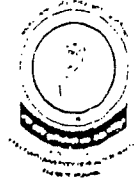


Baba Farid University of Health Sciences,



STATUTES

made by the Board of Management in exercise of the powers conferred by
Section 23, 28(2), 29(1), 31, 32, 33 read with Section 56(3) of the Baba Farid University of
Health Sciences Act, 1998 (Punjab Act No.18 of 1998) and

approved by the
Hon'ble Chancellor, Baba Farid University of Health Sciences

Faridkot -151203

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BOARD OF MANAGEMENT

(Made by the Board of Management in its 3rd meeting held on 13.3.1999, vide para 5(iii) and received the assent of the Chancellor, vide Memo No.8/3/99-5HBIII/4517 dated 20.7.1999)^(1,7)

TERM OF OFFICE OF THE MEMBERS OF THE BOARD

In exercise of the powers conferred by the section 56 of the Baba Farid University of Health Sciences Act, 1998(Punjab Act No. 18 of 1998) read with the provisions of sections 43 and 44 of the said Act, I, Dr. L.S Chawla the first Vice-Chancellor of the University, with the approval of the Board of Management make the following statutes regarding holding of meetings of the Board of Management and powers thereof, which are necessary for the functioning of the University namely: -

DEFINITIONS

- 1.1 The expression used in these statutes shall have the same meanings assigned to them in the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No.18 of 1998).

MEETINGS OF THE BOARD

- 2.1 Ordinarily, the Board of Management shall meet, at least, three times in a year.
- 2.2 Five members of Board of Management shall form the quorum for the meeting; provided that if a meeting is adjourned for want of quorum, it shall be held on such other day and at such other time and place as the Chairman of the board of Management may determine.
- 2.3 Every meeting of the Board of Management shall be called by a notice under the signatures of the Pro-Vice Chancellor or in his absence, the Registrar. The notice shall state the date, time and place at which the meeting will be held and shall be served upon every member of the Board of Management, not less than fourteen clear days, before the day appointed for the meeting; provided that the Chairman of the Board of Management or in his absence, the Vice-chancellor, for reasons to be recorded and with the concurrence of the Chairman of the Board of Management, may call a special meeting on such shorter notice as he may think fit.
- 2.4 The Pro-Vice Chancellor or in his absence, the Registrar, not less than seven days before the date of the meeting shall, under the direction of the Vice Chancellor, issue to every member an Agenda. No item shall be included in the Agenda, unless specifically approved or recommended by the Vice Chancellor with the concurrence of the Chairman, for consideration by the Board of Management.
- 2.5 A member of the Board of Management other than an ex-officio member, shall cease to be member of the Board of Management if he does not attend three consecutive meetings of the Board of Management without any intimation to the Vice-Chancellor.

- 2.6 A member of the Board of Management, other than ex-officio member, may, by letter addressed to the Chancellor, resign his office.
- 2.7 If any vacancy occurs in the office of member of the Board of Management by reason of resignation, death or otherwise, the same shall be filled up by nomination by the Chancellor on the advice of the Government.

POWERS OF BOARD OF MANAGEMENT

- 3.1 The Board of Management shall be the Principal executive authority of the University and shall have the control of management and administration of revenue and properties of the University and be responsible for the conduct of all administrative affairs of this University, not otherwise specifically provided for.
- 3.2 Without prejudice to the generality of its powers as the principal executive authority of the University, the Board of Management shall, in particular, have the following powers, namely:-
- (i) to create, keep in abeyance or abolish any post or cadre;
 - (ii) to lay down qualifications and experience, fix emoluments and to define duties and conditions of service of the employees of the University;
 - (iii) to appoint academic, administrative and technical staff;
 - (iv) to regulate and enforce discipline amongst employees, and to impose penalty on any employee in accordance with Ordinances/Regulations of the university;
 - (v) to consider and adopt the Annual Report, Annual Accounts and to approve the Budget Estimates and development Plans of the University;
 - (vi) to manage and regulate the finances, accounts, investments, property and all other administrative affairs of the University and for that purpose to delegate / appoint such committees or agencies as it may deem fit;
 - (vii) to invest money belonging to the university, including any unapplied income, in such stocks, funds, shares or securities as it shall from time to time think fit in consultation with the finance committee;
 - (viii) to borrow on the security of the property of the university, money for the purpose of running the affairs of the University;
 - (ix) to enter into arrangements with the Government of India, a State Government, UGC and other public and private organizations or individuals for securing and accepting endowments, grant – in – aid, donations or gifts to the University on mutually agreed terms and conditions, provided that the conditions of such grant-in-aid, donations or gifts, if any, shall not be in conflict with the objects of the university or with the provisions of the Act/Statutes or Ordinances made thereunder;
 - (x) to take over and acquire by purchase, gift or otherwise any movable or immovable properties, endowments or other funds together with any attendant obligations and engagements not inconsistent with the objects of the University as enshrined in the Act and any other provisions made thereunder;
 - (xi) to fix emoluments, travelling and other allowances for examiners and moderators and others concerned with the conduct or examinations;

- (xii) to provide buildings, premises, furniture, fixtures and apparatus and other means needed for carrying on the work of the University;
 - (xiii) to enter into, vary, carry out and cancel contracts entered into on behalf of the University;
 - (xiv) to select a Common Seal for the University and provide for the custody and use of such seal;
 - (xv) to create Departments, Schools, Centers and such other units for instructions, training, research and extension;
 - (xvi) to institute courses of study leading to a degree, diploma or a certificate;
 - (xvii) to institute fellowships, scholarships, studentships, medals and prizes;
 - (xviii) to appoint Committees for such purposes and with such powers as the Board of Management may think fit;
 - (xix) to prescribe scales of fees for entrance into the university and continuance therein; for attendance at any lectures or classes in connection with the University; for degrees to be conferred by the University and for such other matters as may be specified by Ordinance/Regulation; and
 - (xx) to exercise such other power and perform such other duties as may be conferred on it under the Ordinances/Regulations of the University or as may be considered expedient for achieving the objects of the University.
4. The Board of Management shall have power to pass orders on various academic matters of the University in exercise of its powers to carry on the executive government of the University and shall in particular: -
- (i) consider periodical inspection reports and enquiry reports on the colleges and give necessary directions; and
 - (ii) consider recommendations of the Academic Council and Faculties, whose recommendations can, under the ordinances require of the Board of Management directly, and take such decisions as may be authorized by the Ordinances/Regulations.

DELEGATION OF POWERS

5. Subject to the provisions contained in the Act, the Board of Management may delegate any of its executive functions to the Vice-Chancellor or to a Sub-Committee appointed from amongst the members of the Board of Management or to a Committee which may include person(s) who are not members of the Board of Management or to any other authority prescribed by Ordinances / Regulations.

THE SENATE

(Made by the Board of Management in its 4th meeting held on 22.9.1999, vide para 37 and received the assent of the Chancellor, vide Memo No.8/3/99-5HBIII/40 dated 2.1.2001) ^(2,8)

In exercise of the powers conferred by Section 56 of the Baba Farid University of Health Sciences Act 1998 (Punjab Act No.18 of 1998) read with section 43 and 44 of the said Act I, Dr L S Chawla, the first Vice chancellor of the University, with the approval of the Board of Management make the following statutes being necessary for the functioning of the University namely:-

- 1.1 The Senate constituted in terms of section 24 of the Baba Farid University of Health Sciences Act, 1998 shall be an advisory body and shall have the powers and perform the functions enumerated in section 26 of the said Act.
- 1.2 Subject to the provisions of sub-section (2) of section 24 of the Baba Farid University of Health Sciences Act, 1998, the term of the members of the Senate other than ex-officio members shall be two years.

ORDINARY MEETINGS

- 2.1 Ordinarily the meetings of the senate as provided for in sub-section (1) of section 25 of the Baba Farid University of Health Sciences Act, 1998, shall be held as under:-
 - (i) One in the month of September for perusal of ordinary business, and accounts of the year as recommended by the Finance Committee and approved by the Board of Management for consideration; and
 - (ii) Another one as may be convened by the Registrar under the direction of the Vice-Chancellor for disposal of other business.

Provided that an emergent meeting may also be held under the orders of Vice-Chancellor for disposal of urgent business, if any.

Provided further that a special meeting may also be held in terms of sub-section (3) of section 25 of Baba Farid University of Health Sciences Act, 1998.

- 2.2 The Vice Chancellor shall preside over at all the meetings of Senate. In the absence of the Vice-Chancellor the Pro-Vice-Chancellor shall preside at the meeting and in his absence, the members of the Senate present shall elect a Chairman to preside at a meeting. The Registrar will be the Secretary of the meeting

- 2.3 i) Ten members of the Senate shall form a quorum for a meeting except when the Senate meets in Convocation for which there shall be no quorum.
- ii) If the fixed quorum is not present within half an hour at the time appointed for the meeting, the meeting shall not be held and the Registrar shall make a record of the fact.
- iii) Any meeting may be adjourned to a subsequent specified date under the direction of the Vice Chancellor to conclude an unfinished business.
- Provided that at an adjourned meeting of the Senate, no quorum shall be required.

CONVOCATION

- 3.1 The Senate shall meet in Convocation for the purpose of conferring degrees, diplomas, titles, licences and marks of honour on such date and at such time as may be fixed by the Chancellor or the Vice Chancellor.
- 3.2 The Chancellor or, in his absence, the Vice-Chancellor shall preside at any convocation of the University.

ISSUE OF NOTICE/AGENDA:

- 4.1 The Registrar shall, under the direction of the Vice-Chancellor, give not less than three weeks notice of the date of meeting.

Provided that in the case of an emergent meeting, the Vice-Chancellor may suspend or modify the operation of this statute.

- 4.2 Not less than seven days before the date of a meeting the Registrar shall, under the direction of the Vice-Chancellor, issue to every member of the Senate, an agenda paper, specifying the date, hour and place of the meeting and the items of business to be brought before the meeting.

Provided that the Vice-Chancellor may bring before the meeting any business which is urgent with shorter notice or without placing the same on the agenda paper.

RESOLUTIONS:

- 5.1 Except as provided in Statutes, any member of the Senate who wishes to move a resolution at an ordinary meeting shall forward a copy of the resolution to the Registrar so as to reach him not less than two weeks before the date of the meeting. The member concerned may withdraw the resolution by giving a written notice, which should reach the Registrar not less than two days before the date of despatch of the agenda papers.

- 5.2 The Registrar shall place the proposed resolution before the Vice-Chancellor, who shall direct him to include it in the agenda, provided it is in clear and unambiguous terms. When a resolution is not included in the agenda paper under orders of the Vice-Chancellor, the Registrar shall intimate the reasons thereof to the concerned member of the Senate.

SPECIAL MEETINGS:

6. At a special meeting, only the business for which the meeting is convened shall be transacted, provided that the Vice-Chancellor may place at the meeting any other business which he considers as of urgent nature.

ORDER OF BUSINESS:

7. At any meeting, it shall be open to a member of the Senate to move for a change in the order of business as stated on the agenda paper. If the motion is agreed to by the majority of the members of the Senate present at the meeting, the business shall be transacted in the changed order.
8. No previous notice shall be required for moving a resolution:-
- i) relating to urgent business brought forward by the Vice-Chancellor, but not included in the agenda;
 - ii) for the change in the order of business as stated in the agenda paper;
 - iii) for advising the Board of Management, or any other University body, to review or reconsider its recommendation or decision, which may be under consideration at the meeting;
 - iv) for appointment of the committee to consider and report on any matter before the Senate at the time;
 - v) for remitting any matter before the Senate at the time of any University body for consideration and report;
 - vi) for adjournment of the debate on any question to a subsequent meeting or adjournment of the meeting;
 - vii) for a motion of congratulations or condolence, or vote of thanks with permission of the Chairman; and
 - viii) for any other motion with the consent of the Chairman.

