

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

CONTENTS

Preamble.

Sections.

1. Short title and commencement.
2. Definitions.
3. Establishment and Incorporation of the University.
4. Powers and functions of the University.
5. Teaching and Examinations in the University.
6. University open to all.
7. Officers of the University.
8. Patron.
9. Visitation.
10. Chancellor.
11. The Vice Chancellor
12. Pro-Vice-Chancellor.
13. The Dean.
14. Teaching Department.
15. The Registrar.
16. The Director Finance.
17. The Controller of Examinations.
18. Authority of the University.
19. Board of Governors.
20. Powers and functions of the Board of Governors.
21. Meeting of the Board.
22. The Academic Council
23. Powers and duties of academic council
24. Constitution, functions and powers of other authorities
25. Appointment of Committees by certain authority
26. General Provision
27. Board of Faculties
28. Functions of the Board of Faculty
29. Board of Advanced studies and research
30. Functions of Board of advanced studies and research
31. Selection Board

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

32. Functions of the Selection Board
33. Finance and Planning Committee
34. Functions of the Finance and Planning Committee
35. Discipline Committee
36. Functions of the Discipline Committee
37. Academic and Administrative Staff
38. The University Fund
39. Statutes
40. Regulations
41. Rules
42. Removal of Difficulties

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

[27th May 2002.]

An Ordinance to provide for the establishment of a University known as the Defence Housing Authority Suffa University at Karachi.

WHEREAS it is expedient to provide for the establishment of Defence Housing Authority Suffa University at Karachi and for matters ancillary thereto; **Preamble.**

It is hereby enacted as follows:--

AND WHEREAS The Provincial Assembly stands dissolved in pursuance of the Proclamation of the fourteenth day of October, 1999 and the Provisional Constitution Order No.1 of 1999;

AND WHEREAS the Governor of Sindh is satisfied that circumstances exist which render it necessary to take immediate action;

NOW, THEREFORE, in pursuance of the aforesaid Proclamation and Provisional Constitution Order read with Provisional Constitution (Amendment) Order No.9 of 1999, and in exercise of all powers enabling him in that behalf, the Governor of Sindh is pleased to make and promulgate the following Ordinance:-

(1) This Ordinance may be called the Defence Housing Authority Suffa University, Ordinance, 2002. **Short title and commencement.**

(2) It shall come into force at once.

1. In this Ordinance, unless there is anything repugnant in the subject or context— **Definitions.**

- (a) “Academic Council” means the Academic Council of the University;
- (b) “Authority” means any of the authorities of the University specified in section 17;
- (c) “Board” means the Board of Governors of the University;
- (d) “Chairman” means the Chairman of the Board;
- (e) “Constitute unit” means an institute or college maintained or administered by the University;
- (f) “Chancellor” means the Chancellor of the University;
- (g) “Dean” means the Chairman of a Faculty of the University;

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- (h) “DHA” means Defence Housing Authority established under the Presidential Order No.7 of 1980;
- (i) “Director” means the administrative head of a constituent college or campus of the University;
- (j) “Faculty” means a Faculty of the University;
- (k) “Government” means Government of Sindh;
- (l) “Head” means Head of Teaching Department of the University;
- (m) “Principal” means the Principal of a constituent unit;
- (n) "Pro Vice Chancellor" means the Pro Vice Chancellor of the University;
- (o) “Registrar” means the Registrar of the University;
- (p) “Statutes”, “Regulations” and “rules” mean prescribed statutes, regulations and rules made under this Ordinance;
- (q) “Teacher” means Professor, Associate Professor, Assistant Professor and Lecturer engaged whole time by the University for teaching and any other person as may be declared to be the teacher;
- (r) “Teaching Department” means teaching department established and maintained by the University;
- (s) “UGC” means University Grants Commission;
- (t) “University” means the Defence Housing Authority Suffa University Karachi; and
- (u) “Vice Chancellor” means the Vice Chancellor of the University.

3. (I) There shall be established a University to be called the Defence Housing Authority Suffa University, Karachi, consisting of--

- a. the Chancellor, the Vice-Chancellor, the Pro-Vice Chancellor, the Deans, the Director, the Principals and the members of the Board;
- b. the member of such councils, boards, committees and other bodies as the Board may establish;
- c. the teachers of the University and its constituent units; and

**Establishment
and
Incorporation of
the University.**

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- d. such other officers and members of the staff as may be from time to time be specified by the Board.

