

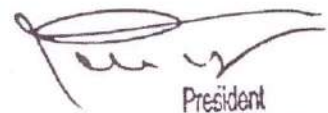
d. **Classification of Posts:**

- The posts under the employment of the Society/Institute shall be classified as follows:-
 - (A) Class I Posts: (i.) Professor, (ii) Associate Professor, (iii) Assistant Professor, (iv) System Analyst
 - (B) Class II Posts: (i) Training & Placement Officer, (ii) librarian, (iii) Physical Training Instructor, (iv) Accounts Officer, (v) Finance cum Accounts Officer, (vi) Student Counsellor, (vii) Programmer, (viii) Assistant Engineer, (ix) General Assistant Surgeon/Medical Officer, (x) Foreman
 - (C) Class III Posts: Technical & Non-Technical Staff
 - (D) Class IV Posts
- 'Details of the posts shall be reviewed from time to time by the board of governors/Executive Council of the Institute.
- The above posts may be filled through regular, contract and contingency appointments/engagements.
- The Board of Governors/Chancellor on the recommendation of Executive Council may increase/decrease the above classification as per requirement and prevailing UGC norms.



Secretary
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Vice President
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President

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संशोधन सौजन्य
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सहायक पंजीवक

e. **Scope and Application: -**

- These rules shall apply to every member in the regular services of "Madhav Institute of Technology & Science" run by the "The Scindia Engineering College Society, Gwalior".

f. **Recruitment:-**

- Recruitment for the teaching posts shall be made as per the norms & regulations issued by MoE/UGC from time to time.
- Recruitment of Regular Faculty/Staff shall be made by the faculty/Staff Selection Committee of the Institute constituted as per MoE/UGC norms approved by Board of Governors/Chancellor.
- Non-Teaching posts will be as per the decision of Board of Governors on the recommendation of Executive Council from time to time and in force at the time of advertisement/recruitment.

g. **Conditions of Eligibility Of Direct Recruitment: -**

- The candidate, must satisfy the conditions with regard to minimum/maximum age, educational qualifications and experience as specified from time to time by the Board of Governors/Executive Council in accordance with the MoE/UGC norms as applicable in force from time to time. However, Board of Governors has a right to increase the minimum Qualifications for the recruitment of Teaching & non-Teaching Staff to ensure the quality recruitments.

h. **Appointment by Promotion:-**

- Selection and/ or Promotion of faculty (Teaching posts) shall be as per the latest MoE/UGC rules and regulation.
- Board of Governors has a right to increase the minimum Qualifications/requirement for the promotion of Teaching & non-Teaching Staff to ensure maintain the quality.

i. **Conditions of Eligibility For Promotion:-**

- i. The Selection Committee constituted as per MoE/UGC norms shall consider the cases of all eligible faculty or the Promotion of faculty (Teaching posts) who fulfill the minimum conditions with regard to experience, educational qualifications, research outcomes and other conditions according to MoE/UGC/ Board of Governors.

[Signature]

Secretary
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[Signature]
Vice President
The Scindia Engineering College Society, Gwalior

[Signature]

President
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संशोधन शील
पंजीयन क्रमांक १९७१
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j. **Appointing Authority:-**

- Appointment for the post of Director/Vice Chancellor shall be made by the The Scindia Engineering College Society (SECS)/President of the Society.
- Regular Appointments through open selection for the Class I & II posts shall be made by the Director/Vice Chancellor on behalf of Board of Governors on the recommendation of the Selection committee constituted in accordance with MoE/UGC norms and approval of Selection Committee Minutes by Board of Governors/Chancellor.
- Appointments to all other posts shall be made by the Director/Vice Chancellor on the recommendations of the Staff Selection Committee of the Institute approved by Board of Governors.

k. **Probation**

- Every person recruited directly or promoted (to any cadre) on appointment in or against a substantive post shall be placed on probation for a period of three years which may be further extended on the basis of annual performance.
- Services of any employee can be discontinued during the probation period if his/her performance is found unsatisfactory.

l. **Confirmation:-**

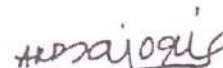
- A person appointed to a post on probation shall be confirmed in the post only on his/her satisfactory completion of probation and condition (if any) along-with his/her fitness for confirmation having been duly certified by the competent authority i.e the Director/Vice Chancellor in all except his own.
- Services of any employee can be discontinued by the appointing authority during probation period if he / she is found involved in acts of indiscipline, misconduct, corruption, malpractices or misuse of his /her position.