PROPOSALS:

- 9.1 (i) Proposals submitted by the Vice-Chancellor or the Board of Management for advice and entered upon the notice of the meeting shall be dealt with as motions before such meeting without being proposed and seconded. Every other motion must be reduced in writing and read out by the mover, and shall be delivered to the Registrar.
- (ii) A resolution standing in the name of a member of the Senate who is absent from the meeting may be moved by any other member.
- (iii) A motion must be seconded; otherwise it shall drop.

- 9.2 (i) Every amendment to a resolution must be seconded; otherwise it shall drop.
- (ii) The order in which amendments to a resolution are to be moved shall be determined by the Chairman.
- (iii) Not more than one amendment to the resolution shall be placed before the meeting at a time.
- (iv) When there is an amendment proposed, the amendment shall be put to the vote. If the amendment is negative, any other amendment to the original motion may then be moved.

If the amendment is varied, the motion as amended shall be stated from the Chair and voted upon. If the amendment is lost and no further amendment is proposed, the original motion shall be put to the vote.

10. (i) No resolution/amendment shall be withdrawn without the consent of the members of the Senate present at the meeting. Such consent may be presumed if the mover states his intention to withdraw and no dissent is forthwith expressed by any member of the Senate. When an amendment is proposed to a resolution, the original motion cannot be withdrawn until the amendment has been disposed of.
- (ii) In the event of no member of the Senate wishing to speak on the motion or in respect of an amendment, or after such discussion on any such motion or amendment, as the Chairman considers sufficient, the Chairman shall proceed to put the question to the vote.
- (iii) The Chairman may rule a motion or an amendment out of order at any time before the question is put to the Vote.
- (iv) The Chairman shall control the order in which members of the Senate may address at the meeting and the manner in which the business shall be conducted. No member of the Senate shall address at the meeting after the Chairman has called for a vote.
- (v) The members of the Senate, when speaking, shall stand and shall address the Chair. No member shall, without the leave of the Chairman, speak more than once on any proposition.
- (vi) A ruling given by the Chairman shall be final.
- (vii) A motion for closure may be moved at any time, but not so as to interrupt a speech. Unless it shall appear to the Chairman that such motion is an abuse of rules of the meeting, or an infringement of the right of the minority, or that the motion before the meeting has not been sufficiently been discussed, it shall be put forthwith and decided without amendment or debate. If the motion is carried, the Chairman shall call upon the mover for his reply and shall then put the motion to the vote.
- (viii) The Chairman may, at his discretion, limit the duration of speeches on any subject at any stage.
- (ix) A member of the Senate may call the Chairman's attention to a point of order even whilst another member is speaking, but he shall confine himself to a statement of the point or order and shall not make a speech on such point of order.
- (x) When the Chairman has ascertained that no other member of the Senate entitled to address the meeting, desires to speak, the mover of the resolution may reply upon the whole debate. No member shall speak after the mover has made his reply.

- (xi) The mover of an amendment has no right of reply.
- (xii) The Chairman may, at his discretion, explain to the meeting at any stage in the proceedings, the scope of any resolution or amendment or make any statement on any matter arising from or connected with the proceedings of the meeting. He may also at the conclusion sum up the debate if he so desires, provided this is done before the mover has exercised his right of reply.
- (xiii) The Chairman may temporarily vacate the Chair during the progress of a debate appointing the Pro-Vice-Chancellor to be the Chairman during his absence. In case there is no Pro-Vice-Chancellor or in the absence of the Pro-Vice-Chancellor the Chairman may appoint a member of the Senate present to be the Chairman during his absence.

VOTING:

- 11. (i) When the debate is concluded or if there is no debate, the Chairman shall put the question to the vote.
- (ii) All questions shall be decided by a majority of votes of the members of the Senate present. The Chairman shall be entitled to vote on all questions and if the votes be equally divided, he shall have a second or casting vote.
- (iii) On a motion being put to the vote, the Chairman shall call for a show of hands and announce the result of the voting. Any member of the Senate may then demand a poll which shall be taken in such manner as the Chairman directs.

MINUTES OF THE MEETING:

- 12.1 All proceedings at meetings shall be recorded, in writing and signed by the Registrar and countersigned by the Vice-Chancellor/Chairman and shall be confirmed at the next meeting.
- 12.2 The Registrar shall within one month after the meeting, send a copy of the proceedings to each member of the Senate.

MEMBER'S RIGHT TO GET INFORMATION:

- 13. Any member of the Senate may write to the Registrar for the purpose of obtaining information on matters relating to the affairs of the University and the Registrar shall supply the required information with expedition. If the information sought on a matter would, in the opinion of the Vice-Chancellor, entail labour and expense not commensurate in the interest of the University, shall not be supplied.

ACADEMIC COUNCIL

(Made by the Board of Management in its 3rd meeting held on 13.3.1999, vide para 5(iii) and received the assent of the Chancellor, vide Memo No.8/3/99-5HBIII/4517 dated 20.7.1999) ^(1,7)

In exercise of the powers conferred by section 56 of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998) read with the provisions of Sections 43 and 44 of the said Act, I, Dr. L S Chawla the first Vice-Chancellor of the University with the approval of the Board of Management make the following statutes providing of the constitution, functions and powers of the Academic Council which are necessary for the functioning of the University, namely: --

- 1.1 The Academic Council shall be the Principal Academic body of the University and shall consist of the following, namely:--

(i) Vice-Chancellor	Chairman
(ii) Pro-Vice-Chancellor	Member
(iii) Director Research & Medical Education, Punjab	Member
(iv) Deans of Faculties	Members
(v) Heads of Colleges affiliated to the University not represented by the Deans of Faculties; and	Members
(vi) Two eminent experts in Health Sciences education from outside the University or its affiliated colleges, to be nominated by the Vice-Chancellor with the concurrence of the Chairman of the Board of Management	Members

- 1.2 All members of the Academic Council, other than ex-officio members shall hold office for a period of two years, commencing from the first day of July, 1999;

- 1.3 The Registrar shall act as the Secretary of the Academic Council;

- 1.4 Academic council shall, subject to the provisions of the Act, co-ordinate and exercise general supervision and control over the academic policies of the University and be responsible for the maintenance of standards of instruction, education and examination within the University;

- 1.5 In addition to the generality of powers contained in the Act and subject to the provisions thereof, the Academic Council shall have the following powers, namely: -
 - (i) to report on any matter referred to it or delegated to it by the Senate or the Board of Management;
 - (ii) to make recommendations to the Board of Management with regard to:-
 - (a) the creation of teaching posts in the University and Colleges maintained by the University and the abolition thereof; and
 - (b) the classification of the posts referred to in sub-item (a) and their emoluments and the duties attached thereto;

- (iii) to make recommendations to the Board of Management with regard to the formulation or modification or revision of schemes for the organization of Faculties, and for the assignment to such Faculties, their respective subjects and also to report to the Board of Management as to the expediency of the abolition or sub-division of any Faculty or the combination of one Faculty with another;
- (iv) to frame syllabi, courses of studies for various examinations of the University on the recommendations of Boards of Studies and Faculties;
- (v) to promote research within the University and affiliated colleges and to secure, from time to time, reports on such research;
- (vi) to consider proposals submitted by the Faculties;
- (vii) to appoint committees for admission of students to the University;
- (viii) to recognize diplomas and degrees of other University and institutions and to determine their corresponding value in relation to the diplomas and degrees of this University;
- (ix) to fix, subject to any conditions accepted by the Board of Management, the time, mode and conditions of competition of Fellowships, Scholarships and other prizes, and to award the same;
- (x) to make recommendations to the Board of Management in regard to the appointments of Examiners and, if necessary, their removal and the fixation of their fees, emoluments and traveling and other expenses;
- (xi) to declare the results of various University examinations or to appoint committees or officers to do so, and to make recommendations regarding the conferment or grant of degrees, honours, diplomas, licenses, titles and marks of honours;
- (xii) to award stipends, scholarships, medals and prizes and to make other awards in accordance with the Ordinances and such other conditions as may be attached to the awards;
- (xiii) to publish lists of prescribed or recommend text books, and to publish syllabi of the prescribed courses of study;
- (xiv) to prepare such forms and registers as are, from time to time, prescribed by the Ordinances; and
- (xv) to perform, in relation to academic matters, all such as may be necessary for the proper carrying out of the provisions of the Act, Statues and Ordinances.

FINANCE COMMITTEE

(Made by the Board of Management in its 3rd meeting held on 13.3.1999, vide para 5(iii) and received the assent of the Chancellor, vide Memo No.8/3/99-5HBIII/4517 dated 20.7.1999) ^(1,7)

In exercise of the powers conferred by section 56 of the Baba Farid University of Health Sciences Act, 1988(Punjab Act No. 18 of 1998) read with the provisions of sections 32, 43 and 44 of the said Act, I, Dr. L.S Chawla the first Vice-Chancellor of the University with the approval of the Board of Management make the following statutes which are necessary for the functioning of the University providing for the constitution, powers and functions of the Finance Committee, namely: --

- 1.1 The Finance committee constituted by the Board of Management, on the recommendations of the Vice-Chancellor consist of the following members, namely:-

(i)	Vice-Chancellor	Chairman
(ii)	Pro-Vice-Chancellor	Member
(iii)	Principal Secretary to Govt. of Punjab, Department of Finance	Member
(iv)	Principal Secretary to Govt. of Punjab, Department of Medical Education & Research	Member
(v)	Two members to be elected by the Board of Management from amongst its members	Member(s)
(vi)	Two members to be elected by the Senate from amongst its members	Member(s)
(vii)	One Dean to be appointed by the Vice- Chancellor by seniority	Member
(viii)	Registrar	Ex-officio Secretary (Non-Member)

2. The term of Finance Committee shall be two years commencing from the 1st day of January every year.
3. Four member of the Finance Committee shall form the quorum for a meeting of the finance committee.
4. The Finance Committee shall meet at least once every year to examine the accounts and scrutinize proposals for expenditure.
5. The Budget Estimate and Annual Accounts of the University shall be laid before the Finance Committee for consideration and comments and thereafter submitted to the Board of Management for approval. No expenditure shall be incurred by the University in excess of the limits so fixed without the approval of the Board of Management.
6. Every question shall be decided by a majority of votes of the members present. When the votes are divided equally, the Chairman shall have a casting vote.

7. All proceeding of the meetings shall be recorded in writing, and signed by the Finance Officer and confirmed by the Chairman.
8. The proceeding of the meeting of the Finance Committee, having been confirmed, shall be circulated to the members within 15 days of the meeting.

PLANNING BOARD

(Made by the Board of Management in its 3rd meeting held on 13.3.1999, vide para 5(iii) and received the assent of the Chancellor, vide Memo No.8/3/99-5HBIII/4517 dated 20.7.1999) ^(1,7)

In exercise of the powers conferred by section 56 of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998) read with the provisions of Sections 31,43 and 44 of the said Act, I, Dr.L S Chawla the first Vice-Chancellor of the University, with the approval of the Board of Management make the following statues which are necessary for the functioning of the University providing for the constitution, powers and functions of the planning Board, namely: -

- 1.1 The planning Board constituted in terms of Section 31 of the Act shall be the Principal Planning Body of the University and it shall be responsible for the monitoring of the development programmes of the University.
- 1.2 The Planning Board shall consist of the following members:--
- | | | |
|-------|---|--------------------------------------|
| (i) | Vice-Chancellor | Chairman |
| (ii) | Principal Secretary to Govt. of Punjab,
Department of Medical Education &
Research | Ex-officio Member |
| (iii) | Pro-Vice-Chancellor | Ex-officio Member |
| (iv) | Dean(s) | Ex-officio Member(s) |
| (v) | Four Heads of affiliated colleges to be
nominated by the Vice-Chancellor by
seniority | Members |
| (vi) | Two outside experts to be nominated by
the Vice-Chancellor | Members |
| (vii) | Registrar | Ex-officio Secretary
(Non-Member) |
- 1.3 The term of office of the members of the Planning Board shall be as under:-
- (i) all members of the Planning Board, other than ex-officio members, shall hold office for a term of two years commencing from the first day of July.
 - (ii) the Planning Board shall meet at least twice a year.
 - (iii) the procedure for calling a meeting of the Planning Board shall be the same as provided for the meetings of the Board of Management; provided that one third of the total strength of the Members of the Planning Board shall form quorum for a meeting.

