

Society Registration Certificate and Memorandum of Articles

CERTIFICATE OF REGISTRATION OF SOCIETIES

ACT OF XXI 1860

Society No. 270 of 1996.

Hereby Certify that **KONERU LAKSHMAIAH EDUCATION FOUNDATION VIJAYAWADA**

has this day been Registered Under the Societies Registration Act XXI of 1860.

Given under my hand at Vijayawada this 19th day of July

One Thousand Nine Hundred and Ninety six.

28th Ashada 1918 S.S.

S. H. M. S.
DISTRICT REGISTRAR
VIJAYAWADA

1918





KONERU LAKSHMAIAH EDUCATION FOUNDATION

(Deemed To Be University Under SEC 3 of UGC Act 1956)

Green Fields, Vaddeswaram, Tadepalli Mandal, Guntur Dist., Andhra Pradesh

Ref No

Date:

Dr.R. Sreehari Rao,
Vice-Chancellor
Koneru Lakshmaiah Education Foundation
(Deemed to be University)
Estd u/s 3 of UGC Act

Ref: KLEF/UGC/MoA/2012-2013
Date: 02-11-2012

To
Ms.Uma Bali,
Under Secretary,
University Grants Commission,
Bahadurshah Zafar Marg,
NEW DELHI.110 002.

Respected Madam,

Sub: MoA / Rules as per UGC (Institutions Deemed to be Universities)
Regulations, 2010.
Ref: Your letter F.No.6-1(11)/2006(CPP-I) dt.21-12-2011.

As per your recent letter cited under reference, Koneru Lakshmaiah Education Foundation (Deemed to be University) is herewith submitting revised MoA / Rules after making necessary modifications in accordance with the provisions contained in the new Regulations.

The MoA / Rules, revised as per the new Regulations, registered with the District Registrar of Societies which is duly notarized by a Notary is enclosed herewith.

The revised MoA / Rules are in the format provided by you in your letter dated 21st December 2011.

The receipt of the documents referred to, may please be acknowledged, for our records.

Thanking you,



Yours sincerely,

VICE-CHANCELLOR
Vice-Chancellor

Koneru Lakshmaiah Education Foundation
(Deemed to be University)
Green Fields, Vaddeswaram-522 502.
Guntur District, Andhra Pradesh.

Copy to: Shri Des Raj, Under Secretary (ICR), Government of India,
Ministry of Human Resource Development, Department of
Higher Education, Shastri Bhawan, New Delhi-110 001.

Copy to: Hon'ble Chancellor's Table.

Copy to: Hon'ble President, KLEF's Table.

KONERU LAKSHMAIAH EDUCATION FOUNDATION

(Registered under Societies Act of 1860 No. 276/1976)
D. No. 25-26, H. No. 1, Green Fields, Vaddeswaram,
Maddur Road, Guntur District, Vijayawada - 522 502



K L University

(Koneru Lakshmaiah Education Foundation)

Estd. u/s 3 of UGC Act 1956

Green Fields, Vaddeswaram, (via) K.C. Works P.O. - 522 502, Guntur District, A.P.

Phones: 08645-246948, 246615 ' FAX: 08645-247249, 0866-2577717

Constituent College KLCE Accredited by NAAC with CGPA 3.76/4.00

Approved by A.I.C.T.E., Accredited by N.B.A., ISO 9001-2000 Certified

From:

C.S.Rao,
Joint Registrar
K L University
Administrative Office

Date: 02-11-2012

To
The Registrar,
K L University
Vaddeswaram.

Sir,

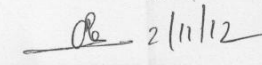
Sub: Amended MoA & Rules

I herewith hand over to you a notarized copy of amended MoA & Rules for the submission of the same to UGC.

The amended version is registered with Sub Registrar, Vijayawada as per the instructions of Hon'ble President.

Thanking you,

Yours sincerely,


JOINT REGISTRAR

Encl: Registered version of amended MoA & Rules

KONERU LAKSHMAIAH EDUCATION FOUNDATION

(Registered under Societies Act of 1860, No.270/1996)
D. No 29-36-38, Sri Srinivasa Maruti Nilayam,
Museum Road, Governorpet, VIJAYAWADA - 520 002

Vijayawada, 12/9/12

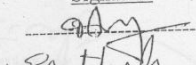
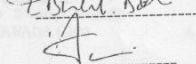
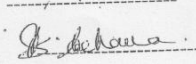
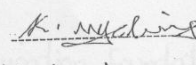
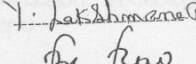
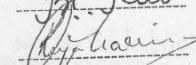
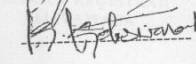
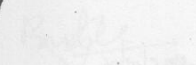
To,
The District Registrar,
Vijayawada (West),

SUB: Amendment of the MOA of the KLEF
General Body Resolution

Dear Sir,

We the members and office bearers of Koneru Lakshmaiah Education Foundation (Reg No.270/1996) hereby decided to go for amendment in the MOA of KLEF as attached herewith. The context of the said change is the establishment of KLEF-Deemed to be University u/s 3 of UGC Act and the format given by UGC for amended MOA as a requirement for the same.

We hereby endorse the change in the MOA in the new format as submitted herewith.

<u>Name</u>	<u>Designation</u>	<u>Signature</u>
1. Shri. Koneru Satyanarayana	President	
2. Shri. E. Butchi Babu	Vice President	
4. Shri K. Laxman Havish	Secretary	
3. Smt.K.Siva Kanchana Lata	Joint Secretary	
5. Shri K. Ngalingeswara Rao	Treasurer	
6. Shri. Y. Laxmana Rao	Member	
7. Dr.B.C.Rao.	Member	
8. Shri. Raja Harin	Member	
9. Shri.Kanuru Koteswara Rao	Member	



Page Correction's. Nil



ఆంధ్ర ప్రదేశ్ ANDHRA PRADESH

Date : 20-10-2012

Serial No : 30,707

Denomination : 20

43AA 664678

Purchased By :

G KUMARA SWAMY

S/O G DALI NAIDU

VJA

Sub Registrar
Ex.Officio Stamp Vendor
S.R.O. VIJAYAWADA (RO)

For Whom :

KONERU SATYANARAYANA

S/O LAKSHMAIAH

VJA

Name of the Soc

Name of the Doct

Serial No

Date of Regn

Date of filling

Soc No: 870/1996

Konesu Lakshmaiah Education Foundation.

Amendment Certified copy

19/10/2012

19/10/2012

Sd/- G. Balabrishna
DISTRICT REGISTRAR
VIJAYAWADA

2nd and last sheet corrections

Total corrections

C.No. 387 of 2012

Copy prepared by

Reader

Copy compared by

Examiner

Nil

Nil

20/10/2012

20/10/2012
DISTRICT REGISTRAR
VIJAYAWADA

THE
SEAL OF THE
DISTRICT
REGISTRAR
VIJAYAWADA

Sri / Smt.

President / Secretary

C.NO: 373/2012

MEMORANDUM

S. No. of Society : 240/96

Name of Society : Konesu Lakshmaiah
Educational Foundation.

The Registrar of Assurances,
Vijayawada Regn. District Vijayawada, here by
Acknowledge the receipt of the
Under-mentioned ledgers, the receipt
Under mentioned documented
And intimates that in they has (have)
been filled (Registered pursuant to act
35 of 2001.

1. Memorandum of Association.
2. Copy of Rules & Regulations.
3. List of Governing body members for the years.
4. Amendment R. O. Vijayawada.