(2) The University shall be a body corporate by the name of the Defence Housing Authority Suffa University, Karachi having perpetual succession and a common seal, with powers, among others, to acquire, hold and dispose of any property moveable or immovable and shall by the said name sue and be sued.

4. Subject to the instruction prescribed by Government from time to time, the University shall have the powers—

Powers and functions of the University.

- (1) to provide for instructions and training in such branches of learning as it may deem fit, and to make provisions for research, demonstration, and for the advancement and dissemination of knowledge in such manner as it may determine;
- (2) to select, admit and examine students;
- (3) to hold examinations and confer or award degrees, diplomas, certificates and other academic distinctions on the person who has passed its examinations under or have participated in its executive development programmes under prescribed conditions;
- (4) to establish and promote faculties;
- (5) to confer honorary degrees on persons as approved by the Patron;
- (6) to prescribed courses of studies if, such branches of learning as it may determine;
- (7) to pursue and publish research;
- (8) to provide other facilities for education, training and research;
- (9) the University may affiliate & disaffiliate only those educational institutions which are financed and run by the Authority;
- (10) to associate and collaborate with other institutions and Universities;
- (11) to enter into carry out or cancel agreements, contracts and arrangements with other universities, organizations, institutions, bodies and individuals for the purpose of carrying out its functions and activities;
- (12) to create posts for teaching, research, administration and other related functions and to appoint persons thereto;
- (13) to receive and manage properties, grants, bequests, trusts, gifts, donations, endowments and other contributions made to it and to invest any funds representing such properties, grants, bequests, trusts, gifts, donations, endowments or contributions and to convert one kind of property into another, in such manner as it may deem fit; and

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- (14) to do all such other acts and things as may be required to further its objectives, as per provisions of the charter/policy of the Government.
5. (1) The academic programmes of the University shall be conducted in the prescribed manner. **Teaching and Examinations in the University.**
- (2) The University shall associate external examiners for the conduct of examinations.
- (3) No degree shall be granted unless a student has passed an examination in Islamic Studies and Pakistan Studies at the Bachelor's degree level or, in the case of non-Muslim student, in Ethics and Pakistan Studies as his or her option.
- (4) In prescribing syllabi, courses of studies and instructions for the conduct of studies, the University shall abide by the directions given by Government or University Grants Commission.
6. The University shall be open to person of either sex of whatever religion, race, creed, class, color or domicile who are academically qualified for admission to the course of study offered by the University and no such person shall be denied the privileges of the University on the ground only of sex, religion, creed, race, class, color or domicile. **University open to all.**
7. The following shall be Officers of the University:— **Officers of the University.**
- (1) the Chancellor;
- (2) the Vice-Chancellor;
- (3) the Pro-Vice-Chancellor;
- (4) the Deans;
- (5) the Head of Teaching Departments;
- (6) the Registrar;
- (7) the Director of Finance;
- (8) the Controller of Examinations; and
- (9) such other persons as may be prescribed by the officers.
8. (1) The Governor of Sindh shall be the Patron of the University. **Patron.**
- (2) The Patron, when present, shall preside at the convocation of the University.
- (3) In the absence of the Patron, the Chancellor shall preside at the convocation.
- (4) Every proposal to confer an honorary degree shall be subject to confirmation by the patron.
9. (1) The Patron may cause an inspection or enquiry to be made on his own motion in respect of any matter connected with the affairs of the University and shall, from time to time, direct any person or persons to inquire **Visitation.**