1.4 The functions and powers of the Planning Board shall be:-

- (i) to prepare short/long term development plan of the University keeping in view its objectives as laid down in the Act and consonant with national policies on medical education and health and national health programmes.
- (ii) to monitor the implementation of the approved plans of the University, and schemes sanctioned by the U.G.C/M.C.I/D.C.I/C.C.I.M/Ministry of Education, Health, Human Resources Development and other agencies;
- (iii) to suggest measures for raising standards of Medical Education and Research and Health Services including strengthening of interdisciplinary programmes, cooperation between various departments and its constituents and schemes for inter-action between the National/International institutes of Medical Education & Research.
- (iv) to consider any matter referred to it by the Senate or the Board of Management.
- (v) to appoint sub-committees for specific purposes which may include persons other than the members of the Planning Board.
- (vi) The recommendations of the Planning Board shall be placed before the Board of Management for consideration and approval. Where considered necessary, the Board of Management may consult Senate before taking a decision on the recommendations of the Planning Board.

FACULTIES

(Made by the Board of Management in its 3rd meeting held on 13.3.1999, vide para 5(iii) and received the assent of the Chancellor, vide Memo No.8/3/99-5HBIII/4517 dated 20.7.1999) ^(1,7)

In exercise of the powers conferred by section 56 of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998) read with the provisions of Sections 33, 43 and 44 of the said Act, I, Dr. L.S Chawla the first Vice-Chancellor of the University, with the approval of the Board of Management make the following statutes which are necessary for the functioning of the University providing for the constitution of the Faculties, their functions and powers, namely: --

DEFINITIONS

- 1.1 The expressions used in these statutes shall have the meanings assigned to these expressions in the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998).
 - 2.1 In term of section 33 of the Act, there shall be the following faculties of the University constituted by the Board of Management, namely:-
 - (i) Faculty of Medical Sciences;
 - (ii) Faculty of Dental Sciences;
 - (iii) Faculty of Nursing Sciences; and
 - (iv) Faculty of Ayurveda
 - 3.1 Each Faculty referred to in statute 2.1 shall comprise such subjects and departments, as may be assigned to it by the Ordinances.
 - 3.2 **The Faculty of Medical Sciences** shall consist of the following members, namely:-
 - (i) All the Principals of affiliated Medical colleges;
 - (ii) Six Professors by rotation according to seniority from amongst the Professors of affiliated Medical Colleges but not more than one Professor from one college;
 - (iii) Six teachers other than Professors by rotation according to seniority from amongst the teachers of affiliated Medical colleges but not more than one teacher from one college; and
 - (iv) Four persons other than Professors and teachers referred to in clauses (ii) and (iii) having expert knowledge of, and specialties in the subject or subjects concerned nominated by the Vice Chancellor.
 - 3.3 Dean of Faculty of Medical Sciences shall be nominated by the Vice Chancellor from amongst the members of the Faculty of Medical Sciences.
- Note:** If need be, the Vice Chancellor may invite experts as special invitees. However, they will not have voting right.
- 4.1 **The Faculty of Dental Sciences** shall consist of the following members, namely:-

- (i) All the Principals of affiliated Dental colleges;
- (ii) Four Professors by rotation according to seniority from amongst the Professors of affiliated Dental Colleges but not more than one Professor from one college;
- (iii) Four teachers other than Professors by rotation according to seniority from amongst the teachers of affiliated Dental Colleges but not more than one teacher from one college; and
- (iv) Two persons other than Professors and Teachers referred to in clauses (ii) and (iii) having expert knowledge of, and specialties in the subject or subjects concerned nominated by the Vice Chancellor.

4.2 Dean of the Faculty of Dental Sciences shall be nominated by the Vice Chancellor from amongst the members of the Faculty of Dental Sciences.

Note: If need be, the Vice Chancellor may invite experts as special invitees. However, they will not have voting right.

5.1 **The Faculty of Nursing Sciences** shall consist of the following members, namely:--

- (i) All the Principals of affiliated Nursing colleges;
- (ii) Three Professors by rotation according to seniority from amongst the Professors of affiliated Nursing Colleges but not more than one Professor from one college;
- (iii) Three teachers other than Professors by rotation according to seniority from amongst the teachers of affiliated Nursing Colleges but not more than one teacher from one college; and
- (iv) Two persons other than Professors and Teachers referred to in clauses (ii) and (iii) having expert knowledge of, and specialties in the subject or subjects concerned nominated by the Vice Chancellor.

5.2 Dean of the Faculty of Nursing Sciences shall be nominated by the Vice Chancellor from amongst the members of the Faculty of Nursing Sciences.

Note: If need be, the Vice Chancellor may invite experts as special invitees. However, they will not have voting right.

6.1 **The Faculty of Ayurveda** shall consist of the following members, namely:-

- (i) All the Principals of affiliated Ayurvedic colleges;
- (ii) Four Professors by rotation according to seniority from amongst the Professors of affiliated Ayurvedic Colleges but not more than one Professor from one college;
- (iii) Four teachers other than Professors by rotation according to seniority from amongst the teachers of affiliated Ayurvedic Colleges but not more than one teacher from one college; and
- (iv) Two persons other than Professors and Teachers referred to in clauses (ii) and (iii) having expert knowledge of, and specialties in the subject or subjects concerned nominated by the Vice Chancellor.

- 6.2 Dean of the Faculty of Ayurveda shall be nominated by the Vice Chancellor from amongst the members of the Faculty of Ayurveda.

Note: If need be, the Vice Chancellor may invite experts as special invitees. However, they will not have voting right.

7. The Vice Chancellor shall be member of every Faculty.
8. a) *The term of Dental Faculty shall be Five Years w.e.f 01.02.2009 and the Faculty shall be nominated by the Vice Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every sixth year.*
- b) *The term of each faculty, except the Faculty of Dental Sciences, shall be one year and each Faculty shall be nominated by the Vice Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every year.*
9. The Vice Chancellor may, from time to time, appoint Deputy Registrar or Assistant Registrar, who shall act as Secretary of a Faculty.
10. The Dean and Secretary shall hold office from the first day of February to the thirty first day of January of the following year.
11. Should a vacancy in the office of Dean or Secretary occur during the year, it shall be filled by the Vice-Chancellor by making such arrangements as he deems necessary and the new officer shall continue to act for the remaining term of the Faculty.
12. At a meeting of the Faculty, one-third of the total number of members comprising the Faculty or six, whichever is less, shall constitute the quorum. In the event of fixed quorum not being present at any meeting of the Faculty, the Vice Chancellor along with Dean, in respect of matters on the Agenda for that meeting of the Faculty, shall constitute the quorum.
13. The Vice-Chancellor, or in his absence, the Dean, shall be the Chairman at all meetings of the Faculty. In the absence of the Vice Chancellor and the Dean, the members present at each meeting shall elect a Chairman. At a joint meeting of the two or more Faculties, the Vice Chancellor, if present, shall preside and in the absence of the Vice- Chancellor, the members present at such meeting shall elect a chairman.
14. Meeting of every Faculty shall be convened by the Secretary of the Faculty concerned as the Dean of Faculty, or in his absence, as the Vice Chancellor may direct.

15. Every Faculty shall have such powers and shall perform such duties as may be assigned to it by the Ordinances. It shall also consider and make such recommendations to the academic council on any question pertaining to its respective sphere of work as may appear to it necessary or any matter to it by the Academic Council.
16. Every Faculty shall –
- (i) consider recommendations of the Board of Studies in regard to the following matters and forward the same to the Academic Council and/or the Board of Management, as the case may be without or with modifications, if any, –
 - (a) syllabi and courses of reading to be completed by candidates for the examinations of the University.
 - (b) minimum qualifications required for admission to various courses of study; and
 - (c) other conditions to be complied with by candidates for admission to degrees, diplomas, licenses and marks of honours;
17. The recommendations of every Faculty regarding outlines of tests, syllabi and courses of reading in each paper for the examination in a Faculty referred to the Academic Council shall not be altered by the Academic Council without referring them back to the Faculty for re-considerations; provided that in the absence of the recommendations of a Faculty, the Academic Council may prescribe in the month of December of every year the same outline of tests, syllabi and courses of reading for admissions of next year or take such actions as it may deem fit.

SELECTION COMMITTEE

(Made by the Board of Management in its 3rd meeting held on 13.3.1999, vide para 5(iii) and received the assent of the Chancellor, vide Memo No.8/3/99-5HBIII/4517 dated 20.7.1999)^(1,7)

1. The staff for various teaching and research posts at the University shall be appointed on the recommendations of a Selection Committee constituted for the purpose as follows: --

- | | | |
|-------|--|----------|
| (i) | Vice - Chancellor | Chairman |
| (ii) | Pro - Vice Chancellor | Member |
| (iii) | Dean of the Faculty | Member |
| (v) | Two members to be nominated by the Board of the Management in consultation with the Vice Chancellor. | |
| (vi) | Two subject experts from other Universities/Institutions to be appointed by the Board of Management when a Director of a Centre, a Professor or a Reader or a Lecturer is to be appointed. | |

Provided that the proceedings of the Selection Committee and recommendations made by it shall be valid notwithstanding the fact that only one outside expert attends meetings;

- | | | |
|--------|---|--|
| (vii) | A Professor from the Faculty/Department concerned nominated by the Vice - Chancellor. | |
| (viii) | When a Professor is to be selected, the Head of the Department concerned if he is a Professor; when a Reader or Lecture is to be selected, the Head of the Department concerned if he is a Professor or Reader. | |
- 2.1 The Board of Management shall appoint adhoc Selection Committee(s) for the appointment of the Registrar, Librarian, and other administrative officers of Class 'A'.
- 2.2 The Selection Committee for the recognition of teachers of colleges shall consist of the following members;
- | | | |
|-------|--|----------|
| (a) | For the purpose of recognizing a college Teacher as a Professor:- | |
| (i) | Vice Chancellor | Chairman |
| (ii) | Pro- Vice Chancellor; | |
| (iii) | Dean of the Faculty concerned; | |
| (iv) | Head of the Department concerned if he is a Professor; and | |
| (v) | Two persons not connected with the University, nominated by the Academic Council for their special knowledge of or interest in the subject with which the Professor will be concerned. | |

- (b) for purpose or recognizing a College teacher as a Reader;
- (i) Vice Chancellor Chairman
 - (ii) Pro – Vice Chancellor;
 - (iii) Dean of the Faculty concerned;
 - (iv) Head of the Department concerned; and
 - (v) Two persons, not connected with the University, nominated by the Academic Council for their special Knowledge of, interest in the subject with which the Reader will be concerned.
- (c) for the purpose of recognizing a College teacher as Lecturer or otherwise as a teacher of the University:--
- (i) Vice- Chancellor Chairman
 - (ii) Pro – Vice Chancellor;
 - (iii) Dean of the Faculty concerned;
 - (iv) Head of the Department concerned.

2.3 The Vice Chancellor shall convene the meeting of a Selection Committee.

2.4 The Selection committee shall consider and submit to the Board of Management recommendations as to the appointment referred to it. If the Board of Management is unable to accept the recommendations made by the Committee, it shall record its reasons and send it back to Selection committee.

Faculty of Homoeopathy & Faculty of Physiotherapy

(Made by the Board of Management in its 11th meeting held on 28.9.2002, vide para 43 and received the assent of the Chancellor, vide Memo No.8/1/04-5HB3/1070 dated 25.2.2004)^(3,9)

In exercise of the powers conferred by the section 43 and 44 of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998) the Board of Management has made the following statutes relating to constitution of Faculty of Homoeopathy and Faculty of Physiotherapy and their powers & functions. These shall come into force from the date of assent of the Chancellor.