Amendment filed: 2012

Date: 19/8/12

DISTRICT REGISTRAR
VIJAYAWADA



TRUE COPY OF THE ORIGINAL ATTESTED

KONERU LAKSHMAIAH EDUCATION FOUNDATION

VIJAYAWADA

(A society registered under societies Act No.270/96)

MEMORANDUM OF ASSOCIATION

Old MOA

New MOA

1. Name: The name of the Society is "Koneru Lakshmaiah Education Foundation" and hereafter will be called in short as "Institute" or "Institution" or "KLEF".	1. Name of the Trust / Society: The name of the sponsoring society shall be, "KONERU LAKSHMAIAH EDUCATION FOUNDATION".
	2. Name of the Institution Deemed to be University along with its constituent units: 1) Koneru Lakshmaiah Education Foundation (Deemed to be University) 2) Koneru Lakshmaiah College of Engineering (K L C E)
3. Office: The Registered office of the foundation shall be in Museum Road, Vijayawada-2, Krishna District, Andhra Pradesh.	3. Office of the Society / Trust and Deemed to be University: The registered office of the society and Deemed to be University shall be situated at Museum Road, Vijayawada-2, Krishna District, Andhra Pradesh
4. Objectives: The following are the important objects of the foundation: - To provide for instruction and training in Engineering, Management, Basic Sciences Medical, Dental, Homeopathy, Paramedical, Social Sciences, Nursing, Humanities, and allied courses leading to certificate, Diploma, Degree, Post-Graduate, Doctorate, Post Doctorate and Honoris Causa Doctorate Degrees conducted at or through main campus, on campus centre, off shore campus, Distance Education, Correspondence Education, Twinning Programme with other Universities in India and abroad, Virtual Education (on-line, Internet), Radio and T.V. Broadcast, Video Conference, and through Satellite Education, such branches of learning as it may deem fit. - To provide for research and for the advancement of and dissemination of knowledge. - To undertake extra mural studies, extension programmes and field outreach activities to contribute to the development of society. - To do all such other acts and things as may be necessary or desirable to further the objects of Institute. - To engage in teaching programmes and research in chosen fields of specialization which are innovative and of very high academic standards at the Graduation, Master's (or equivalent) and / or research levels. - To undertake application oriented programmes in	4. Objectives of the society The objectives for which the society is established are: 4.01) To provide for higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit primarily at post-graduate and research degree levels fully conforming to the concept of university, namely, University Education Report (1948) and the Report of the Committee on Renovation and Rejuvenation of Higher Education in India (2009) and the Report of the Review Committee for Deemed to be Universities (2009). 4.02) To engage in areas of specialization with proven ability to make distinctive contributions to the objectives of the university education system, that is, academic engagement clearly distinguishable from programmes of an ordinary nature that lead to conventional degrees in arts, science, engineering, medicine, dental, pharmacy, management, etc. routinely offered by conventional institutions. 4.03) To provide for high quality teaching and research and for the advancement of knowledge and its dissemination through various research programmes undertaken in-house by substantial number of full time faculty / research scholars (PhDs and Post Doctoral) in diverse disciplines. 4.04) To provide for instruction and training in Engineering, Management, Basic Sciences, Medical, Dental, Homeopathy, Paramedical, Social Sciences, Nursing, Humanities, and allied courses. 4.05) To undertake extra mural studies, extension programmes and field - outreach activities to contribute to the development of society.



KONERU LAKSHMAIAH EDUCATION FOUNDATION

VIJAYAWADA

(A society registered under societies Act No.270/96)

MEMORANDUM OF ASSOCIATION

Bld MoA

New MoA

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emerging areas which are relevant to various developmental sectors and to the society in general. g) To provide for instruction and training in such branches of learning as it may deem fit. h) To establish Colleges, Schools, Research Institutes and other educational Institutions of various kinds in suitable places, as may be determined from time by the Board of Management. i) To take over educational Institutions and Research Institutions belonging to or managed by other similar education societies/trusts for purposes of ownership, management and control. j) To spread education in general, and technical & Professional education in particular and impart instruction in any branch of knowledge, wherever and whenever feasible. k) To have collaboration/tie-ups with Foreign Universities/Institutions for promoting the cause of Education. l) To establish autonomous Institution / Deemed to be university, Private university in accordance with various central and state statutes. m) To Institute Scholarships, Prizes, Awards and Endowments and to depute deserving students and employees to pursue higher education. n) To assist and to undertake publications of academic & professional literature. o) To establish, run, set up, manage, acquire, build, hire, maintain, promote, purchase, take on lease or on service basis the different level of institutions, Health Services, specialized in medical care, training institutions, and any other activities related to health and education. p) To undertake, promote, collaborate, publish and assist in all spheres of Research and Developmental work in Engineering & Technology, Management, life sciences, Pharmacy, Medicines and other multi-disciplinary and inter disciplinary fields of studies. q) To provide training & consultancy services to institutions of higher & professional education / Government / University. r) To borrow or raise money or receive money on deposit at interest or otherwise in such manner as the institute may think fit and in security of such money to be borrowed, raised or received to mortgage, pledge or hypothecate or charge the whole or any part of the property, asset, or revenue of the Society, present or future, as required by the financial Institutions/Banks.	4.06) To do all such other acts and things as may be necessary or desirable to further the objects of the Institute.
	5. Definitions: In this Memorandum of Association, unless the context otherwise requires: 5.01) "Act" means the University Grants Commission Act, 1956 (Act 3 of 1956) 5.02) "Campus" means Campus of the institution deemed to be university at its headquarters, wherein its major facilities, faculty, staff, students and its Academic Departments are located in a city/town/village in India. While "off-Campus



	centre" means an approved (by the Central Government) centre of the institution deemed to be university beyond its Campus in the country, "an off-shore Campus" means an approved (by the Central Government) centre of the institution deemed to be university beyond its Campus and outside India. 5.03) "Commission" means the University Grants Commission (UGC) constituted under the Act or any other body empowered to regulate an institution deemed to be university under any law for the time being in force. 5.04) "Committee of Experts" means a Committee appointed by the Commission consisting of academics, researchers or other experts in the relevant fields of knowledge and notified for such purpose as it may specify; and there may be as many Committees of Experts as the Commission may determine for different purposes. 5.05) "Constituent Institution" means an institution operating under the administrative, academic and financial control of the sponsoring body and declared as such under the Notification. 5.06) "De-novo Institution" means an institution devoted to innovations in teaching and research in unique and 'emerging areas of knowledge', so determined by eminent peers of the academic community in the concerned disciplines. 5.07) "Emerging area of knowledge" means such area of knowledge as may be notified from time to time by the Commission on the recommendation of a Committee of Experts constituted by the Commission for the purpose; and, such Committee shall make its recommendation having regard to the stage of development of studies and research in relevant disciplines as well as the potential and need for raising standards of study and research thereof, in India. 5.08) "Government" means the Central Government, unless the context so specifies. 5.09) "Institution" means an institution for higher education engaged in teaching and research of high academic standards at the undergraduate, post-graduate or higher levels. 5.10) "Institution deemed to be university" means an institution for higher education so declared, on the recommendation of the Commission, by the Central Government under Section 3 of the Act. 5.11) "Notification" means a notification issued by the Central Government in the Official Gazette declaring an institution for higher education, as an institution deemed to be university u/s 3 of the Act. 5.12) "Sponsoring body" means a body being a charitable or a not-for-profit Society or Trust making an application for declaring an institution under its administrative, academic and financial control as a deemed to be university. 5.13) "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 and bodies known as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. shall be the Statutory bodies for this purpose.
6. Powers and functions of the Institute:	6. Powers and Functions of the Institute: 6.01) To carry out the above objectives and for the