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

into or carry out inspection of—

- a. the University, its buildings, laboratories, libraries, and other facilities;
 - b. any institution, department or hostel maintained by the University and the adequacy of financial and human resources of the University;
 - c. the teaching, research, curriculum, examinations and other matters of the University; and
 - d. such other matters as may be specified by him.
- (2) The Patron shall communicate to the Board his views with regard to the result of visitation and shall, after ascertaining the views thereon of the Board, advise the Board on the action to be taken by it.
 - (3) The Board shall, within such time as may be specified by the Patron, communicate to him such action, if any, as has been taken or may be proposed to be taken upon the result of visitation.
 - (4) Where the Board does not, within the time specified, take action to the satisfaction of the Patron, the Patron may issue such directions as he deems fit and the board shall comply with all such directions.
 - (5) The Patron shall have full powers to take any action as he may deem fit against the University including withdrawal of charter and its closure if it is found in any unlawful activities.
10. (1) The President of the Executive Board of the Defence Housing Authority shall be the **Chancellor.**
- (2) The Chancellor shall, when present preside at the meetings of the Board.
 - (3) The Chancellor shall appoint Vice Chancellor and Pro-Vice Chancellor.
 - (4) If the Chancellor is satisfied that the proceedings of any Authority or orders of any officer are not in accordance with the provisions of this Ordinance, the statutes, the regulations or the rules, he may after calling upon such Authority or officer to show cause why such proceedings should not be annulled by order in writing annual such proceedings or orders.
 - (5) The Chancellor may remove any person from the membership of any Authority if such person--
 - i. has become of unsound mind; or
 - ii. has been incapacitated to function as a member of such

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- Authority; or
iii.has been convicted by a court of law or an offence involving moral turpitude; or
iv.has been found indulging in any activity against the interest of the University.

- (6) The Chancellor shall have the power to assent statutes submitted by the board or withhold assent or refer then back to the Board of reconsideration.
11. (1) The Vice Chancellor, who shall be an eminent educationist of distinction, shall be appointed by the Chancellor on the recommendations of the Board for a period of three years on such terms and conditions as the Chancellor may determine in consultation with the Board and shall hold office during the pleasure of the Chancellor. **The Vice Chancellor**
- (2) The Vice Chancellor shall be the chief executive and academic officer of the University and shall be responsible for observing the provisions of this ordinance and for the execution of the programme of the University in accordance with the guidelines and policies formulated by the Board.
- (3) the Vice Chancellor shall have powers to—
- i. submit plans of work and budget estimates of the University for the consideration of the Board;
 - ii. direct the activities connected with the execution of programmes for instruction, training and research;
 - iii. authorize expenditure provided for in the approved budget and to re-appropriate funds within the same major head of expenditure and report it to the Board in the next meeting;
 - iv. sanction and re-appropriate an amount not exceeding one lac rupees for an unseen item not provided for in the budget, and report it to the Board in the next meeting;
 - v. appoint, with the approval of the Board, teachers, officers and members of the staff of the University and such other persons as may be necessary in accordance with policies at procedures approved by the Board so as to ensure the highest intellectual and moral qualities in the persons appointed;
 - vi. submit to the Board, in accordance with the rules of procedure, a report on the activities of the University and the execution of the plans of the work;
 - vii. create and fill temporary posts for a period not exceeding six months; and
 - viii. perform any work assigned by the Board.

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

12. (1) The Chancellor may, in consultation with the Vice-Chancellor, appoint a Pro-Vice Chancellor for the main campus or the additional campus, if any, or for both the campuses jointly, on such terms and conditions and for such period not exceeding four years at a time as the Chancellor may determine. **Pro-Vice-Chancellor.**
- (2) The Pro-Vice-Chancellor, notwithstanding anything contained in this Ordinance, exercise such powers and perform such functions of the Vice-Chancellor or such other powers and functions, in respect of the campus for which he is appointed, as the Chancellor may delegate to him.
- (3) The Pro-Vice-Chancellor shall be ex-officio member of the Academic Council and shall be deemed to be included in the University under section 3 and be an officer of the University under section 6.
13. (1) There shall be a Dean of each Faculty who shall be its Chairman and the convener. **The Dean.**
- (2) The Dean shall be appointed by the Board from amongst three most senior professors of the Faculty on the recommendations of the Vice Chancellor and shall hold office for a period of two years and shall be eligible for re-appointment.
- (3) The Dean shall be responsible for the academic affairs of the faculty and present candidates for admission to degree, except honorary degrees, in the courses falling within the purview of the Faculty.
- (4) The Dean shall exercise such powers and perform such duties as may be prescribed by the Board on the recommendations of the Vice Chancellor.
14. (1) There shall be a Teaching Department for each subject or a group of subjects, as may be prescribed by Regulations and each Department shall be head by Chairman. **Teaching Department.**
- (2) The head of Teaching Department shall be appointed by the Board on the recommendations of the Vice-Chancellor from amongst three most senior Professors or three most senior associate professors other than the Professors already working as a Dean for a period of two years and shall be eligible for re-appointment; provided that where there is no Professor or Associate Professor the Department shall be looked after by the Dean of the Faculty with the assistance of the most senior teacher of the Department.
- (3) The Head of Department shall plan, organize and supervise the work of the Department and shall be responsible to the Dean for