1.1 The Faculty of Homoeopathy shall consist of the following members:-

- (i) All the Principals of affiliated Homoeopathic colleges;
- (ii) Four Professors by rotation according to seniority from amongst the Professors of affiliated Homoeopathic Colleges but not more than one Professor from one college;
- (iii) Four teachers other than Professors by rotation according to seniority from amongst the teachers of affiliated Homoeopathic colleges but not more than one teacher from one college; and
- (iv) Two persons other than Professors and teachers referred to in clauses (ii) and (iii) having expert knowledge of, and specialists in the subject or subjects concerned nominated by the Vice Chancellor.

1.2 The Dean of the Faculty of Homoeopathy shall be nominated by the Vice-Chancellor from amongst the members of the Faculty of Homoeopathy.

If need be, the Vice Chancellor may invite experts as special invitees. However, they will not have any voting right.

2.1 The Faculty of Physiotherapy shall consist of the following members:-

- (i) All the Principals of affiliated Physiotherapy colleges;
- (ii) Four Professors by rotation according to seniority from amongst the Professors of affiliated Physiotherapy Colleges but not more than one Professor from one college;
- (iii) Four teachers other than Professors by rotation according to seniority from amongst the teachers of affiliated Physiotherapy colleges but not more than one teacher from one college; and
- (iv) Two persons other than Professors and teachers referred to in clauses (ii) and (iii) having expert knowledge of, and specialists in the subject or subjects concerned nominated by the Vice Chancellor.

2.2 The Dean of Faculty of the of Physiotherapy shall be nominated by the Vice Chancellor from amongst the members of the Faculty of Physiotherapy.

If need be, the Vice Chancellor may invite experts as special invitees. However, they will not have any voting right.

3. The Vice Chancellor shall be member of every Faculty.

4. Each Faculty shall be nominated by the Vice-Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every year for a term of one year.
5. The Vice Chancellor may appoint a Deputy Registrar / Assistant Registrar, who shall act as Secretary of the Faculty.
5. The Dean and Secretary shall hold office from the first day of February till the 31st day of January of the following year.
6. In case a vacancy of in the office of Dean /Members occurs during the year, it shall be filled by the Vice-Chancellor by making such arrangements as he deems necessary and the new officer shall continue to act for the remaining term of the Faculty.
7. At a meeting of the Faculty, One-third of the total number of members comprising the Faculty or six, whichever is less, shall constitute the quorum. The requirement of quorum shall not apply in the case of a re-convened meeting.
8. The Vice-Chancellor, or in his absence, the Dean, shall be the Chairman at all meetings of the Faculty. In the absence of the Vice Chancellor and the Dean, the members present at each meeting shall elect a Chairman. At a joint meeting of the two or more Faculties, the Vice-Chancellor, if present, shall preside and in the absence of the Vice-Chancellor, the members present at such meeting shall elect a chairman.
9. Meetings of every Faculty shall be convened by the Secretary of the Faculty concerned as the Dean of Faculty, or in his absence, the Vice Chancellor may direct.
10. Every Faculty shall have such powers and shall perform such duties as may be assigned to it by the Ordinances. It shall also consider and make recommendations to the Academic Council on any question pertaining to its respective sphere of work as may appear to it necessary, or on any matter referred to it by the Academic Council.
11. Every Faculty shall consider recommendations of the Boards of Studies in regard to the following matters and forward the same to the Academic Council and/or the Board of Management, as the case may be, without or with modifications, if any: -
 - (a) Syllabi and courses of reading to be completed by candidates for the examinations of the University.
 - (b) Minimum qualifications required for admission to various courses of study; and
 - (c) Other conditions to be complied with by candidates for admission to degrees, diplomas, licenses and marks of honours;

13. The recommendations of every Faculty regarding outlines of tests, syllabi and courses of reading in each paper for the examination in a Faculty referred to the Academic Council shall not be altered by the Academic Council without referring them back to the Faculty for re-consideration; provided that in the absence of the recommendations of a Faculty, the Academic Council may prescribe in the month of December of every year the same outline of tests, syllabi and courses of reading for admissions of next year or take such actions as it may deem fit.

Board of Studies

(Made by the Board of Management in its 11th meeting held on 28.9.2002, vide para 43 and received the assent of the Chancellor, vide Memo No.8/1/04-5HB3/1070 dated 25.2.2004)^(4,9)

In exercise of the powers conferred by the section 43 and 44 of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998) the Board of Management has made the following statutes relating to constitution various Boards of Studies and their powers & functions. These shall come into force from the date of assent of the Chancellor.

- 1.1 The expressions used in these statutes shall have the meanings assigned to these expressions in the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No.18 of 1998).
- 2.1 In terms of Section 34 of the Baba Farid University of Health Sciences Act, 1998, there shall be the following Boards of Studies attached to various Faculties constituted by the Board of Management:-
 - (i) Board of Studies in Medical Sciences (Undergraduate)
 - (ii) Board of Studies in Medial Sciences (Postgraduate)
 - (iii) Board of Studies in Dental Sciences
 - (iv) Board of Studies in Nursing Sciences
 - (v) Board of Studies in Ayurveda
 - (i) Board of Studies in Homoeopathy
 - (ii) Board of Studies in Physiotherapy
- 3.1 Each Board of Studies referred to in statute 2.1 shall comprise such subjects and departments, as may be assigned to it by the Ordinances.
- 3.2 **The Board of Studies in Medical Sciences (Undergraduate)** shall consist of the following members :-
 - a) Four Principals of affiliated Medical Colleges
 - b) Two Professors representing different subjects by rotation according to seniority from amongst the Professors of affiliated Medical Colleges but not more than one Professor from one college.
 - c) Two teachers other than Professors (Additional Professor/associate Professor/Reader) representing different subjects by rotation according to seniority from amongst the teachers other than Professors of affiliated Medical Colleges but not more than one teacher other than one Professor from one college.

- 3.3 The Chairperson of the Board of Studies shall be nominated by the Vice-Chancellor from amongst its members.

Note: 1) The same Professor/Teacher other Professor will not represent both the Boards in Medical Sciences
2) If need be, the Vice-Chancellor may invite experts as special invitees. However, they will not have any voting right.

- 4.1 **The Board of Studies in Medical Sciences (Postgraduate)** shall consist of the following members:-

- a) Four Principals of affiliated Medical Colleges having postgraduate courses.
- b) Two Professors representing different subjects by rotation according to seniority from amongst the Professors of affiliated Medical Colleges having postgraduate courses, but not more than one Professor from one college.
- c) Two teachers other than Professors (Additional Professor/associate Professor/Reader) representing different subjects by rotation according to seniority from amongst the teachers other than Professors of affiliated Medical Colleges having postgraduate courses, but not more than one teacher other than Professor from one college.

- 4.2 The Chairperson of the Board of Studies shall be nominated by the Vice-Chancellor from amongst its members.

Note: 1) The same Professor/Teacher other than Professor will not represent both the Boards in Medical Sciences
2) If need be, the Vice-Chancellor may invite experts as special invitees. However, they will not have any voting right.

5.1 **The Board of Studies in Dental Sciences** shall consist of the following members :-

- a) Four Principals of Dental Colleges affiliated to the University by rotation according to seniority. Out of these four Principals, at least two should be from the colleges having Postgraduate courses.
- b) Two Professors representing different subjects by rotation according to seniority from amongst the Professors of affiliated Dental Colleges but not more than one Professor from one college.
- c) Two teachers other than Professors (Additional Professor/associate Professor/Reader) representing different subjects by rotation according to seniority from amongst the teachers other than Professors of affiliated Dental Colleges but not more than one teacher other than Professor from one college.

5.2 The Chairperson of the Board of Studies shall be nominated by the Vice-Chancellor from amongst its members.

Note: If need be, the Vice-Chancellor may invite experts as special invitees. However, they will not have any voting right.

6.1 **The Board of Studies in Nursing Sciences** shall consist of the following members:-

- a) Four Principals of Nursing Colleges affiliated to the University by rotation according to seniority. Out of these four Principals, at least two should be from the colleges having Postgraduate courses.
- b) Two Professors representing different subjects by rotation according to seniority from amongst the Professors of affiliated Nursing Colleges but not more than one Professor from one college.
- c) Two teachers other than Professors (Additional Professor/Associate Professor/Reader) representing different subjects by rotation according to seniority from amongst the teachers other than Professors of affiliated Nursing Colleges but not more than one teacher other than Professors from one college.

6.2 The Chairperson of the Board of Studies shall be nominated by the Vice-Chancellor from amongst its members.

Note: If need be, the Vice-Chancellor may invite experts as special invitees. However, they will not have any voting right

7.1 **The Board of Studies in Ayurveda** shall consist of the following members, namely:-

- a) Four Principals of Ayurvedic Colleges affiliated to the University by rotation according to seniority. Out of these four Principals, at least two should be from the colleges having Postgraduate courses.
- b) Two Professors representing different subjects by rotation according to seniority from amongst the Professors of affiliated Ayurvedic Colleges but not more than one Professor from one college.
- c) Two teachers other than Professors (Additional Professor/Associate Professor/Reader) representing different subjects by rotation according to seniority from amongst the teachers other than Professors of affiliated Ayurvedic Colleges but not more than one teacher other than Professor from one college.

7.2 The Chairperson of the Board of Studies shall be nominated by the Vice-Chancellor from amongst its members.

Note: If need be, the Vice-Chancellor may invite experts as special invitees. However, they will not have any voting right

8.1 **The Board of Studies in Homoeopathy** shall consist of the following members, namely:-

- a) Four Principals of Homoeopathic Colleges affiliated to the University by rotation according to seniority. Out of these four Principals, at least two should be from the colleges having Postgraduate courses.
- b) Two Professors representing different subjects by rotation according to seniority from amongst the Professors of affiliated Homoeopathic Colleges but not more than one Professor from one college.
- c) Two teachers other than Professors (Additional Professor/Associate Professor/Reader) representing different subjects by rotation according to seniority from amongst the teachers other than Professors of affiliated Homoeopathic Colleges but not more than one teacher other than Professor from one college.

8.2 The Chairperson of the Board of Studies in Homoeopathy shall be nominated by the Vice-Chancellor from amongst its members.

Note: If need be, the Vice-Chancellor may invite experts as special invitees. However, they will not have any voting right.

9.1 **The Board of Studies in Physiotherapy** shall consist of the following members: -

- a) Four Principals of Physiotherapy Colleges affiliated to the University by rotation according to seniority. Out of these four Principals, at least two should be from the colleges having Postgraduate courses.
- b) Two Professors representing different subjects by rotation according to seniority from amongst the Professors of affiliated Physiotherapy Colleges but not more than one Professor from one college.
- c) Two teachers other than Professors (Additional Professor/Associate Professor/Reader) representing different subjects by rotation according to seniority from amongst the teachers other than Professors of affiliated Physiotherapy Colleges but not more than one teacher other than Professor from one college.

9.2 The Chairperson of the Board of Studies in Physiotherapy shall be nominated by the Vice-Chancellor from amongst its members.

Note: If need be, the Vice-Chancellor may invite experts as special invitees. However, they will not have any voting right

10. Each Board of Studies shall be nominated by the Vice-Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every year for a term of one year.
11. The Vice-Chancellor may appoint a Deputy Registrar/Assistant Registrar, who shall act as Secretary of the Board.
12. Meetings of the Boards shall be called by the Registrar in consultation with the Chairperson as and when considered necessary, or when desired by the Vice-Chancellor.
13. In case a vacancy in the office of the Chairman/Member occurs during the year, it shall be filled by the Vice-Chancellor from amongst the Principals/Teachers of affiliated Colleges by rotation according to seniority.
14. The Boards of Studies shall meet at least twice during a calendar year. At least one third of the members shall constitute the quorum.