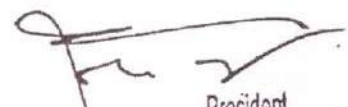
m. **Seniority:-**

The seniority of faculty members will be determined in the following manners:-

- Without prejudice to the existing inter seniority of the teaching staff, the seniority among future recruits shall ordinarily be fixed with reference to the date of their joining the post. if, however, more than one person joins on the same date the seniority will be determined by the priority fixed by the selection committee based on merit.


Secretary
The Scindia Engineering College Society, Gwalior

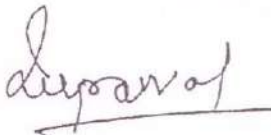

Vice President
The Scindia Engineering College Society, Gwalior

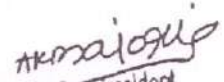

President
The Scindia Engineering College Society, Gwalior

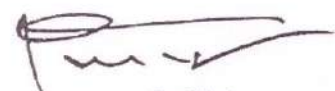


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संशोधन दिनांक-12/11/2007

- The seniority of the candidates taken by the promotion vis-à-vis the recruits shall be fixed with reference to the length of service, experience and record of the promotes, Subject to this general working rule, the seniority shall ordinarily be governed by the date of promotion to the post.
 - Seniority among the candidates taken up by promotion to a particular grade will be according to the date of their promotion to that grade.
- n. **Pay/Salary:-**
- The salary (scales of pay, dearness allowance and other components) admissible to the faculty & staff shall be as per the approval of Board of Governors/Chancellor, on the recommendation of Executive Council in accordance with MoE/UGC scales as applicable time to time.
- o. **Increments:-**
- As per the scale applicable to the cadre, further more MoE/UGC rules may be referred.
 - The sanction to draw increments shall be given by the competent authority after evaluation/review of performance appraisal/API as per institute norms in accordance with MoE/UGC norms as applicable.
 - Each order withholding an increment shall state the period for which it is withheld and also whether the postponement shall have the effect of postponing future increments.
- p. **Rules Regarding Leave, Provident Fund & Medical Attendance And Journey On Duty :-**
- All employees of the Institute shall have the benefit of Employee Provident fund and shall be subject to Employee Provident Fund and M.P. Act 1952-7A trust Rules and amendments as applicable.
 - Leave rules will be as per M.P. Civil Service (Leave) Rules 1977 and amendments as applicable for the employees of this Institute.
- q. **Retirement from Service:-**
- Retirement age of faculty & Staff shall be as per the decision of Board of Governors time to time.
- r. **Termination of Services:-**
- The appointing authority may terminate the services of any regular member of the staff after giving him/her three months notice or three months pay in lieu thereof, on medical ground's or on account of inefficiency, or for any similar grounds or his retention in service is considered undesirable.


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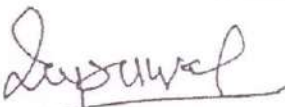
संशोधन सील
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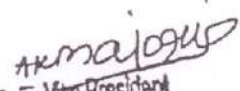
- A permanent member of the staff may at any time, resign his post after giving three months notice in writing to the appointing authority or three months pay in lieu thereof.
- The services of the regular staff during the period of probation or temporary/contractual staff shall be terminated by the competent authority after giving one, month's notice in writing or one month's pay in lieu of notice or as per decision of competent authority (in case of temporary/contract staff).
- Members of the staff on probation may give one month's notice of resignation or pay an amount equal to one month's salary together with all allowances in lieu thereof.
- The appointing authority is empowered to dismiss any member of the staff from service, without any notice or compensation on grounds of misconduct, which is considered so grave as to render his/her continuance in service seriously detrimental to the interest of the Institute after proper enquiry. In case of Pending enquiry, the appointing authority may suspend forthwith. The person who has been dismissed shall have the right to appeal to the Board of Governors whose decision shall be final. If the appeal is upheld by the Board, the person shall, be reinstated in-service, on such terms as the Board may decide. During the period of suspension, a subsistence allowance amounting half the basic pay shall be paid and dearness allowance regulated accordingly.