To carry out the above objectives and for management and properties of the Institute, the Institute has the following powers;

a) To establish courses of study and research and to provide instruction in such branches of study as the Institute deems appropriate for the advancement of learning and dissemination of knowledge in such branches;

b) To confer degrees and to grant Diplomas and/or Certificates to persons who have satisfactorily completed the approved courses of study and/or research as may be prescribed and shall have passed to prescribed examinations;

c) To institute the award, visitorship, fellowship, exhibits, prizes and medals;

d) To enroll members and to collect funds by membership fee, donations, subscriptions and such other sources as may be deemed expedient for running the institutions;

e) To raise necessary funds to maintain Institution;

f) To acquire, purchase or sell any or all movable or immovable properties, to acquire by purchase or otherwise any rights or privileges including rights in immovable properties;

g) To invest and deal with all the monies of the Institution, upon such securities and in such manner as may from time to time be determined by the Institution;

h) To pay either in cash or otherwise for any property or rights acquired and services rendered to the Society.

i) To borrow, guarantee, raise or otherwise procure monies on the security of movable, immovable or other assets of the Society or otherwise for carrying on all or any of the objects of the Society at the discretion of the Governing Body;

j) To do all or any of the above things, transactions or matters either alone or either by or through servants, employees, or otherwise and to do all such other things as are incidental or conducive to the attainment of the above objects or any of them.

k) To make the objects of the association popular among masses by any media.

management and properties of the Institute, the Institute shall have the following powers:

6.02) To establish courses of study and research and to provide instruction in such branches of study as the Institute deems appropriate for the advancement of learning and dissemination of knowledge in such branches;

6.03) To confer degrees and to grant Diplomas and/or Certificates to persons who have satisfactorily completed the approved courses or study and/or research as may be prescribed and shall have passed the prescribed examinations;

6.04) To institute awards, visitorships, fellowships, exhibits, prizes and medals;

6.05) To enroll members and to collect funds by membership fee, donations, subscriptions or by such other sources as may be deemed expedient for running the Institution.

6.06) To raise necessary funds to maintain the Institution.

6.07) To acquire, purchase or sell any or all movable or immovable properties, to acquire by purchase or otherwise any rights or privileges including rights in immovable properties.

6.08) To invest and deal with all the monies of the Institution, upon such securities and in such manner as may from time to time be determined by the Institution.

6.09) To pay either in cash or otherwise for any property or rights acquired and services rendered to the Society.

6.10) To borrow, guarantee, raise or otherwise procure monies on the security of movable, immovable or other assets of the Society or otherwise for carrying on all or any of the objectives of the Society at the discretion of the Governing Body.

6.11) To do all or any of the above things, transactions or matters either alone or either by or through servants, employees, or otherwise and to do all such other things as are incidental or conducive to the attainment of the above objectives or any of them.

6.12) To make the objectives of the institution popular among the classes and masses by media.



7) Governance System of the Institute

An institution to be declared as a deemed to be university shall adhere to the following criteria.

7.01) The proposed institution deemed to be university shall be registered either as a not-for profit Society under the Societies Registration Act, or as a not-for-profit Trust under the Public Trust Act with the Society -/ Trust strictly in accordance with the following provisions.

7.02) Among the authorities of the deemed to be universities, there shall be a Chancellor who shall be appointed by the sponsoring Society or the sponsoring Trust. He/she shall be an eminent educationist or a distinguished public figure other than the President of the sponsoring Society or his/her close relatives.

7.03) There shall be no position of Pro-Chancellor(s).

7.04) The highest governing body of the deemed to, be university shall be a Board of Management to be headed by the Vice-Chancellor or a distinguished academic. This body shall consist of a minimum of ten members and a maximum of twelve members.

7.05) The Board of Management of the institution shall be independent of the Trust (or) Society with full autonomy to perform its academic and administrative responsibilities. The number of representative(s)/nominee(s) of the trust (or) society on the Board of Management shall be limited to a maximum of two.

7.06) The Board of Management shall consist of eminent persons capable of contributing to and upholding university ideals and traditions.

7.07) There shall be a Board of Management consisting of the following:

- i) Vice-Chancellor.....Chairperson
- ii) Pro Vice-Chancellor (wherever applicable)
- iii) Deans of Faculties not exceeding two (by rotation based on seniority)
- iv) Three eminent academics as nominated by the Chancellor
- v) One eminent academic to be nominated by the Central Government in consultation with UGC.
- vi) Two teachers (from Professors, Associate Professors) by rotation based on seniority
- vii) One nominee of the sponsoring Society
- viii) The Registrar, who shall be Secretary

The term of membership of the Board of Management and its powers are as shown in the Rules.

7.08) The Vice-Chancellor shall be an eminent academic and shall be appointed by the Chancellor on the recommendation of a Search-cum-Selection Committee consisting of a nominee of the Government who shall be nominated in consultation with UGC, a nominee of the Chancellor and that of the Board of Management. The Committee shall be chaired by the nominee of the Board of Management.



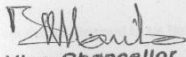
7. Admissions: Admissions shall be made on all India basis to the identical courses in all deemed to be universities through a common entrance test conducted either by the University Grants Commission or by an Institution/Agency/Identified and approved by the UGC. This shall apply also to those Institutions, which have already been given the deemed to be university status.	7.09) All other statutory bodies of the deemed to be university shall be as described in the Rules. 8. Admissions and Fees Structure: 8.01) Admission of students to all deemed to be universities, public or private, shall be made strictly on merit based on an All India examination as prescribed by the Regulations and in consistence with the national policy in this behalf, from time to time. 8.02) Admission of Non-Resident Indians (NRI) / Persons of Indian Origin (PIO) / Foreign Students to institutions deemed to be universities shall be governed by the guidelines / Regulations framed by the Commission in this behalf from time to time. 8.03) The institution deemed to be university shall preserve the records of admission at least for five years. 8.04) The fee structure for various programmes of study (in the deemed to be universities) shall also be fixed in accordance with the Fee Regulations framed by the Government or by the Commission in this behalf from time to time. 8.05) The level of the fees charged for the courses offered in deemed to be universities shall have a reasonable relation to the cost of running the course. The fee structure shall be displayed in the prospectus and on the institution's website. 8.06) Every institution declared as a deemed to be university, public or private, shall ensure that there is no commercialization of education. Further, every such institution shall provide for equity and access to all deserving students.
	9. Maintenance of Standards: An institution deemed to be university shall maintain standards, higher than the minimum, of instruction, academic and physical infrastructure, qualifications of teachers, etc. as prescribed for college level institutions by the Commission or by the Statutory/Regulatory body concerned, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teachers Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. and shall obtain their approval for running various programmes of study, wherever applicable. This shall be periodically monitored by the duly constituted Committee(s) of the Commission.
	10. New Departments, Off-campus centres and Off-Shore campus / campuses: New Departments, Off-campus centres and Off-shore campuses shall be started by the deemed to be university only after prior approval of UGC/MHRD.
	11. Inclusion of other institutions under the ambit of institution deemed to be university: New Institutions under the ambit of the deemed to be university shall be included only after prior approval of UGC/MHRD.
	12. Joint Programmes: 12.01) An institution deemed to be university may conduct joint academic programme(s) with other Universities / Institutions deemed to be universities in India and abroad with the prior approval of the Commission. The proposed joint