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- the work of his Department.
- (4) The Head of the Department shall under the general supervision of the Vice Chancellor and Dean, exercise all administrative, financial and academic powers and such other duties or powers as may be delegated to him.
- (5) The Head of Department shall prepare a comprehensive annual report on the performance of the Department a graduate and postgraduate levels, and faculty research and development and submit it to the Dean of the Faculty for evaluation.
15. (1) The Registrar shall be appointed by the Board on the recommendation of the Selection Board in such terms and conditions as may be determined by the Board. **The Registrar.**
- (2) The Registrar shall be the custodian of the common seal and the records of the University and perform such duties as may be assigned to him by the Vice Chancellor.
16. (1) The Director Finance shall be a whole time officer of the University and shall be appointed by the Chancellor on such terms and conditions as may be determined by the Board. **The Director Finance.**
- (2) The Director shall be responsible for the financial affairs of the University.
17. (1) The Controller of examinations shall be a whole time officer and shall be appointed by the Board on the recommendation of the Selection Board. **The Controller of Examinations.**
- (2) The Controller shall be responsible for all matters connected with the conduct of examinations and related matters of the University.
18. The following shall be the Authorities of the University:- **Authority of the University.**
- (a). Board;
- (b). Academic Council;
- (c). Board of Faculties;
- (d). Board of Advance Studies and Research;
- (e). Selection Board;
- (f). Finance and Planning Committee;
- (g). Discipline Committee; and
- (h). any other Authority constituted by the Board.
19. (I) The general supervision and control of the affairs of the University shall vest in the Board consisting of the following:- **Board of Governors.**

SINDH ORDINANCE NO.XV OF 2002

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- a) The Chancellor; who shall be the Chairman of the Board;
- b) a judge of the High Court; nominated by the Chief Justice;
- c) the Secretary Education, Government of Sindh or his nominee not below the rank of an Additional Secretary;
- d) the Chairman, University Grants Commission or his nominee;
- e) the Vice Chancellor;
- f) the Pro Vice Chancellor;
- g) the Administrator, Defence Housing Authority. Karachi;
- h) one Vice Chancellor of a University nominated by the Chancellor;
- i) three nominees of the Defence Housing Authority;
- j) two eminent educationists as approved by the Chairman for two years;
- k) Chairman Chamber of Commerce and Industry or his nominee; and
- D) The Registrar of the University will act as Secretary of the Board but he will not have right of vote. ,;

(2) The Members of the Board other than ex-officio members unless removed or resigned from the membership earlier shall hold office for two years.

(3) The Chairman may nominate any member of the Board to act-as Chairman in his absence.

(4) No act or proceedings of the Board shall be invalid by reasons only of the existence of a vacancy in or any defect in the constitution of the Board.

(5) The Chancellor may co-opt a person for consultation on special issues.

20. (1) The Board shall exercise the powers and perform the functions as follows:

- i) to hold, control and administer the property, funds and resources of the University and raise funds for the purpose of the University upon such security as may be required under regulations;
- ii) to undertake responsibility for the financial viability of the University including responsibility for ensuring effectiveness of its operations. their continuity and preservation of the autonomy of the University;
- iii) to consider and pass the resolution of the annual report, plan of work, statements of accounts and the annual budget estimates;
- iv) to formulate or approve policies and plans governing the activities and operations of the University SO as to facilitate research. teaching and other academic work;
- v) to make statutes;
- vi) to prepare or have prepared and revise from time to time statutes. rules and regulations for the efficient and effective operation of the University;

Powers and functions of the Board of Governors.