15. The Boards of Studies shall recommend to the concerned Faculty;
- (a) outlines of tests, syllabi, courses of study and reading including subjects of instruction and introduction of new courses.
 - b) appointment of paper-setters and examiners.
 - (c) such functions as are warranted by any matter referred to it by the concerned Faculty/ Academic Council.
 - (d) such functions as may be prescribed by the statutes/ regulations.
 - (e) approve the plan of research work for Postgraduate theses.
 - (f) appoint supervisors for Postgraduate theses.
 - (g) prescribe the maximum number of Research scholars per supervisor.
 - (h) appoint examiners for Postgraduate theses.

Conditions for affiliation of Colleges of Medical Laboratory Technology

(Made by Board of Management in its 11th meeting held on 28.9.2002, para 39 and approved by the Chancellor, vide Memo No.8/1/04-5HB3/1070 dated 25.2.2004) ^(5,9)

In exercise of the powers conferred by the section 43 and 44 of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998) the Board of Management has made the following statutes relating to conditions for affiliation of Colleges of Medical Laboratory Technology. These shall come into force from the date of assent of the Chancellor.

1. (i) These statutes shall be called Baba Farid University of Health Sciences (affiliation of colleges of Medical Laboratory Technology) statutes.
- (ii) These shall come into force from the date of assent of the Chancellor.
2. The words and phrases used in these statutes shall, unless expressly explained otherwise, have the same meaning as they have with reference to Baba Farid University of Health Sciences Act, 1998 (Punjab Act 18 of 1998), herein after called the Act.
- 3.1 It shall be necessary for the society/trust seeking affiliation of a College in-Medical Laboratory Technology to Baba Farid University of Health Sciences, Faridkot, for starting Bachelor of Science in Medical Laboratory Technology course to obtain NOC/Essentiality Certificate from the State Govt.
- 3.2 The Director, Research & Medical Education, Punjab, shall apply to the University for grant of affiliation for BSc Medical Lab technology course in the case of a Govt College. Applications from individuals for grant of affiliation will not be entertained.
- 4.1 The BSc Medical Laboratory Technology College/Institute shall be located in a Medical/Dental College having attached teaching hospital OR 200 bedded hospital of Modern System of Medicine, where modern diagnostic facilities in Bio-chemistry, Pathology and Microbiology are available and these departments are headed by qualified teaching staff.

The Hospital should have facility of blood bank headed by qualified officer holding a Post-graduate degree in Immuno Haematology and Blood Transfusion or in Pathology.
- 4.2 The Institution and Administrative Block should be in an area of not less than 2 acre with built in area of 2500 sq mts

The Institution/Hospital should have the following full-fledged department with qualified teaching staff as per Medical Council of India norms and amended from time to time by Punjab State Medical Council and notified in the Gazette.

1. Pathology department including Clinical Pathology and Blood Bank
2. Microbiology department
3. Biochemistry department

PATHOLOGY DEPARTMENT

Sections

1. Histopathology Lab
2. Cytology Lab
3. Haematology Lab
4. Clinical Pathology Lab
5. Blood Bank
6. Museum

(A) INSTRUMENTS/EQUIPMENT:-

Histokinase, Microtome, Microtome knives, Refrigerator, hot water bath, embedding-medium bath, Hot plate, heater, analytical-balance wt box, Hot air oven, Incubator, Hones, Strops, slide cabinet, Diamond pencil, Lubricants, slide tray, slide cabinet, enamel tray (big & small), Leukhart 'L' moulds, scissors forceps, Tissue lifter, capsule for tissue processing, plastic apron, Centrifuge machine, microscope Binocular, Millipare apparatus, electron Microscope, Cyto Centrifuge, Needle disposable, 23 GXI", 22GX1", 20G Distillation Plant, Syringe holder for FMAC, Haemocytometer, Haemoglobinometer, Stop watch, ESR stand (Wester green & Wintrobe), Test-tube Stand (big & small), Wire Baskets, electrophoresis-apparatus, Roseenthal chamber, Syringe sterilizer Calorimeter, Bone marrow needle, BP apparatus, Deep freezer (-20° c -30° c to store serum) Deep-freezer (-80° c to store frozen Reagent) anti-coagulant Viewerslamp and concave mirror, Water Bath (30° c to 60° c), Thermometer, Stopclock, Airconditioners, Cell counter (computerized) Artery Forceps, Oxygen cylinder & regulator, Mask, test tube holder, Autoclave, VDRL shaker, Cell counter (computerized).

(B) CHEMICAL:-

Formalin, Methanol, Chloroform Trichloroacetic acid Xylene, Benzene, Ethanol, Isopropyl Alcohol, Acetone, Paraffin wax, Aluminium oxide, Egg Albumin, Gelatin, Haematoxylin, Pot Alum, Mercuric Chloride, Glacial Acetic Acid, Eosin, Pot-dichromate, Phosphomolybdic Acid, Methylene blue, Iodine, Potassium Iodide Oxalic acid, Sodium Thiosulphate, Gold chloride, Methylene blue, Schiff's Reagent, Potassium meta-Bi-sulphite, Silver nitrate, Sodium Thiosulphate, MGG Slain Saffranin "O", Criemsa Stain, Glycerol, Phosphate Buffer tablets, Orange "G" O, Light Green, S.F. Yellow, Bismark Brown, Sodium Hydroxide, Congo red, Activated Charcoal, Phenol, Lithium Carbonate, Sodium Citrate HCL, Gentian Violet, Leishman Stain, PAS stain Periodic acid, EDTA, PTI Kit, Sodium Nitroprusside, Ammonium Sulphate, Drabkin's Soth, Copper Sulphate, Spirit, Benzidine, Sodium Acetate, Sudan Black "B" Petroleum Jelly, Pot Jerrocynide, Sodium Citrate, HTV Kit, VDRL Kit, Widal Antigen.

(C) Glass Ware: -

Coplin Jars, Troughs, Museum Jar & Lid, Beakers, Slide (Glass) Cover slip (big & small), Pipette, Reagent Bottle, Centrifuge tube, Dropper, Pasteur Pipette, Dropping Bottles, Centrifuge tube, Petri dish, flask test tubes (big & small), Glass Syringes, Measuring Jar, Measuring Cylinder, Flasks for defibrinated slide for filtration, conical flask, watch glass, vials for BI collection.

(D) Miscellaneous Article: -

Plastic bucket, Plastic Basin, Plastic Mug, Labels (Sticker), Register to maintain Lab record, Copy, - dot pen, Lead pencil, Filter paper sheets, filter paper what wan No 1, Cotton, Gauze, Muslin cloth, Needles (disposable), Dusters, Towels, Disposable Syringe, Wash Bottle, Tripode Stand, Wooden tables, Sink & tap connections, Tables (office) chairs, Side table with Glass Top & Light fitting for BI Bauk. Racks for Reagents, Stool, Dust bins.

MICROBIOLOGY DEPARTMENT

- 1 Bacteriology Lab
- 2 Parasitology Lab
- 3 Mycology Lab
- 4 Serology Lab
- 5 Media Preparation Room
- 6 Washing Room
- 7 Staff Room, tutorial Room, Lecture Room
- 8 Nailing Staff for patients with facility for blow collection
- 9 Department Library
- 10 Room for Clerk/Steno/Store Keeper
- 11 Glassware/Chemical Stove
- 12 Animal House - an attached animal house haveof

ANIMAL HOUSE

- An attached animal house having separate rooms for keeping sheep and rabbits. The rooms should be well ventilated provided with fans and coolers.
- Animal cages with water feeding bottles for rabbits.
- Animal Autopsy table with post-mortem Instrument Set.
- Arrangement for supplying fresh green feed for animals.
- Arrangement for adequate water supply for drinking and washing.
- A minimum of 2 sheep and 4 rabbits should always be available in the animal house.

(Equipments/Chemicals/Glasswares, Misc Items) Instruments:-

(A) Instruments:-

Inoculation hood, Students Microscopes, Centrifuge machines, water-still, Autoclave, Water bath, Incubator, Hot air oven, ELISA Reader, Immunoelectrophoresis Apparatus complete with tank and constant power pack, BOD Incubator, VDRL Rotator, Slide Projector, Over-Head projector, Inspissator, Single Drum Sterilizer, Refrigerator, Autopipette of different volumes (variable and fixed volumes), Stainless Steel Stands for tapes of different volumes, Pet Dish Sterilizing boxes made of brass/copper, Lovibond comparator, Seitz filter, McIntosh fields, Anaerobic Jar, Deskcator.

(B) Chemicals:-

- 1 Stain powders for Gram Staining procedure
- 2 Stain powders for Ziehl-Neelsen Staining procedure
- 3 Stain powders for Albert's Staining
- 4 Ready Made Media eg Nutrient Agram, Nutrient Broth, Madonkey's Medium, Peptone water, Sabouvaud's Medium, TSI Medium Urease Base Medium.
- 5 Sensitivity Discs impregnated with different anti- bodies.
- 6 Agar-Agar powder, Beef extract, Peptone powder, Lactose Glucose, Saurose, Maltose, Mannitol, Urea powder, Ferric chloride, Pot dehydrogen phosphate, Pot hydrogen diphosphate, Sodium chloride, Potassium chloride, Sodium hydroxide, Potassium hydroxide, Sulphuric Acid(AR), Hydrochloric Acid(AR) Malachitegreen, Normal Horse Serum, Diagnostic High Titra Siva of Salmonellad/Shigella/Vibrio/ Esch coli, Test kits- widal, ASO titre, CRP, Pregnancy test, Australia Antigen, HIVI and 2 Anti body Detection kits, RPR/VDRL Test kits, Ferrous Sulphate, pti paeprs (wide range), Litmus papers, Acetic Acid Glacial, Phenol, Methylated spirit, Rectified Spirit, Absolute Alcohol, Iodine, Crystals, Potassium Iodide, Methylene blue, Acid fuchsin, Basic fuchsin, Neutral Red powder, Teepol, Washing Detergents, Soap, Antiseptic solution, Sod-hypochloride sol (2%)

(C) Glasswares:

Glass slides, Cover slips, Beakers of different vols, glass Measuring cylinders, Flasks of 500 ml/1 litre/2 litre/250 ml capacity, Reagent bottles, Staining bottles with pour out stoppers, Staining racks for 8 bottles, Test tubes 15 ml/10 ml/5 ml/3 ml/ Dreyer's Taba, Felix tubes, sintered Glass funnels, Petri plates, Glass Troughs, Mc Cartney bottles, blood culture bottles (125 ml capacity)

(D) Miscellaneous: -

Inoculating wire loop handles, Ni chrome 22 swg wire, Spirit lamps, Test tube Holders, whatman filter papers, Staining troughs, Cotton, Gauze, Disposable syringes, collection vials, Table lamps, dustbins, Glass Marking paints.