	programme(s) shall conform to the Acts and Rules of the Commission that shall apply to such programmes from time to time. 12.02) There shall be sufficient safeguards so as to protect the interests of students enrolled in such programmes. 12.03) The joint programmes shall be subjected to mandatory assessment and accreditation.
13. Institute Open to All: a) The Institute shall be open to all persons of whatever race, religion, creed, caste, class and geographical area of the world. No test or condition shall be imposed as to religious belief or occupation in admitting or appointing members, students, teachers, and workers or in any other connection whatsoever. b) No capitation fee shall be charged in any form in consideration for admission. c) Being a self-financing Institution, the fees to be prescribed shall be as per regulations prescribed under UGC Act, Section 26(1)(i). d) No benefaction that involves conditions and obligations opposed to the spirit and objects of the Institution shall be accepted by the Institute.	13. Institution Deemed to be University open to all: 13.01) Admission and employment in an institution deemed to be university shall be open to all citizens of India regardless of race, religion, caste or creed and the area/place of residence in India. 13.02) All policies and procedures, as applicable to the university level institutions of public and privately funded institutions respectively, shall apply to the appropriate category of institutions deemed to be universities.
	14. Institution Deemed to be university to be Unitary: Once an institution is declared as a unitary institution deemed to be university, it shall not affiliate any other institution.
	15. Reservation Policy: The institution deemed to be university shall implement the reservation policy in admissions and recruitment, in accordance with any Act of Parliament for the time being in force.
	16. Distance Education: Courses under distance mode shall be started only after prior approval of UGC.
	17. Meetings of University Bodies: The institution shall conduct meetings of all its statutory bodies, like Board of Management, Academic Council, etc. at regular intervals as per the Regulations and the minutes of each such meeting shall be displayed in the website of the institution.



KONERU LAKSHMAIAH EDUCATION FOUNDATION (Deemed to be University) RULES OF THE INSTITUTION	18. Use of the word 'University': An institution deemed to be University shall not use the word 'University' suffixed to its name but may mention the words "deemed to be university" within parenthesis suffixed thereto.
Management of the Institution The Board of Management shall enable it to comply with the provisions of the Regulations and to effectively handle its affairs. The Board of Management shall have the following members: Name and designation Dr. A. Subrahmanya Rao Vice-Chancellor Dr. A. Subrahmanya Rao Principal Dr. A. Subrahmanya Rao Dean (Faculty & Student Affairs) Dr. K. Rameshwar Rao Dean (PGD) Dr. A. K. Deora Joint Secretary (Academics) Dr. P. P. Prasad Professor Dr. P. P. Prasad Professor Dr. P. P. Prasad Professor	19. Consequences of violation of Regulations: 19.1) The Central Government / Commission shall have the right to cause an inspection of the institution deemed to be university, its buildings, laboratories, its examinations, teaching and other work conducted or done by the institution deemed to be university, and to cause an enquiry to be made, if considered necessary by the Central Government / UGC, in respect of any matter of the institution deemed to be university. 19.02) After conducting an inspection of the institution deemed to be university by the Commission on its own or on the basis of any other authentic information or report received from any other reliable source(s) and after considering the explanation submitted by the institution deemed to be university, if the Commission is satisfied that the institution deemed to be university has violated any of the provisions of these Regulations or any directives issued by the Commission, the Commission may direct the concerned institution deemed to be university not to admit new students for the period to be decided by the Commission and in case of deliberate continuous violation of these Regulations, may advise the Central Government for withdrawal of the declaration notifying the institution, as an institution deemed to be university. For first violation, the withdrawal may be restricted to one academic session which can be extended up to five academic sessions for repeated violations. However, for serious and deliberate violation, the status of deemed to be university shall be withdrawn permanently. 19.03) In the event of the withdrawal of the deemed university status, action shall be simultaneously initiated to protect the interests of the students according to such precedents and practices as applicable or determined for the specific situation. 19.04) If an institution deemed to be university wishes to withdraw itself or its constituents from the status of 'institution deemed to be university', it may do so with the prior permission of the Central Government. Such withdrawal shall take effect only after the last batch of students then enrolled, passes out of the institution deemed to be university. (Rules of the Institute is enclosed herewith as Annexure)


Vice-Chancellor
Koneru Lakshmaiah Education Foundation
(Deemed to be University)
Green Fields, Vaddeswaram-522 502.
Guntur District, Andhra Pradesh.



(ANNEXURE)
KONERU LAKSHMAIAH EDUCATION FOUNDATION
VIJAYAWADA
(Deemed to be University under Sec 3 of UGC Act 1956)
RULES OF THE INSTITUTE

Management of the Institution:

1.1 The Board of Management shall be a compact and homogeneous body enabling it to promptly take and implement well considered decisions and to effectively handle crisis situations.

1.2 The Board of Management shall at present consists of:

<u>Name and occupation</u>	<u>Address</u>	<u>Designation</u>
Dr.R.Srihari Rao. Vice-Chancellor	Greenfields, Vaddeswaram, Guntur District, Andhra Pradesh	Chairman
Dr.A.Anand Kumar. Principal, KLCE & Dean (Faculty & Student Affairs)	Greenfields, Vaddeswaram, Guntur District, Andhra Pradesh	Dean, Member
Dr.K. Koteswara Rao, Dean (P&D)	Greenfields, Vaddeswaram, Guntur District, Andhra Pradesh	Dean, Member
Dr.A.K. Dogra, Joint Secretary-UGC, Eminent Academician	University Grants Commission Bahadur Shah Zafer Marg New Delhi.110 001.	Chancellor's nominee, Member
Prof.P. Thrimurthy, Professor, Eminent Academician	Former Professor of CSE- ANU & President, Computer Society of India, Flat No.20, Aamani", Kanchu ota Street, Vijayawada.520 008	Chancellor's nominee, Member



6. Such other authorities as may be declared by the Rules to be authorities of the institution deemed to be university.

3 Composition of the Board of Management:

1 The Board of Management shall consist of:

- i. Vice-Chancellor....Chairperson
- ii. Pro Vice-Chancellor (wherever applicable)
- iii. Deans of Faculties not exceeding two (by rotation based on seniority)
- iv. Three eminent academicians as nominated by the Chancellor.
- v. One eminent academic to be nominated by the Central Government in consultation with UGC.
- vi. Two teachers (from Professors, Associate Professors) by rotation based on seniority.
- vii. One nominee of the sponsoring Society.
- viii. The Registrar, who shall be the Secretary.