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- vii) to establish Faculties, Departments and Institutes, under its jurisdiction and to constitute such standing committees, councils and other administrative or academic advisory bodies as it deems necessary, and review their work;
- viii) to call for and consider reports relating to the activities of the University and the execution of plans of work and to direct the Vice Chancellor to furnish information relating to any matter specified by the Board:
- ix) to create such academic or administrative posts as it may deem necessary and to approve appointments to such posts as it may specify:

- x) to constitute committees or sub-committees as it may deem necessary;
- xi) to take all such measures as it may consider necessary or desirable for the efficient and effective management and functioning of the University;
- xii) to appoint teachers and officers on the recommendations of the Selection Board; and
- xiii) to delegate powers to an authority or officer or a committee.

(2) The Board may delegate any of its powers to the Vice Chancellor, a committee, sub committee or to an officer of the University.

21. (1) The Board shall meet at least twice a year on dates to be fixed by the Vice Chancellor:

Meeting of the Board.

Provided that a special meeting may be called at any time by the Chancellor or Vice Chancellor or on a request by not less than five members of the Board to consider any matter of urgent nature.

(2) In the case of a special meeting not less than three clear days notice shall be given to the members of the Board; and the agenda of the meeting shall be restricted to the matter for which the special meeting is called.

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

(4) The decisions of the Board shall be expressed in terms of the views of the majority and voting of the members present.

(5) If the members are equally divided, the Chairman shall have the powers to exercise a casting vote.

22. (1) The Academic Council shall consist of-

The Academic Council

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- i) the Vice Chancellor who shall be Chairman of the Council;
- ii) Pro Vice Chancellor;
- iii) all the Deans; "
- iv) all the Heads of the Teaching Departments;
- v) all Principals of the constituent units;
- vi) all Professors and Associate Professors of the University;
- vii) one nominee of the Department of Education Sindh, not below the rank of an Additional Secretary;
- viii) one nominee of the Defence Housing Authority;
- ix) Director Education of the Defence Housing Authority;
- x) two eminent persons one each from arts and sciences to be nominated by the Board for a period of two years;
- xi) the Adviser (Academics) of the University Grants Commission or his nominee; and
- xii) the Registrar who shall be the Secretary of the Council.

(2) The Members other than ex-officio Members shall hold office for three years.

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

23. (1) The Academic Council shall be the academic body of the University and shall, subject to the provisions of this Ordinance and the Statutes have the powers to lay down proper standards of instruction, research, publications, examinations and to regulate the promote the academic life of the University.

Powers and duties of academic council

(2) Without prejudice to the generality of the foregoing powers and subject to the provisions of this Ordinance and the Statutes, the Academic Council 'shall have the following powers :-

- i). to advise the Board on academic matters;
- ii). to regulate the conduct of teaching, research, publications and examinations;
- iii). to regulate the admission of students to the courses of studies and examinations in the University;
- iv). to regulate the conduct and discipline of the students of the University;
- v). to propose to the Board schemes for the continuation and organization of faculties and teaching departments;
- vi). to consider or formulate proposals for the planning and development of teaching and research in the University;
- vii). to make regulations prescribing the courses of studies; the

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- syllabi and the outlines of tests for all University examinations subject to the approval of the Board;
- viii). to regulate the award of studentships, scholarships, exhibitions and prizes;
- ix). to appoint, nominate members to the various Authorities in accordance with the provisions of this ordinance;
- x). ensure at least ten percent students be granted fee exemptions and scholarships on need basis or merit basis; and
- xi). to perform such other functions as may be prescribed.
24. The constitution, functions and the powers of the Authorities for which no specific provision has been made in this Ordinance shall be such as may be prescribed. **Constitution, functions and powers of other authorities**
25. The Board of Governors, the Academic Council and other Authorities may from time to time appoint such standing, special or advisory committee as they may deem fit and may nominate such persons on these committees who are not members of the Authorities appointing the committees. **Appointment of Committees by certain authority**
26. (1) The University shall have to work within the framework of the Education Policy and other law or policy framed or amended by the Government or University Grants Commissions from time to time. **General Provision**
- (2) In the case of academic staff, academic qualifications and fringe benefits shall not be less than those duly approved in public Universities of the Province of Sindh for such appointment.
27. (1) There shall be a Board of each faculty which shall consist of- **Board of Faculties**
- i). the Dean of a Faculty;
- ii). the Professors and the Head of Departments in the Faculty;
- iii). one member other than Professor and Head of each Academic department to be nominated by the Head;
- iv). two teachers to be nominated by the Academic Council by reason of their specialized knowledge of the subjects which, though not assigned to be faculty, have in the opinion of the Academic Council, important bearing on the subjects assigned to be Faculty;
- v). two experts in the field from outside the University to be appointed by the Board;
- vi). one member to be nominated by the Vice Chancellor.
- (2) The members other than ex-officio members shall hold office for three years.