BIOCHEMISTRY DEPARTMENT

List of equipments required in Bio-chemistry Lab for BSc Medical Lab Technology

1. Sterilizer
2. Centrifuge Machine
3. Hot air oven
4. Single pan Digital reading electric balance/chemical balance
5. Refrigerator
6. Water distillation still
7. Double distillation plant
8. Water bath control temp.
9. Incubator
10. Heating Mantle
11. Photo electric colorimeter
12. Spectro photometer.
13. Deep Freezer with stabilizer
14. Grocer's measuring scale
15. P H meter
16. U P S
17. Voltage stabilizer
18. Wire baskets
19. Kettle elements
20. Wash bottles polythene of 500 ml capacity
21. Wash bottles polythene of 300 ml capacity
22. Chromatography chamber C accessories.
23. Electrophoresis apparatus accessories
24. Paper Electrophoresis/Disc Gel electrophoresis
25. Test tube stand/Tripot stand & Test tube holders
26. Laboratory Blender
27. Flame Photometer
28. Spectroscop
29. Semi auto analyzer

List of Glassware required in Biochemistry Lab: -

1. Spirit Lamp Glass
2. Urinometer
3. Urea meter
4. Thermometer 110° C
5. Screw cap bottles 15 ml, 5 ml

List of Chemicals of AR/GR

1. Acetic Acid glacial
2. Acetone
3. Acrolein
4. Acetic Anhydride
5. Ammonia
6. DL Alanine
7. 1 Amido, 2 Naphthal 4 Sulphonic
8. Ammonium Sulphate
9. Ammonium Molybdate
10. Absolute Alcohol
11. Benzidine
12. Benzoic Acid
13. Bovine Serum Albumin
14. Bromine
15. Calcium Carbonate
16. Casein
17. Chloroform
18. Cholesterol
19. Universal Indicator
20. Copper Sulphate
21. Copper Acetate
22. Dextrose, Anhydrous
23. 2,4 Dinitrophenyl hydrozine
24. EDTA Disodium salt
25. Egg Albumine
26. Ether Solvent
27. Ehrlich's reagent
28. Ferric Chloride, anhydrous
29. Folin's Reagent
30. Glycerine
31. Hydrogen peroxide
32. Hydrochloric Acid
33. Iodine Resublimed
34. Indicator paper ph (3.0 - 5.5)
35. Indicator paper ph (6.0 - 8.0)
36. Indicator paper ph (4.5-7.5)
37. Soyabean meal/Jack beanmeal
38. Alfa-keto glutric Acid
39. Lithium sulphate
40. Metol
41. Mercuric iodide red
42. Magnesium chloride
43. Oleic Acid
44. Nitric Acid
45. Nessler's Reagent
46. α Naphthol
47. Ortho phosphoric Acid
48. Phenol
49. Phendpthalein

50. Potassium chloride
51. Potassium dichromate
52. Potassium hydroxide
53. Potassium Iodide
54. Pyridine
55. Potassium Acetate
56. Potassium Sodium tartarate
57. Salicytic Acid
58. Sodium Acetate
59. Sodium Carbonate
60. Sodium citrate
61. Sodium Chloride
62. Sodium dihydrogen orthophosphate
63. Sodium hydroxide
64. Sodium Nitrate
65. Sodium nitroprusside
66. Sodium Sulphate
67. Sodium Sulphite
68. Sodium pyruvate
69. Teapol
70. Urea
71. Uric Acid
72. Zinc Sulphate

List of glassware used in Biochemistry department

1. Bottles, Reagent, Wide mouth with screw cap of capacity

1)	30 ml	3)	125 ml	5)	500 ml
2)	60 ml	4)	250 ml	6)	1000 ml
2. Desicators Knobbed lid capacity 250 ml
3. Beakers, griffin, low form with spout of capacity

1)	50 ml	3)	250 ml	5)	1000 ml
2)	100 ml	4)	500 ml	6)	200 ml
4. Cylinders graduated, single metric scale with Penny head Interchangeable stopper of capacity:-

1)	10 ml	3)	100 ml	5)	500 ml
2)	50 ml	4)	250 ml	6)	100 ml
5. Flasks volumetric with interchangeable stopper of capacity:-

1)	50 ml	3)	500 ml
2)	100 ml	4)	1000 ml
			or 200 ml

6. Funneals, Plain Accurate 60° angle, long stem of 50 mm Diameter.
7. Pipettes, Serological class A with work certificate of capacity
 - 1) 0.1 x 0.01 3) 1.0x 0.0 5) 5.0 x 0.05
 - 2) 0.2x0.01 4) 2.0x0.02 6) 10.0x0.1
8. Pipettes, ostweld Folin of capacity 0.5 ml
9. Tubes, Centrifuge, conical bottom plain of 15 ml capacity
10. Tubes test with Rim of capacity size: -
 - 1) 12x100 mm
 - 2) 15x125 mm
 - 3) 18x150 mm
11. Hypodermic needles 23" (disposable) syringes of capacity 2 ml, 5 ml
12. Rectangular Jar for washing glass wear
13. Rectangular

STAFF REQUIREMENTS

	Total number
A. Professors (one each in Biochemistry, Pathology & Microbiology)	03
B. Readers (one each in Biochemistry, Pathology & Microbiology)	03
C. Lecturers (one each in Biochemistry, Pathology & Microbiology)	03
D. Tutor Technicians (MSc, MLT (one for each department)	03
E. Lab Technicians	04
F. Lab Attendants	04
G. Sanitary workers/Safai workers	03
H. Librarian	01
I. Museum Keeper	01
J. Animal Attendants	02
K. Receptionist	01
L. Store Keeper	01
M. Clerk cum Typist	01
N. Projectionist/Photographer	01

BUILDING: It should have the following:

1. Pathology Department
2. Biochemistry Department
3. Microbiology Department
4. Administrative Block/Office
5. Lecture Hall
6. Practical Laboratory
7. Library
8. Staff Room
9. Hostel (each for boys and girls)

Statutes relating to conditions for affiliation of Colleges of Medical Radiography and Imaging Technology

(Made by Board of Management on 11.11.2004, vide para 30 forwarded to PSMER, Pb.,
Chandigarh, vide letter No.BFUHS.meetings-04/20208 dated 23.12.2004, for obtaining assent of
the Hon'ble Chancellor, which is awaited) (6.10)

1. These Statutes shall be called Statutes relating to conditions for affiliation of Colleges of Medical Radiography and Imaging Technology to Baba Farid University of Health Sciences. These shall come into force from the date of assent of the Chancellor.
 2. The words and phrases used in these statutes shall unless expressly explained otherwise, have the same meaning as they have with reference to Baba Farid University of Health Sciences Act, 1998 (Punjab Act 18 of 1998), hereinafter called the Act.
 - 3.1 It shall be necessary for the Society/Trust seeking affiliation of a College in Medical Radiography and Imaging Technology to Baba Farid University of Health Science, Faridkot, for starting Bachelor of Science in Medical Radiography and Imaging Technology course to obtain NOC/Essentiality Certificate from the State Govt.
 - 3.2 The Director, Research & Medical Education, Punjab, shall apply to the University for grant of affiliation for B.Sc. Medical Radiography and Imaging Technology course in the case of a Govt. College. Applications from individuals for grant of affiliation will not be entertained.
 - 4.1
 - a) The B.Sc. Medical Radiography and Imaging Technology College/Institute shall be located in a Medical College/Dental College having attached teaching hospital OR 200 bedded hospital of Modern System of Medicine, where diagnostic facilities in General Radiography including C.T. Scan, Ultrasound, Portable, X-ray unit and one fluoroscopic unit with IIT-V apart from two conventional 500 M.A. x-ray units are available and these departments are headed by qualified teaching staff."

OR

 - b) If a Society/Trust proposes to start a College of B.Sc. Medical Radiography and Imaging Technology it should have attachment with a Medical College/Dental College having all the facilities as mentioned in (a) above.
 - 4.2 The Institution and Administrative Block should be in an area of not less than 2 acre with built in area of 2500 sq mts
- The Institution/Hospital should have the following full fledged department with qualified teaching staff as per Medical Council of India norms and amended from time to time by Punjab State Medical Council and notified in the Gazette.

Departments Equipments:

1. General Radiography
2. CT Scan
3. Ultrasound with or without Doppler facility
4. One Fluoroscopic unit with IITV
5. One portable x-ray unit, two 500 M.A. X-ray units for conventional Radiography

Staff Requirements

1st Year

Paper	Subject	Teachers
Paper-I	Anatomy and Physiology of Human Body-Part-1	Lecturer in Anatomy and Physiology
Paper-II	Radiographic Photography	Lecturer in Med. Technology/Tutor Med. Technology.
Paper-III	Radiographic Techniques-Part-1	Tutor/Clinical Instructor in Med. Technology
Paper-IV	Basic Radiation Physics	Lecturer in Med. Physics/Medical Physicist

2nd Year

Paper	Subject	Teachers
Paper-I	Anatomy and Physiology of Human Body-Part-II	Lecturer in Anatomy and Physiology
Paper-II	Conventional Radiological Equipment	Lecturer in Med. Technology
Paper-III	Radiographic Techniques-Part-II	Lecturer in Med. Technology
Paper-IV	Radiological Physics and Radiation Protection	Lecturer in Med. Physics/Medical Physicist

3rd Year

Paper	Subject	Teachers
Paper-I	Special Radiological Procedures including pathology.	Prof./Asstt. Prof. in Radiodiagnosi
Paper-II	Radiological Equipment - Newer Imaging Modalities including Computers.	Reader/Asstt. Prof./Lecturer in Medical Technology
Paper-III	Quality assurance and Quality Control.	Lecturer in Medical Technology
Paper-IV	Hospital practice and care of patient.	Lecturer/Clinical Instructor (Nursing for Hospital Practice & patient care)

Staff Requirements: Teaching Faculty

Number		Total
A.	Professor/Addl. Prof. (Radiodiagnosis & Imaging)	01
B.	Reader/Asstt. Prof. (Med. Technology)	01
C.	Reader/Asstt. Prof. (Radiodiagnosis & Imaging)	01
D.	Lecturer (Med. Technology)	01
E.	Lecturer in Medical Physics/Medical Physicist	01
F.	Lecturer (Anatomy Physiology)	01
G.	Lecturer/Tutor/Clinical Instructor In Nursing for Hospital Practice	01
H.	Tutor/Demonstrator/Clinical Instructor (Medical Technology)	01

Minimum Qualifications

Professor/Addl. Prof.	As per Medical Council of India Act with 3 years teaching experience.
Reader (Med. Technology)	Phd./Asstt. Prof in Medical Technology with 3 years experience.
Asstt. Prof. (Med. Technology)	Phd. With three years experience/Lecturer in Medical Technology with 5 years experience.
Lecturer (Med. Technology)	M.Sc. Medical Technology Radiology with Radiodiagnosis and 5 years experience as Tutor/Clinical Instructor/Demonstrator in Medical Technology (Radiology)
Tutor/Demonstrator/Clinical Instructor (Med. Technology)	M.Sc. Medical Technology (Radiology with Radiodiagnosis)/B.Sc. Medical Technology (Radiodiagnosis/Radiology/X-Ray) with 3 years experience in a teaching Institution/Medical College.

Minimum Equipment Requirements

Conventional x-ray units with minim 500 mA capacity for routine x-rays.	One
I.I.T.V. System for special x-rays and procedures.	One
Ultrasound unit with/without Doppler facility	One
C.T. Scan unit	One
Quality assurance kit and radiation measuring devices.	One Set Each

The Minimum requirement to start with the course should be as follows for an intake of 10 seats

- (i) Two Radiologists
- (ii) Two Tutors
- (iii) One Lecturer/Reader/Asstt. Prof.
- (iv) One Physicist.

There should also be a Department of Radio-diagnosis with a minimum equipment of One C.T. Scan, two conventional 500 MA x-ray units, one portable x-ray unit, one fluoroscopy unit with I.I.T.V. and one ultrasound unit, before any organization/college can be permitted to start B.Sc. Radiography Course.