The term of membership of the Board of Management and its powers shall be as follows:

- 2 All the members of the Board of Management other than the ex-officio members and the members of the teaching staff shall hold office for a term of three years and shall be eligible for reappointment.
- 3 Members of teaching staff in the Board of Management shall hold office for a period of 2 years or till such time as they continue to be members of the teaching staff, whichever is less:

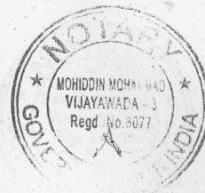
4 Powers of the Board of Management:

The Board of Management shall be the principal organ of Management and principal executive body of the institution deemed to be university and shall have the following powers, namely:

- i) To establish, on the advice of the Academic Council, Divisions and Departments for the academic work and functions of the institution deemed to be university and to allocate areas of study, teaching and research to them;



- ii) To create teaching and academic posts, to determine the number, cadres and qualifications thereof as approved by the Commission, and statutory body concerned and the emoluments of such posts in consultation with the Finance Committee;
- iii) To appoint such Professors, Associate Professors, Assistant Professors and other academic staff as may be necessary on the recommendation of the Selection Committee;
- iv) To lay down the duties and conditions of service of the Professors, Associate Professors and Assistant Professors and other academic staff of the institution deemed to be university in consultation with the Academic Council;
- v) To provide for appointment of Visiting fellows and Visiting Professors;
- vi) To create administrative, ministerial and other necessary posts in terms of the cadres laid down and to make appointment thereof in consultation with the Finance Committee;
- vii) To constitute, for the benefit of the teaching, academic, technical, administrative and other staff, such pension, insurance, provident fund and gratuity as it may deem fit and aid in the establishment and support of Association, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the Institution deemed to be university;
- viii) To regulate and enforce discipline among the employees of the institution deemed to be university and to take appropriate disciplinary action, wherever necessary;
- ix) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the institution deemed to be university;
- x) To grant leave of absence to the Vice-Chancellor and to make necessary arrangements for carrying on his/her functions during the period of absence;
- xi) To approve the award of Degrees and diplomas based on the results of the examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions;
- xii) To fix the emoluments and traveling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee;
- xiii) To institute Fellowships, including Travel Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Rules to be framed for the purpose;
- xiv) To advise the Holding Trustees (if any) on matters regarding acquisition, management and disposal of any immovable property on behalf of the institution deemed to be university;



- xy) To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the institution deemed to be university, on such terms and conditions as it may deem fit and proper, and to construct or alter and maintain any such building(s) or work(s);
- xvi) To transfer or accept transfers of any movable property on behalf of the institution deemed to be university;
- xvii) To execute in consultation with the Holding Trustees (if any) conveyance, transfer Government Securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, movable or immovable, belonging to the institution deemed to be university or to be acquired for the purposes of the institution deemed to be university.
- xviii) To issue appeals for funds for carrying out the objectives of the institution deemed to be university and, consistent with the provisions of the objectives, to receive grants, donations, contributions, gifts, prizes, scholarship, fees and other moneys, to give grants and donations, to award prizes, scholarships, etc.
- xix) To raise and borrow in consultation with the Holding Trustee (if any) money on bonds, mortgages, promissory notes or other obligations or securities founded or bases on any of the properties and assets of the institution deemed to be university; or without any securities, upon such terms and conditions as it may think fit and to pay out of the funds of the institution deemed to be university, all expenses incidental to the raising of money and to repay and redeem the money borrowed;
- xx) To draw and accept and make and endorse discount and negotiate Government of India's and other promissory notes, bills of exchange, cheques or other negotiable instruments;
- xxi) To maintain a fund to which shall be credited:
 - (a) all moneys provided by the Central or State / UT Government(s) / University Grants Commission;
 - (b) all fees and other charges received by the institution deemed to be university;
 - (c) all money received by the institution deemed to be university as grants, gifts, donations, benefactions, bequest or transfers and
 - (d) all money received by the institution deemed to be university in any other manner or from any other source;
- xxii) To open account or accounts of the institution deemed to be university with anyone or more scheduled banks and to lay down the procedure for operating the same;



12. Powers and Functions of the Academic Council:

The Academic Council shall have the following powers and duties, namely

- i) To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/faculties and to take proper action thereon;
- ii) To exercise general supervision over the academic work of the institution deemed to be university and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- iii) To promote research within the institution deemed to be university, acquire reports on such researches from time to time;
- iv) To prescribe courses of study leading to degrees and diplomas of the institution deemed to be university;
- v) To make arrangements for the conduct of examinations in conformity with the Bye-Laws;
- vi) To appoint examiners, moderators, tabulators and such other personnel for different examinations;
- vii) To maintain proper standards of the examinations;
- viii) To recognize diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the Institutions deemed to be university;
- ix) To suggest measures for departmental co-ordination;
- x) To make recommendations to the Board of Management on:
 - a) measures for improvement of standards of teaching, research and training;
 - b) institution of Fellowships, Travel Fellowships, Scholarships, Medals, Prizes etc;
 - c) to recommend to the Board of Management, the establishment or abolition of departments/centres; and
 - d) to frame rules covering the academic functioning of the institution deemed to be university, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence etc.
- xi) To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- xii) To consider the recommendations of the sub-committees and to take such action as the circumstances of each case may require;

Rules of Koneru Lakshmalah Education Foundation (Deemed to be University under Sec 3 of UGC Act 1956) 9



Meetings of the Board of Management:

- i) The Board of Management shall meet at least four times a year. Not less than 15 days' notice shall be given of a meeting of the Board of Management. Eight (8) members shall make the quorum for a Board of Management meeting.
- ii) Every meeting of the Board of Management shall be presided over by its Chairman and in his/her absence, by a member chosen by the members present, from among themselves.
- iii) Each member of the Board of Management, including its Chairman, shall have one vote and decisions at the meetings of the Board shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- iv) Any business which it may be necessary for the Board of Management to perform may be carried out by circulating appropriate resolution thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Board.
- v) A copy of the proceedings of each meeting shall be furnished to the Chancellor of the institution deemed to be university as soon as possible after the meeting.

6 Termination of Membership:

If a member other than the Vice-Chancellor, and those representing the teachers, accepts a full time appointment in the Institution deemed to be University or does not attend three consecutive meetings of the Board of Management, without proper leave of absence, he/she shall cease to be a member of the Board of Management.

7 Constitution of Standing Committee and Ad-hoc Committee by the Board of Management:

- 1 Subject to the provision of the Rules of the Institution deemed to be University, the Board of Management may, by a resolution, constitute such Standing Committee or Ad-hoc Committee or Committees for such purposes and with such powers as the Board may think fit for discharging any function of the institution deemed to be university or for inquiring into, reporting and advising upon any matter of the Institution deemed to be University.
- 2 The Board of Management may co-opt such persons on the Standing Committees Ad-hoc Committees, as it may consider suitable.

8 Delegation of Powers of the Board of Management:

The Board of Management may, by a resolution, delegate to the Vice-Chancellor or any other Officer of the Institution deemed to be university or the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit subject to the condition that the action taken by the Vice-Chancellor or the Officer concerned or the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Board of Management.

Rules of Koneru Lakshmaiah Education Foundation (Deemed to be University under Sec 3 of UGC Act 1956) 7



9 Academic Council:

The Academic Council shall be the principal academic body of the institution deemed to be university and shall, subject to the provision of the Rules, have the control over and be responsible for the maintenance of standards of teaching, research and training, approval of syllabus, co-ordination of research activities, examinations and tests within the institution deemed to be university and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules of the institution.

10 Composition of the Academic Council:

The Academic Council shall consist of the following persons, namely:

1. Vice-Chancellor....Chairperson
2. Pro Vice-Chancellor (if any)
3. Dean(s) of Faculties
4. Heads of the Departments
5. Ten Professors other than the Heads of the Departments (by rotation of seniority)
6. Three Associate Professors from the Departments other than the Heads of the Departments by rotation of seniority.
7. Three Assistant Professors from the Departments by rotation of seniority.
8. Three persons from amongst educationists of repute or persons from any other field related to the activities of the institution deemed to be University who are not in the service of the institution deemed to be University, nominated by the Vice-Chancellor.
9. Three persons who are not members of the teaching staff, co-opted by the Academic Council for their specialized knowledge.
10. The Registrar, who shall be the Secretary of the Academic Council.