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

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

28. The Board of each Faculty shall, subject to the general control of the Academic Council and the Board will have the powers to -

Functions of the Board of Faculty

- a. co-ordinate teaching and research work in the subjects assigned to the Faculty;
- b. implement the decisions of the Board, the Executive Committee and the Academic Council on all matters relating to the academic standards examinations and research;
- c. prepare a comprehensive annual report regarding the performance of each department for presentation to the Academic Council; and
- d. work out and report to the Vice Chancellor the details of research work.

29. (1) There shall be a separate Board of Advanced Studies and Research for each subject or group of subjects as may be prescribed by regulations.

Board of Advanced studies and research

(2) Each Board shall consist of-

- i). the Vice Chancellor who shall be the Chairman;
- ii). the Pro Vice Chancellor;
- iii). all Deans;
- iv). one university Professor from each faculty other than the Dean having experience in research in relevant field to be appointed by the Academic Council;
- v). three members from the relevant fields from research organizations and Government departments to be nominated by the Board; and
- vi). the Registrar, Member Secretary.

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

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

30. The functions of the Board of Advanced Studies and Research shall be to -

Functions of Board of advanced studies and research

- a) advise the Authorities on all matters connected with the promotion of advanced studies, research and publications in the University;
- b) consider and report to the Authorities on the institution of research degrees in the University;

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- c) propose regulations regarding the award of research degrees;
- d) appoint supervisors for postgraduate research students and to approve titles and subject of their thesis;
- e) recommend panels of names of examiners for evaluation of thesis and other research examinations; and
- f) perform such other functions as may be prescribed

31. (1) The Selection Board shall consist of – **Selection Board**

- i) the Vice Chancellor who shall be Chairman;
- ii) the Pro Vice Chancellor;
- iii) the Dean of the concerned Faculty;
- iv) the Head of the concerned Academic Department;
- v) one member of the Board to be nominated by the Board;
- vi) one eminent scholar to be nominated by the Board;
- vii) one subject expert to be nominated by the Board;

(2) The Registrar shall be the Secretary of the Selection Board.

(3) The members other than ex-officio members shall hold office for two years.

(4) The quorum for a meeting of the Selection Board shall be four.

(5) No member who is a candidate for the post to which appointment is to be made shall take part in the proceedings of the Board.

(6) In selecting candidates for the post of Professors and Associate Professors, the Selection Board shall consult three experts in the subject concerned, to be drawn from a standing list of experts (revised from time to time) for each subject approved by the Board.

32. The functions of the Selection Board shall be – **Functions of the Selection Board**

- a) to consider the applications received for appointment to teaching and other posts and recommend to the Board the names of suitable candidates for appointment and recommend suitable salary for them; and
- b) in the event of an unresolved difference of opinion between the Selection Board and the Board, the decisions of the Board shall be final.

33. (1) The Finance and Planning Committee shall consist of - **Finance and Planning Committee**

- i) the Vice Chancellor who shall be the Chairman of the Committee;
- ii) the Pro Vice Chancellor;
- iii) all the Deans;
- iv) one member of the Board to be nominated by the Board;

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- v) one representative from Defence Housing Authority;
- vi) two principals of the constituent units;
- vii) Director Finance of the University; and
- viii) a representative of University Grants Commission.
- ix) one member of the Academic Council to be nominated by the Academic Council;
- x) one representative each from Education Department and Finance Department not below the rank of Deputy Secretary;
- xi) Treasurer, member or Secretary.

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

(3) The quorum for a meeting of the Finance and Planning Committee shall be five members.