Building: It should have the following

1. Department of Radio-diagnosis including department of General Radiography
2. Department of C.T. Scan
3. Department of Ultrasound
4. Administrative Block Office
5. Lecturer Hall
6. Diagnostic Roll
7. Library
8. Staff Room
9. Hostel (each for Boys and Girls)

INDEX TO REFERENCES

REF. No.	Page No.	Date of meeting/Letter No.	Remarks & brief description
1	44	3 rd BOM 13.3.1999, vide para 5(iii)	Statutes relating to Board of Management, Academic Council, Finance Committee, Planning Board, Faculty of Medical Sciences, Faculty of Dental Sciences,,Faculty of Ayurved, Faculty of Nursing and Selection Committee
2	45	4 th BOM 22.9.1999, vide para 37	Statutes relating to the Senate of the University
3	45	11 th BOM 28.9.2002, vide para 43	Statutes relating to Faculty of Homoeopathy and Faculty of Physiotherapy
4	45	11 th BOM 28.9.2002, vide para 42	Statutes relating to various Boards of Studies
5	46	11 th BOM 28.9.2002, vide para 39	Statutes relating to conditions for affiliation of BSc.(Med. Lab. Technology) colleges
6	46	17 th BOM 11.11.2004, vide para 30	Statutes relating to conditions for affiliation of Colleges of Medical Radiography and Imaging Technology – BSc. (MRIT)
7	47-48	Pb. Govt. Letter No.8/3/99-5HBIII/4517 dated July 20, 1999	Approval by the Hon'ble Chancellor - Statutes relating to Board of Management, Academic Council, Finance Committee, Planning Board, Faculty of Medical Sciences, Faculty of Dental Sciences,,Faculty of Ayurved, Faculty of Nursing and Selection Committee
8	49	Pb. Govt. Letter No.8/3/99-5HBIII/40 dated 2.1.2002	Approval by the Hon'ble Chancellor – Statutes relating to the Senate of the University.
951	50	Pb. Govt. Letter No.8/1/04-5HBIII/1070 dated 25.2.2004	Approval by the Hon'ble Chancellor – Statutes relating to conditions of affiliations of College of B.Sc. Medical Lab. Technology, constitution of Faculty of Homoeopathy and Faculty of Physiotherapy and constitution of various Boards of Studies and powers & functions.
10.	51	University letter No. BFUHS/ Meetings-04/20208 dated 23 rd December, 2004	Statutes relating to conditions for affiliation of Colleges of Medical Radiography, and Imaging Technology

REFERENCES

1. **COPY of para 5(iii) of the 3rd meeting of the Board of Management held on 13.3.1999**

5. Considered the confirmation of the minutes of the Second meeting of the Board of Management held on 27th January, 1999 in Darbar Ganj, Circuit House, Faridkot.

RESOLVED: that the minutes of the Second meeting of the Board of Management held on 27th January, 1999 in Darbar Ganj, Circuit House, Faridkot be CONFIRMED with the following amendments:-

i) that the resolution pertaining to Chairman's office under paragraph 6, page 6 of the minutes be read as under:-

"RESOLVED further that a note prepared by Dr B.S. Tung, regarding provision of Chairman's office and necessary staff be accepted by the Board for further necessary action."

RESOLVED FURTHER

i) xxxxx

ii) xxxxx

iii) In the light of the amendments suggested by the Chairman, Sh. KK Bhatnagar and Dr BS Tung, during discussion in the meeting it was **RESOLVED** to approve the statutes pertaining to the various Authorities of the University i.e. Board of Management, Academic Council, Finance Committee, Planning Board, Faculty of Medical Sciences, Faculty of Dental Sciences, Faculty of Nursing Sciences, Faculty of Ayurved and Selection Committee as per Annex 'C' (pages 26 to 45). Further it was decided to send these statutes to the Principal Secretary to Govt. of Punjab, Department of Medical Education & Research who shall examine these statutes as per administrative norms of the Government and obtain approval of the Chancellor, as required under Section 44(2) of the University Act. These Statutes shall be subject to amendment or repeal from time to time.

2. **COPY of para 37 of the 4th meeting of the Board of Management held on 22.9.1999**

37. Considered the Statutes in respect of the Senate of the University, in accordance with section 24, 25, 26, 43 read with Section 56(3) of the Baba Farid University of Health Sciences Act, 1998 – Annex. 'U' (pages 110 to 117)

After discussion, it was

RESOLVED to authorize the Vice-Chancellor to forward the Statutes of the Senate of the University to Punjab Govt. for onward submission to the Chancellor for approval.

3. **COPY of para 43 of the 11th meeting of the Board of Management held on 28.9.2002**

43. Considered the recommendations made by the Academic Council at its meeting held on 4.7.2002, vide para 18 and

RESOLVED: To approve the Statutes (pages 170 to 172) regarding constitution of Faculty of Homoeopathy and Faculty of Physiotherapy in accordance with Section 33 of Baba Farid University of Health Sciences Act 1998 (Punjab Act No.18 of 1998) with the amendment that Statute 4 be read as "Each Faculty shall be nominated by the Vice-Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every year for a term of one year.

4. **COPY of para 42 of the 11th meeting of the Board of Management held on 28.9.2002**

42. Considered the recommendations made by the Academic Council at its meeting held on 4.7.2002, vide para 19 and

RESOLVED: To approve the Statutes (pages 165 to 169) regarding constitution of the following Boards of Studies in accordance with Section 34 of the Baba Farid University of Health Sciences Act 1998 (Punjab Act No.18 of 1998) :-

- (i) Board of Studies in Medical Sciences (UG)
- (ii) Board of Studies in Medical Sciences (PG)
- (iii) Board of Studies in Dental Sciences
- (iv) Board of Studies in Nursing Sciences
- (v) Board of Studies in Ayurveda
- (vi) Board of Studies in Homoeopathy
- (vii) Board of Studies in Physiotherapy

RESOLVED further that :

- i) Statute 10 be read as "Each Board of Studies shall be nominated by the Vice-Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every year for a term of one year;
- ii) Out of the four Principals to be nominated on the Board of Studies at Sr. No.(iii) to (vii) above, at least two should be from the colleges having Postgraduate courses.

5. COPY of para 39 of the 11th meeting of the Board of Management held on 28.9.2002

39. Considered the recommendations made by the Academic Council at its meeting held on 4.7.2002, vide para 37(i) and

RESOLVED: To approve the Statutes (pages 140 to 148) and Ordinances (pages 149 to 152) in respect of B.Sc. (Medical Laboratory Technology) course.

6. COPY of para 30 of the 17th meeting of the Board of Management held on 11.11.2004

30. Considered the recommendations made by the *Academic Council* in its meeting held on 16.9.2004, vide para 23, and **RESOLVED:** *To ratify the orders of the Vice-Chancellor, vide which he, subject to and in anticipation of the approval of the Academic Council and Board of Management and assent of the Chancellor, accepted the Statutes relating to conditions for affiliation of Colleges of Medical Radiography and Imaging Technology as recommended by a Committee constituted by him, w.e.f. the session 2004-05 (pages 130 to 133 of Appendices).*

REFERENCE NO.7

(23)

GOVERNMENT OF PUNJAB
DEPARTMENT OF MEDICAL EDUCATION AND RESEARCH
(HEALTH III BRANCH)

TO

Vice Chancellor,
 Baba Farid University of Health sciences,
 Faridkot.

Memo No. 8/3/99-5HBIII/4517
 Dated Chandigarh, the July 20, 1999

Sub:- Approval of statutes from Chancellor Baba Farid University of Health sciences, Faridkot.

Reference your letter No. BFHUs/99/511, dated 10.6.99 on the subject noted above.

2. Draft of statutes for the following authorities of the University sent by you in accordance with the sections 23, 28(2), 29(1), 31, 32 and 33 read with Section 43 and 44(2) and 56(3) of Baba Farid University of Health sciences Act, 1998 were placed before the Chancellor who has approved the same on 10.7.99 (photocopy enclosed)

1. Board of Management.
2. Academic council.
3. Finance committee.
4. Planning Board.
5. Faculty of Medical sciences.
6. Faculty of Dental Sciences.
7. Faculty of Ayurved.
8. Faculty of Nursing.
9. Selection Committee.

Secretary to Govt. Punjab
 Department of Medical Edu & Research.

-13-

(22)

→ I've discussed this with VC/BFUHS ..

These statutes were included as agenda items in the 2nd & 3rd meetings of the Board of Management, chaired by Dr. Arif. These were approved, with Dr. Arif's comment that there may also be seen formally in Govt. When these were received by the Dept. of Med. Edn. from the University, there were got vetted from from Mr. Dora, retired JLR who incidentally had also contributed to the making of the BFUHS Act. This was to ensure that none of the statutes were violative of the Act. Now, after vetting, there have been submitted for approval by the Governor, in his capacity as Chancellor of the University.

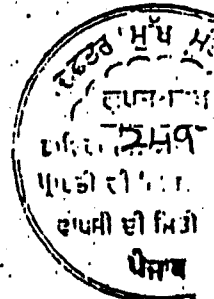
PUNJAB RAILWAY
Diary No. 530
Date 5/7/99

DR. NO. P.S.P.S.M.B. 1999
Date 1-7-99

K. S. Malik
30.6.99
JLR

Hon. Secy
Hon. Governor, P.S.
D.S.

Approved
1/7/99
[Signature]



REFERENCE NO.8

GOVERNMENT OF PUNJAB
DEPARTMENT OF MEDICAL EDUCATION & RESEARCH
(HEALTH III BRANCH)

51

To

Dr. I. S. Gajral, P.R.C.S.,
Vice Chancellor,
Saba Farid University of Health Sciences,
Kotkapura Road, Faridkot.

Memo No. 8/3/99-5H/III/40
Dated: 2-1-01

Sub:

The Senate- Approval of statutes from Chancellor, Saba Farid University of Health Sciences, Faridkot.

Reference your letter No. BFHS/ 2001/1380 dated the 16th Oct. 2001 on the subject noted above.

2. The Chancellor (H.E. the Governor of Punjab) of the Saba Farid University of Health Sciences, Faridkot has approved the statutes of the Senate of the University ~~as per~~ received vide your letter No. BFHS/99(R) 197 dated the 22nd Feb., 1999.

Special Secretary to Govt. P.B.
Deptt. Medical Education & Research

Regd. DR (Headings)

[Handwritten signature]
10/1/01

MR. Kapoor

Noted

[Handwritten signature]

REFERENCE NO.9

Meeting
1/3

ਪੰਜਾਬ ਸਰਕਾਰ
 ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ ਵਿਭਾਗ
 (ਸਿਹਤ-3 ਸਾਖਾ)

ਵੱਲ,

ਰਜਿਸਟਰਾਰ,
 ਬਾਬਾ ਫਰੀਦ ਯੂਨੀਵਰਸਿਟੀ ਆਫ
 ਹੈਲਥ ਸਾਇੰਸਜ਼, ਫਰੀਦਕੋਟ।



ਮੀਮੋ ਨੰ: 8/1/04-5ਸਸ3/1070
 ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ: 25/2/04

ਵਿਸ਼ਾ:- ਬਾਬਾ ਫਰੀਦ ਯੂਨੀਵਰਸਿਟੀ ਆਫ ਹੈਲਥ ਸਾਇੰਸਜ਼ ਫਰੀਦਕੋਟ ਦੇ ਸਟੈਚੂਜ ਦੀ ਪ੍ਰਵਾਨਗੀ ਬਾਰੇ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਹਵਾਲੇ ਵਿੱਚ।

2. ਮਿਤੀ 28.9.2002 ਨੂੰ ਬਾਬਾ ਫਰੀਦ ਯੂਨੀਵਰਸਿਟੀ ਆਫ ਹੈਲਥ ਸਾਇੰਸਜ਼ ਦੇ ਬੋਰਡ ਆਫ ਮੈਨੇਜਮੈਂਟ ਦੀ ਹੋਈ ਮੀਟਿੰਗ ਵਿੱਚ ਪਾਸ ਕੀਤੇ ਗਏ ਨਿਮਨ ਦਰਸਾਏ ਤਿੰਨ ਸਟੈਚੂਜ ਨੂੰ ਚਾਂਸਲਰ/ਮਾਨਯੋਗ ਰਾਜਪਾਲ ਜੀ ਵਲੋਂ ਪ੍ਰਵਾਨ ਕਰ ਲਿਆ ਗਿਆ ਹੈ:-

1. Statutes relating to conditions of affiliations of college of B.Sc Medical Laboratory Technology.
2. Statutes relating to constitutions of Faculty of Homoeopathy and Faculty of Physiotherapy.
3. Statutes relating to ^{contributions} conditions of various Boards of Studies and powers and functions.

[Signature]
 Superintendent

REFERENCE NO.10.

Baba Farid University of Health Sciences



Kotkapura Road,
Faridkot -151203
Phone:-256232, 256236
FAX:01639-256234

No.BFUHS/Meeting-04/ 20208Dated: 22nd December, 2004
23

To

The Principal Secretary to Govt. of Punjab
Department of Medical Education & Research
Mini Secretariat, Sector 9,
Chandigarh

Sub: Approval of Statutes by the Hon'ble Chancellor.