Note: The representation of different categories shall be only through rotation and not through election. It may also be ensured that no particular faculty dominates the membership of the Council.

11 Term of Membership:

The term of members other than the *ex-officio* members shall be two years.



12. Powers and Functions of the Academic Council:

The Academic Council shall have the following powers and duties, namely

- i) To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/faculties and to take proper action thereon;
- ii) To exercise general supervision over the academic work of the institution deemed to be university and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- iii) To promote research within the institution deemed to be university, acquire reports on such researches from time to time;
- iv) To prescribe courses of study leading to degrees and diplomas of the institution deemed to be university;
- v) To make arrangements for the conduct of examinations in conformity with the Bye-Laws;
- vi) To appoint examiners, moderators, tabulators and such other personnel for different examinations;
- vii) To maintain proper standards of the examinations;
- viii) To recognize diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the Institutions deemed to be university;
- ix) To suggest measures for departmental co-ordination;
- x) To make recommendations to the Board of Management on:
 - a) measures for improvement of standards of teaching, research and training;
 - b) institution of Fellowships, Travel Fellowships, Scholarships, Medals, Prizes etc;
 - c) to recommend to the Board of Management, the establishment or abolition of departments/centres; and
 - d) to frame rules covering the academic functioning of the institution deemed to be university, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence etc.
- xi) To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- xii) To consider the recommendations of the sub-committees and to take such action as the circumstances of each case may require;

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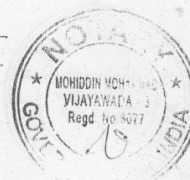
- xiii) To take periodical review of the activities of the Departments/Centres and to take appropriate action with a view to maintaining and improving standards of instruction;
- xiv) To recommend institution of teaching posts (Professors, Associate Professors and Assistant Professors) to the Board of Management; and
- xv) To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Rules.

13 Meeting of the Academic Council:

- i) The Academic Council shall meet as often as may be necessary but not less than three times during an academic year. Not less than 15 days' notice shall be given of a meeting of the Academic Council.
- ii) One third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- iii) Each member, including its Chairman, shall have one vote and decisions at the meetings of the Academic Council shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- iv) Any business which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one half of the total number of the members of the Academic Council have recorded their views on the resolution.

14 Planning and Monitoring Board:

- 1 The Planning & Monitoring Board shall be the principal Planning Body of the Institution deemed to be university and shall be responsible for the monitoring of the development programmes of the Institution deemed to be University.
- 2 The Vice-Chancellor shall be the Chairman of the Planning & Monitoring Board. The Registrar shall be its Secretary. It may include seven internal members and three outside eminent experts, including one nominee of the UGC.
- 3 The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Rules.
- 4 The Planning & Monitoring Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfillment of the objectives of the institutions deemed to be university.



- 5 The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to the academic matters may be processed through the Academic Council.

15 Finance Committee (FC):

16 Composition of the Finance Committee:

The Finance Committee shall consist of the following members:

1. Vice-Chancellor....Chairperson
2. Pro Vice-Chancellor
3. A person nominated by the Society or Trust
4. Two nominees of the Board of Management, one of whom shall be a member of the Board
5. A representative of the Central Government
6. A representative of the State Government, in case the institution deemed to be university is receiving grants from the State Government
7. Finance Officer-Secretary

17 Terms of Office of the Finance Committee:

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years.

18 Powers and Functions of the Finance Committee:

- i) To consider the annual accounts and financial estimates of the institution deemed to be university and submit them to the Board of the Management for approval.
- ii) To consider and recommend the annual budget and revised estimates to the Board of Management.
- iii) To fix limits of the total recurring expenditure and the total non-recurring expenditure of the year based on the income and resources of the institution deemed to be university.

Note: No expenditure other than that provided in the budget shall be incurred by the institution deemed to be university without the approval of the Finance Committee.



19 Meetings of the Finance Committee:

The Finance Committee shall meet at least twice a year to examine the accounts and to scrutinize proposals for expenditure. Five members shall constitute the quorum for the meeting.

20 Board of Studies:

- 1 There shall be one Board of Studies for each Department of the institution deemed to be University.
- 2 The Board of Studies of each faculty/Department shall consist of:
 1. Dean of faculty/Head of the Department - Chairperson
 2. All Professors of the faculty/Department
 3. Two Associate Professors of the faculty/Department by rotation of seniority
 4. Two Assistant Professors of the faculty/Department by rotation of seniority
 5. Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the profession or industry concerned.
- 3 The powers and functions of the Board of Studies shall be prescribed by the Rules of the Institution deemed to be University.

21 Selection Committee:

- 1 There shall be a Selection Committee for making recommendations to the Board of Management for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed by the Rules, in the institution deemed to be University.
- 2 Every Selection Committee shall be constituted in accordance with the Rules framed by the Board of Management.

22 Meetings of the Selection Committee:

- (a) The meetings of the Selection Committees shall be convened by the Chairman of the Selection Committee as and when necessary
- (b) Four members of the Selection Committee, consisting of at least two experts, shall form the quorum.
- (c) If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons thereof and require an appropriate review by a high power committee.



23 Officers of the Institution Deemed to be university:

The following shall be the officers of the institution deemed to be university:-

- a) Chancellor
- b) Vice-Chancellor
- c) Pro Vice-Chancellor
- d) Registrar
- e) Finance Officer
- f) Controller of Examinations
- g) Dean of Faculties
- h) Head of Department
- i) Such other officers as may be prescribed in the Rules of the institution deemed to be university.

24 Chancellor:

The institution deemed to be university shall have a Chancellor who shall, when present, preside over the convocations of the institution deemed to be university but shall not be the Chief Executive Officer. The Chancellor shall be appointed by the Sponsoring Society or Trust, shall hold office for a period of 5 years and shall be eligible for one more term. The Chancellor shall neither be a member of the Society or the Trust nor a close relative of the President of the Society or the Trust.

Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall, to the extent necessary nominate persons to represent the various interests for the furtherance of the objectives of the institutions deemed to be university.

25 Vice-Chancellor:

- i) The Vice-Chancellor shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Chancellor from a panel of three names suggested by a Search-cum-Selection Committee. The composition of the Search-cum-Selection Committee shall be:
 1. A nominee of the Chancellor
 2. A nominee of Central Government; who shall be an eminent academic nominated by the Government in consultation with the UGC
 3. A nominee of the Board of Management



- ii) The Vice-Chancellor shall hold office for a term of 5 years. He shall be eligible for a second term, provided that in no case shall he hold office beyond the age of 70 years.

Provided that notwithstanding the expiry of the period of 5 years, he/she may continue in office for not more than six months or till his/her successor is appointed and the latter assumes office, whichever, is earlier.

- iii) In case of the office of the Vice-Chancellor becoming vacant due to death, resignation or otherwise and in case of his/her absence due to illness or any other cause, the Pro Vice-Chancellor, and in his/her absence, the Senior most Dean or, if there is no Dean, the senior most Professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor is appointed, or the existing Vice-Chancellor resumes duties, as the case may be.