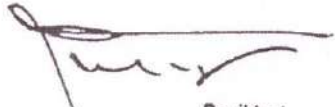
s. Punishments and Appeals:-

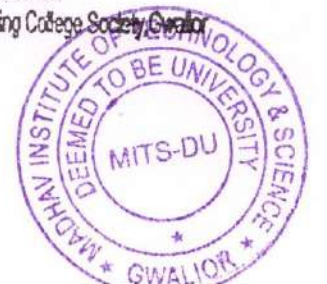
(A) The following penalties may, for good and sufficient reasons, be imposed on An Institute employee, i.e.

- Warning
- Fine
- Withholding increments with or without giving any reason
- Reduction of pay (i.e.) to a lower state in time scale if the post carried a timescale.
- Reduction in rank/cadre (Demotion)
- Suspension
- Compulsory Retirement


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viii. Removal from service

ix. Dismissal from Service

x. Recovery against pecuniary loss caused to the Institute due to negligence of breach of orders.

(B) Before imposing penalties prescribed above, on a Institute employee, he / she shall be called upon to explain in writing, his/her conduct or an enquiry shall be instituted by an official or committee constituted for the purpose giving the employee adequate opportunity of defending himself/herself. Such explanation or papers of enquiry shall be part of the record. No penalty shall be imposed under clauses (iv), (v), (vii), (viii) & (ix) on a person appointed by the Institute and this again shall be subject to ratification by the Board at the next meeting.

(C) Every person shall be entitled to appeal to the next higher authority from an order imposing on him/her any of the penalties. The Board of Governors/Executive Council decision shall be final, in case of person appointed by the Institute, although no right of appeal from an order passed by the Institute subsists yet it shall be open to the person concerned to file review application to the Board of Governors/Executive Council.

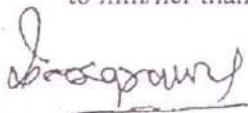
(D) Appeals under (c) above shall be preferred within three months from time date on which the applicant was informed of the orders appealed against. They should contain all material statements and a cogent statement or the arguments, relied on by the appellant, and be free from disrespectful or acrimonious Language.

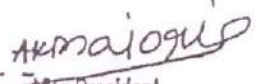
t. Interpretation:-

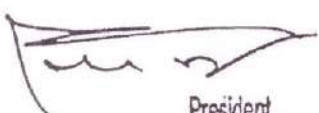
- If any question arises relation to the inter predation of these rules it shall be referred to the Board of Governors/Executive Council whose decision shall be final and binding on the parties concerned.

21. Relaxation:-

- Nothing in these rules shall be construed to limit or abridge the powers of the Institute to deal with the case of any person to whom these rules apply in such manner as may appear to it (Institute) to be just and equitable; provided that the case shall not be dealt with in any manner less favorable to him/her than that provided in these Rules.


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पंजीयन क्रमांक २३७
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संशोधन दिनांक १०/०१/२०२५

u. **Repeal and Saving:-**

- All Rules corresponding to these Service Rules and in force immediately before their commencement are hereby repealed in respect of matters covered by these Rule; Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding.

v. **Delegation of Powers:-**

- These powers are subjected to change from time to time as per the need and requirement of the Institute.

w. **Legal Bindings**

- Employee and the Employer, both the parties shall always legally bind with the terms & conditions.

x. **Omission & Amendment in these Rules:-**

- The Board of Governors/ Executive council of the Institute of the Institute reserve the right to review/ratify/amend the service rules of the Institute as & when required.

[Signature]

Secretary

The Scindia Engineering College Society, Gwalior

[Signature]

Vice President

The Scindia Engineering College Society, Gwalior

[Signature]

President

The Scindia Engineering College Society, Gwalior

20/10/21

[Signature]
11.1.21

असि. रजिस्ट्रार
फॉर्म एवं संस्थाएँ
ग्वालियर-चंबल संभाग
ग्वालियर (म.प्र.)





मध्य प्रदेश MADHYA PRADESH


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असि. रजिस्ट्रार
फार्म एवं संस्थाएं
ग्वालियर-बंबल संभाग
ग्वालियर (म.प्र.)



Ch. 100 § 200000

सदस्यसहस्र का संख्या

ना:- लक्ष्मणदास लक्ष्मणदास स्वामी मिश्र
जिला न्यायालय नंदन ग्यालियर
कोड न. 144/91