34. The functions of Finance and Planning Committee shall be to -
- i. prepare annual statement of accounts, propose annual budget estimates and advise the Board thereon;
 - ii. review periodically the financial position of the University;
 - iii. advise the Board on all matters relating to finance, investments and accounts of the University; and
 - iv. perform such other functions as may be prescribed by statutes.

**Functions of the
Finance and
Planning
Committee**

35. The Discipline Committee Shall consist of-

- i. the Vice Chancellor or his nominee;
- ii. one member to be nominated by the Board;
- iii. two Professors to be nominated by the Academic Council; and
- iv. incharge of Students Affairs.

**Discipline
Committee**

36. The functions of the Discipline Committee shall be to -

- i. maintain discipline in the University;
- ii. propose regulations to the Academic Council for the conduct of the students and maintenance of discipline and dealing with cases of discipline;
- iii. perform such of the function as may be provided by regulations.

**Functions of the
Discipline
Committee**

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

37. The academic and administrative staff of the University shall be selected with a view to achieving its stated objectives. The basic criteria for their selection shall be the highest standards of competence, integrity and efficiency. The appointment of administrative staff upto BPS-16 shall be made by the Vice Chancellor on the recommendations of the selection committee.

**Academic and
Administrative
Staff**

38. (1) The University shall have a fund to which shall be credited income from fees, donations, trusts, bequests, endowments, grants, contributions and other sources.

**The University
Fund**

(2) No contribution, donation or grant which may directly or indirectly involve any immediate or subsequent financial liability of the University or which may involve an activity not included in its programmes for the time being shall not be accepted without the prior approval of the Board.

(3) The accounts of the University shall be maintained in such form and in such manner as may be prescribed by rules.

(4) The accounts of the University shall be audited each year within four months of the closing of the financial year of the University by a Chartered Accountant appointed by the Board.

(5) The accounts, together with the report of the auditor thereon, shall be submitted to the Board for approval.

(6) The auditor's report shall certify that the auditor has complied with the standards of audit and certification laid down by the Institute of Chartered Accountants of Pakistan.

39. (1) Subject to the provisions of this Ordinance, the Board may make statutes which may prescribe all or any of the following matters namely:

Statutes

- a) terms and conditions of service of employees of the University, including scale of pay, constitution of pension, insurance, gratuity, provident fund, benevolent fund and other fringe benefits;
- b) terms and conditions of contractual appointment of teachers, researchers and officers;
- c) establishment of faculties, teaching departments and other

THE DEFENCE HOUSING AUTHORITY SUFFA UNIVERSITY ORDINANCE, 2002

- academic units and divisions and their management;
- d) powers and duties of officers and teachers;
 - e) conditions under which the University may enter into arrangements, partnership, collaboration with other public, government or private organizations for purpose of instruction, research and other scholarly activities for the betterment of the University;
 - f) condition of appointment of Professor Emeritus and Distinguished Professor;
 - g) award of honorary degrees;
 - h) standards for evaluation of efficiency and exercising disciplinary measures over the employees of the University;
 - i) acquisition and administration of properties and investment of the University; and
 - j) all other matters which under this Ordinance are required to be or may be prescribed by the regulations.

(2) The draft of the statutes shall be proposed by the Academic Council for approval to the Board who may refer them back to the Academic Council for reconsideration, if necessary.

(3) The Board shall have the powers to assent to the regulations submitted to the Board for approval.

(4) No regulation shall be valid until assented by the Board.

40. The Authorities and the other bodies of the University may make regulations consistent with this Ordinance and the statutes for matter to be prescribed by regulations.

Regulations

41. Subject to the approval of the Board the authorities and the other bodies of the University may make rules consistent with this Ordinance, to regulate the conduct of their business and the time and place of meeting and other related matters.

Rules

42. (1) If any difficulty arises in giving effect to any of the provisions of this Ordinance, the Chancellor may make such order, not inconsistent with the provisions or this Ordinance.

Removal of Difficulties

(2) Where this Ordinance makes any provision for anything to be done but no provision or insufficient provision has been made as respecting the authority by whom or the time at which, or the manner in which it shall be done then it shall be done by such authority, or at such time, or at such manner, as the Chancellor may direct.