26 Powers of the Vice-Chancellor:

- i) The Vice-Chancellor shall be the Principal Executive Officer of the institution deemed to be university and shall exercise general supervision and control over the affairs of the institution deemed to be university and shall be mainly responsible for implementation of the decisions of all the authorities of the institution deemed to be University.
- ii) The Vice-Chancellor shall be the Ex-officio Chairman of the Board of Management, the Academic Council, the Finance Committee, the Planning & Monitoring Board and Selection Committees.
- iii) The Vice-Chancellor shall have the power to convene or cause to be convened meeting of the various authorities of the institution deemed to be university.
- iv) The Vice-Chancellor may, if he/she is of the opinion that immediate action is called for on any matter, he/she shall exercise any power conferred upon any authority of the institution deemed to be university under its Regulations / Rules, and take such action or proceed to take such action and shall report to the authority concerned on the action taken by him/her on such matters.

Provided that if the authority concerned as mentioned in clause (ii) above 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 if any person in the service of the institution deemed to be university is aggrieved by the action taken by the Vice-Chancellor under the said clause, he/she shall have the right to appeal against such decision to the Board of Management within 30 days from the date on which such action is communicated to him/her and thereupon the Board of Management shall call the meeting in a subsequent meeting and may confirm, modify or reverse the action taken by the Vice-Chancellor.



- v) It shall be the duty of the Vice-Chancellor to ensure that Regulations and Rules of the institution deemed to be university are duly observed and implemented; and, he/she shall have all the necessary powers in this regard.
- vi) All powers relating to the proper maintenance and discipline of the institution deemed to be university shall be vested in the Vice-Chancellor.
- vii) The Vice-Chancellor shall have the power to re-delegate some of his powers to any of his/her subordinate officers with the concurrence and approval of the Board of Management.
- viii) The Vice-Chancellor shall exercise all other powers as may be delegated to him/her by the Board of Management.
- ix) The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Regulations, Rules and Bye-Laws.

27 Pro Vice-Chancellor:

- i) The post of Pro Vice-Chancellor may be created with the approval of the Board of Management and the Central Government.
- ii) The Pro Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor.
- iii) The Pro Vice-Chancellor shall hold office co-terminus with the office of the Vice-Chancellor and at the pleasure of Vice-Chancellor.
- iv) The Pro Vice-Chancellor shall have the powers and duties as prescribed by Rules of the institution deemed to be university.

28 Registrar:

- i) The Registrar shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following:
 - 1. Vice Chancellor - Chairperson
 - 2. One nominee of the Chancellor
 - 3. One nominee of the Board of Management
 - 4. One expert appointed by the Board of Management who is not an employee of the institution deemed to be university.
- ii) The emoluments and other terms and conditions of service of the Registrar shall be as prescribed by Rules of the institution deemed to be university.



- iii) When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other person as the Vice-Chancellor may appoint for the purpose.
- iv) The Registrar shall be ex-officio Secretary of the Board of Management, the Academic Council and the Planning and Monitoring Board, but shall not be deemed to be a member of any of these authorities.
- v) The Registrar shall be directly responsible to the Vice-Chancellor and shall work under his direction.
- vi) The following shall be the duties of the Registrar:
1. To be the custodian of the records and the funds and such other property of the institution deemed to be university as the Board of Management may commit to his/her charge.
 2. To conduct the official correspondence on behalf of the authorities of the institution deemed to be university.
 3. To issue notices convening meetings of the authorities of the institution deemed to be university and all Committees and sub-Committees appointed by any of these authorities.
 4. To maintain the minutes of the meetings of all the authorities of the institution deemed to be university and of all the Committees and sub-Committees appointed by any of these authorities.
 5. To make arrangements for and supervise the examinations conducted by the institution deemed to be university.
 6. To represent the institution deemed to be university in suits or proceedings by or against the institution deemed to be university, sign powers of attorney and perform pleadings or depute his/her representatives for this purpose;
 7. To enter into agreement, sign documents and authenticate records on behalf of the institution deemed to be university.
 8. 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 deemed to be university.
 9. To perform such other duties as may be specified in the Rules or as may be assigned by the Board of Management or the Vice-Chancellor from time to time.



29 Finance Officer:

- i) The Finance Officer shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management.
- ii) The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by Rules of the institution deemed to be university.
- iii) The Finance Officer shall work under the direction of the Vice-Chancellor and shall be responsible to the Board of Management through the Vice-Chancellor.
- iv) He/she shall be responsible for the preparation of annual budget, estimates and statements of account for submission to the Finance Committee and the Board of Management.
- v) He/she shall be responsible for the management of funds and investments of institution deemed to be university, subject to the control of Board of Management.

30 Controller of Examinations:

- i) The Controller of Examinations shall be appointed by the Board of Management.
- ii) The emoluments and other terms and conditions of service of the Controller of Examination shall be as may be prescribed by Rules of the institution deemed to be university.
- iii) The Controller of Examinations shall ensure that all the specific directions of the Board of Management, Academic Council and Vice-Chancellor in respect of examination and evaluation are complied with.
- iv) The Controller of Examinations shall be a permanent invitee to the Board of Management.

31 Dean:

The Departments dealing with allied subjects could be grouped into faculties. Each faculty may be headed by a Dean.

32 Head of the Department:

- i) There shall be a Head of the Department for each of the Departments in the institution deemed to be university who shall be appointed by the Vice-Chancellor from amongst the Professors of the Department.

Provided that if there is no Professor in the Department or there is only one Professor in the Department whose term as Head of the Department is ending, the Vice-Chancellor may appoint an Associate Professor as Head of the Department.



- ii) The term of the Head of the Department shall normally be 3 years and he/she shall be eligible for reappointment of one more term, but not for two consecutive terms.
- iii) The powers and functions of the Head of the Department shall be prescribed by Rules of the Institution deemed to be university.

33. Delegation of Powers:

Subject to the provisions of these Regulations and Rules, any authority or officer of the institution deemed to be university, with the approval of Board of Management, may delegate its power to any other authority or officer or person under their respective control and subject to the conditions that the overall responsibility for exercising the powers so delegated shall continue to rest in the authority or officer delegating such powers.

34. Seniority List:

- (a) Whenever in accordance with these Rules any person is to hold an office or to be a member of an authority of the Institution deemed to be University by rotation of seniority, such seniority shall be determined according to the length of the continuous service of such person in the grade in the institution deemed to be university in accordance with such other principles as the Board of Management may from time to time prescribe:
- (b) It shall be the duty of the Registrar to prepare and maintain in respect of each class/cadre of persons to whom the provisions of these Rules apply a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.
- (c) If two or more persons have equal length of continuous service in a particular grade/cadre or the relative seniority of any person or persons is in doubt, the Registrar may on his/her own notion and shall at the request of any such person, submit the matter to the Board whose decision shall be final and binding.

35. Dispute as to Membership:

If any question arises, whether any person has been duly nominated or appointed, as or is entitled to be a member of any authority or any committee of the institution deemed to be university, the matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.

36. Grievance Redress Mechanism:

For individual grievances and complaint(s), every institution deemed to be university shall have a Grievance Redress Mechanism as may be prescribed by the Rules.



37 Resignation:

Any member other than an ex-officio member of any authority may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Chancellor or the Chairman of the Board of Management, as the case may be.

38 Acting Chairman of the Meetings:

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Where no provision is made for a Chairman to preside over a meeting an authority of the institution deemed to be university or any committee of such authority, or if the Chairman so provided is absent, the members present may select one from amongst themselves to preside at such meeting.

40 Validation of certain actions, decisions:

No action or proceedings of any authority or anybody or any committee of the institution deemed to be university shall be invalid merely by reason of any vacancy therein.

41 Disqualification:

(a) A person shall be disqualified for being chosen as and for being a member of any of the authorities of the institution deemed to be university:

- i) If he/she is of unsound mind
- ii) If he/she is an un-discharged insolvent
- iii) If he/she has been convicted by a court of law of an offence involving moral turpitude.

(b) If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above; the question shall be referred for decision to the Chancellor and his decision shall be final.

42 Filling of Casual Vacancies:

Casual vacancies among the members (other than ex-officio members) of any authority or any Committee of the institution deemed to be university shall be filled as soon as it may be convenient by the such authority or the person who appointed or co-opted the member whose place has become vacant and the person appointed or co-opted to a casual vacancy shall be member of such authority or committee for the residual term for which the person whose place he/she fills would have been a member.

43 Review of the Academic Activities of the Institution deemed to be university:

The functioning the institution deemed to be university may be reviewed after a period of every 5 year or earlier, if necessary, by a Committee appointed by the Commission.



44 Inspection of the Institution deemed to be university by the Commission:

- i) The Commission may cause an inspection, to be made by such person or persons as it may direct, of the institution deemed to be university, its buildings, fixtures and fittings, laboratories and equipment as also examinations, teaching and other work carried on or done and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finances of the institution deemed to be university.
- ii) The Commission shall, in every case, give notice to the institution deemed to be university of its intension to cause an inspection or inquiry to be made and on receipt of such a notice, the institution deemed to be university shall have the right to make such representations to the Commission as it may consider necessary.
- iii) Where an inspection or inquiry has been caused to be made by the Commission, the institution deemed to be university shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- iv) The Commission may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to the action to be taken by the institution deemed to be university to the Vice-Chancellor who shall communicate the same to the Board of Management.
- v) The Board of Management shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposals for action by the institution deemed to be university and communicate to the Commission the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.
- vi) Where the Board of Management does not, within a reasonable time, take any action to the satisfaction of the Commission, the Commission may, after giving due consideration to the explanation furnished or representation made by the Board of Management to it, issue such directions as it may think fit and the Board of Management shall comply with such directions.

45 Income and Property of the institution deemed to be university to be utilized for its objectives only:

The income and property of the institution deemed to be university shall be utilized solely for promoting the objectives of that institution deemed to be university.

46 Ban on payment or transferring of Income and Property of the institution deemed to be university by way of Profit:

No portion of the income and property of the institution deemed to be university shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the persons who were at any time or are members of the institution deemed to be university or to any of them or any persons claiming through them, provided that nothing herein contained shall prevent the payment in good faith of

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remuneration to any member thereof or other person as consideration for any service rendered to the institution deemed to be university or for traveling or other allowances and such other charges.

47 Funds, Accounts, Audits and Annual Report:

- i) The accounts of the institution deemed to be university shall be maintained in the name of the institution deemed to be university and not in the name of the sponsoring Society or Trust. The accounts of the institution deemed to be university shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the Commission. The accounts of the institution deemed to be university shall be open for examination by the Controller and Auditor General of India. The accounts shall also be open for inspection by the Commission.
- ii) The annual financial statements and accounts shall be audited by the Chartered Accountant of the institution deemed to be university.
- iii) Annual Reports and the Audit Reports shall be submitted by the institution deemed to be university to the Commission within nine months of the closure of the accounting year.

48 Rules of the Institution deemed to be university:

Subject to the provisions of the Regulations and the Rules of the Commission, the Board of Management shall, in addition to all other powers vested in it, have the power to frame the Rules of the institution deemed to be university that may provide for all or any of the following matters:

- i) establishment of Departments of teaching;
- ii) courses of study to be laid down for all degrees, diplomas and certificates of the Institution deemed to be University;
- iii) grant of academic awards (such as degrees and diplomas) and distinctions;
- iv) admission of students to the Institution deemed to be University and their enrolment as such;
- v) The fees to be charged for courses of study and for admission to the examinations, degrees, diplomas and certificates of the Institution deemed to be university;
- vi) conduct of examinations, appointment of examiners and approval and publication of results thereof;
- vii) institution of award of fellowships, scholarships, studentships, medals and prizes and prescription of the conditions thereof;
- viii) maintenance of discipline among the students;
- ix) maintenance of discipline among the employees;

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- x) establishment of halls of residence and conditions of residence and health of the students;
- xi) classification, emoluments, method of appointment and determination of the terms and conditions of service of the staff;
- xii) such other powers, functions and duties of the Academic Council as are not mentioned elsewhere;
- xiii) constitution, powers and functions of the Planning & Monitoring Board;
- xiv) Powers and functions of the Board of Students;
- xv) composition, powers and functions of the Grievance Redress Mechanism;
- xvi) prescribing persons as such other officers of the institution deemed to be university;
- xvii) such other powers and functions of the Vice-Chancellor as are not specified elsewhere;
- xviii) emoluments, terms and conditions of service of the Registrar;
- xix) emoluments, terms and conditions of service of the Finance Officer;
- xx) constitution of pension, provident fund, insurance etc. for the benefit of the officers, teachers, and the other staff;
- xxi) establishment of special centers;
- xxii) creation, composition and functions of any committees or body, which is considered necessary for the work of the institution deemed to be university.
- xxiii) procedure for preparation and submission of budget estimates;
- xxiv) procedure for convening of meeting of any authority or committee;
- xxv) laying down of procedures to be observed at any meeting of any authority or any committee;
- xxvi) constitution of any other body as an authority of the institution deemed to be university;
- xxvii) delegation of powers to any authority or officer;
- xxviii) all other matters by this Regulation or the Rules may be provided but no rule shall be made affecting the condition of residence, health, discipline, admission, enrolment of students, conditions, mode of appointments, duties of examiners, conduct of and standard of examinations or any course of study without consulting the Academic Council.



49 Interpretation Clause:

In the event of conflict of opinion with regard to interpretation of Regulations or the Rules of the Commission, the opinion of the Commission shall be final.

50 Adjustment of Income and Property on Dissolution of the institution deemed to be university:

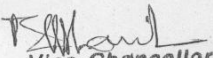
If on the winding up or dissolution of the institution deemed to be university there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the members of the institution deemed to be university or any of them, but shall be transferred to other bodies in consultation with the agencies concerned who have helped in creation of those assets.

51 Legal proceedings:

- i) For the purpose of Section 6 of the Societies Registration Act, 1860, the person in whose name the institution deemed to be university may sue or be sued shall be the Registrar.
- ii) No suit or legal proceedings shall lie against the Central Government or the Commission or the institution deemed to be university or an Officer of the institution deemed to be university or a member of the authority of the institution deemed to be university in respect of anything done or purported or intended to be done in pursuance of any of these Regulations.

52 Alteration, Amendments and Additions to the Rules governing the functioning of the institution deemed to be university:

No Rule and Bye law governing the functioning of the institution deemed to be university may be altered, amended and added to by the Board of Management or such other competent body to the effect that it is in conflict with or to the detriment of the provisions of these Regulations; and, no alteration, amendment or addition to the Rules and bye laws shall be given effect to without the prior approval of the Commission in accordance with the provision of the Societies Registration Act, 1860 or the relevant Public Trust Act as in force for the time being.


Vice-Chancellor
Koneru Lakshmaiah Education Foundation
(Deemed to be University)
Green Fields, Vaddeswaram-522 502.
Guntur District, Andhra Pradesh.

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TRUE COPY OF THE ORIGINAL ATTESTED
22/11/2012
MOHIDDIN MOHAMMAD, B.Com., LL.B.
ADVOCATE & NOTARY, VIJAYAWADA-3