In exercise of the powers conferred by Section 43 and 44 (1) of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No. 18 of 1998), the Board of Management in its 17th meeting held on 11.11.2004, vide para 30, has made the *Statutes relating to conditions for affiliation of Colleges of Medical Radiography and Imaging Technology.*

Under Section 44 (2) of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No.18 of 1998) 'every statute or any amendment or repeal thereof, shall require the approval of the Chancellor who on the advice of Government, may sanction, disallow or remit it for further consideration.'

Under Section 44 (3) of the Baba Farid University of Health Sciences Act, 1998 (Punjab Act No.18 of 1998), 'no statute passed by the Board of Management, shall have validity until approved by the Chancellor and it shall come into force on the date of its approval or on such other date, as the Chancellor may fix.'

A copy of the *Statutes relating to conditions for affiliation of Colleges of Medical Radiography and Imaging Technology* passed by the Board of Management is enclosed herewith. You are requested to kindly obtain the approval of the Hon'ble Chancellor as early as possible.

Encl: As above

(Dr AS Sekhon)
Registrar

Endst.No.BFUHS/Meetings-04/ 20209Dated: 22nd December, 2004
23

A copy of the above is forwarded to SVC for information of the Vice-Chancellor.

(Dr AS Sekhon)
Registrar

No. 8/5/2009-11BIII/ 2145

GOVERNMENT OF PUNJAB
DEPARTMENT OF MEDICAL EDUCATION AND RESEARCH
(HEALTH - II BRANCH)

The Registrar,
Baba Farid University of Health Sciences,
Sadiq Road, Faridkot.

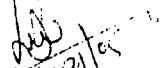
Dated, Chandigarh the: 21-5-09

Subject:- Regarding amendment of Statute No. 08 of Baba Farid University of Health Sciences for enhancing the tenure of Faculty of Dental Sciences from one year to five years w.e.f. 1st February 2009.

Sir,

I am directed to refer to your note No. 01/BFUHS-VC/09/1175 dated 11.5.2009 on the subject cited above and convey the advice of the Government. Chancellor has approved the amendment of Statute No. 08 for inserting 8(a) and (b) of Baba Farid University of Health Sciences for enhancing the tenure of Faculty of Dental Sciences from one year to five years w.e.f. 1st February 2009 as contained in the note referred to above.


Yours faithfully


Special Secretary

Endst. No. 8/5/2009-11BIII/ 2196

Dated 21-5-09

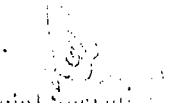
A copy is forwarded to the the Secretary to Governor Punjab, Punjab Bhawan, Chandigarh in continuation of this department letter No. 8/5/09-11BIII/2173 dated 21.5.2009 for information and necessary action.


Special Secretary

Endst. No. 8/5/2009-11BIII/ 2197

Dated 21-5-09

A copy is forwarded to the the Vice Chancellor, Baba Farid University of Health Sciences, Sadiq Road, Faridkot for information and necessary action.


Special Secretary

3. E. B.
V. C. S.
Date ..

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Baba Farid University of Health Sciences, Faridkot

15 of BFUHS/UC/24/1475

Dated 11-5-2009

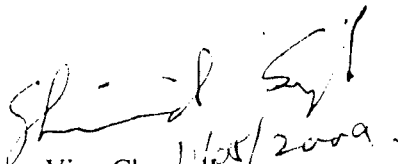
Sub: Regarding Amendment of Statute No. 08 of Baba Farid University of Health Sciences for enhancing the tenure of Faculty of Dental Sciences from One Year to Five Years w.e.f. 1st Feb. 2009.

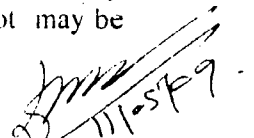
The Board of Management in its meeting held on 11.05.2009 at 12.00 noon at Punjab Bhawan, Chandigarh vide para 8 considered the recommendation of the Academic council in its meeting dated 05-05-2009 vide para 9 and Resolved as under:-

8. Considered and **RESOLVED**: To approve the recommendations of the Academic Council in its meeting dated 05.05.2009, vide para 9. that the term of the 'Faculty of Dental Sciences' be increased from **one year to five years**, in consonance with the provision of section 6 (1) of the Dentists Act, 1948 and the Statute No. 8 of Baba Farid University of Health Sciences, Faridkot, under the heading "FACULTIES" be modified w.e.f. 1st February 2009, as under: -

- 8 a) *The term of Dental Faculty shall be **Five Years w.e.f 01.02.2009** and the Faculty shall be nominated by the Vice Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every sixth year.*
- b) *The term of each faculty, except the Faculty of Dental Sciences, shall be one year and each Faculty shall be nominated by the Vice Chancellor, in concurrence with the Chairman of the Board of Management before the first day of February every year.*

The matter is placed for the approval of the Worthy Chancellor so that the necessary amendment in the statute 8 of Baba Farid University of Health Sciences, Faridkot may be incorporated and notification be issued at an early date.


Vice-Chancellor
11/05/2009


11/05/09
Registrar

Chief-Secretary

Worthy Chancellor

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ਪੰਜਾਬ ਸਰਕਾਰ
ਫਰੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ ਵਿਭਾਗ
(ਸਿਰਦ-3 ਸਾਖਾ)

ਸੇਵਾ ਵਿਖੇ

ਕਮਿਸ਼ਨਰਜ਼,
ਬਾਬਾ ਫਰੀਦ ਯੂਨੀਵਰਸਿਟੀ ਆਫ਼ ਰੈਲੇਜ ਸਾਇੰਸਿਜ਼,
ਫਰੀਕੋਟ।

ਸੀਐਮ ਨੰ: 8/1/2010-1ਸਸ3(5ਸਸ3)/1409.
ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ, 5/3/2010.

ਵਿਭਾਗ :- ਯੂਨੀਵਰਸਿਟੀ ਵਿਖੇ ਕਨਵੋਕੇਸ਼ਨ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦੇਣ ਬਾਰੇ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਆਪ ਦੇ ਪੱਤਰ ਨੰ: 13-ਬੀ.ਐਫ.ਯੂ.ਐਚ.ਐਸ. (ਮੀ ਟੀ ਗਜ) 10/565, ਮਿਤੀ 12-1-10 ਦੇ ਹਵਾਲੇ ਹਨ।
2. ਮਾਨਯੋਗ ਰਾਜਪਾਲ, ਪੰਜਾਬ ਜੀ ਬਾਬਾ ਫਰੀਦ ਯੂਨੀਵਰਸਿਟੀ ਆਫ਼ ਰੈਲੇਜ ਸਾਇੰਸਿਜ਼ ਐਕਟ, 1998 (ਪੰਜਾਬ ਐਕਟ ਨੰ: 18 ਆਫ 1998 ਦੇ ਸੈਕਸ਼ਨ 44(2) ਤਹਿਤ ਕਨਵੋਕੇ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੰਦੇ ਹਨ।

ੲ. ਸਿੰਘ
ਕਮਿਸ਼ਨਰ

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11.3.10
ARF(M)
11.3.10
Jr Asst
TMS

CONVOCATION STATUTESOFBABA FARID UNIVERSITY OF HEALTH SCIENCES, FARIDKOTSS
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(Under Sections 13(2), 13(3), 43(c), 43(d) and 45 (c) of Baba Farid University of Health Sciences Act (Punjab Act 18 of 1998)

These shall come into force from the date of assent of the Chancellor.

1. The Board of Management shall recommend to the Chancellor the conferment of :-

- i) Degrees, PG Diplomas and other academic distinctions on persons who have successfully undergone approved courses of studies in a University Department, in University constitute College or in an affiliated College or in an institution recognized by the University in the manner prescribed by the ordinances and have passed the prescribed examination of the University, and award, prizes and medals concerning such degrees/ PG diplomas in accordance with the conditions prescribed thereof;
- ii) Degrees on persons who have carried on research work under the prescribed conditions in a University Research Centre/Study Centre/Department/College or in an affiliated College or in an institution recognized by the University;
- iii) Honorary Degrees or other academic distinctions on eminent persons who have distinguished themselves in various fields of Medicine or other allied sciences or on persons of eminence in the other fields.

2.1 Convocation for conferring Degrees, PG Diplomas and other academic distinctions shall be held once in a year, which shall be called the Annual Convocation, on such date, place and time as the Chancellor may decide.

2.2 Special Convocation for conferring Degrees, and other academic distinctions may be held on such date and time as the Board of Management may, with the Chancellor's approval, decide.

2.3 The proceedings of Convocations may be held in such language as the Board of Management may decide from time to time.

3. The following are the Degrees and PG Diplomas to which such persons will be admitted

[Signature]
Controller of Examination
Baba Farid University of
Health Sciences, Faridkot

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in the Annual Convocation for their respective Degree/ PG Diploma as have been declared eligible, by the University.

The date of formal admission to a Degree/PG Diploma shall be the date on which the candidate completes all the requisite conditions of the said degree/PG Diploma.

(a) Doctor of Science	D.Sc.
(b) Doctor of Philosophy	Ph.D.
Degrees in Super Specialties in Medicine and allied subjects:-	
(c) Doctor of Medicine-	D.M.
Degrees in Super Specialties in Surgery and allied subjects:-	
(d) Master of Chirurgery	M.Ch.
(e) Doctor of Medicine	M.D.
(f) Master of Surgery	M.S.
(g) Master of Science in Medical subjects such as (Medical Anatomy, Medical Biochemistry Medical Microbiology, Medical Physiology)	M.Sc.(Med Anat., Med Biochem, Med Micro., Med Physio.)
(h) Master of Science (Medical Laboratory Technology)	M.Sc.(M.L.T.)
(i) Postgraduate Diploma in Anaesthesiology	DA
(j) Postgraduate Diploma in Child Health	DCH
(k) Postgraduate Diploma in Medical Radiology diagnosis	DMR
(l) Postgraduate Diploma in Medical Radio Therapy	DMRT
(m) Postgraduate Diploma in Ophthalmic Medicine and Surgery	DOMS
(n) Postgraduate Diploma in Laryngology and Otology	DLO
(o) Postgraduate Diploma in Obstetrics & Gynaecology	DGO
(p) Bachelor of Medicine & Bachelor of Surgery	MBBS
(q) Bachelor of Science (Medical)	B.Sc. (Med.)
(r) Bachelor of Science (Medical Laboratory Technology)	B.Sc. (M.L.T.)
(s) Master of Dental Surgery	M.D.S.
(t) Bachelor of Dental Surgery	B.D.S.
(u) Doctor of Medicine in Ayurveda (Ayurveda Vachaspati)	MD (Ayur.)
(v) Bachelor of Ayurvedic Medicine & Surgery (Ayurvedacharya)	B.A.M.S.
(w) Doctor of Medicine in Homoeopathy	M.D.(H)
(x) Bachelor of Homoeopathic Medicine & Surgery	B.H.M.S.
(y) Master of Science (Nursing)	M.Sc. (N)
(z) Bachelor of Science (Nursing)	B.Sc. (N)
(aa) Master of Physiotherapy	M.P.T.
(ab) Bachelor of Physiotherapy	B.P.T.

4.1 Admission to Annual Convocation shall be limited to candidates for Honorary Degrees and candidates for degrees or PG Diplomas at serial number 'a' to 'o', 's', 'u' 'w' 'y', and 'aa' the preceding statute who shall be admitted "in person" to the respective Degrees/ PG Diplomas at the Convocation on payment of prescribed fee. However, such candidates for any of the above

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degrees or PG diplomas as are unable to present themselves in person at the Convocation may, on payment of the prescribed fee, be admitted " **in absentia** " to that Degree or PG Diploma.

4.2 All other candidates for the Degrees referred to at serial number 'p', 'q', 'r', 't', 'v', 'x', 'z', and 'ab' in the preceding statute (3) shall be admitted to their respective Degrees "**in absentia**" except the degrees of the constituent colleges and their degree certificates shall be sent soon after the Annual Convocation to the Principals of Colleges for distribution to the candidates in the Institutional Convocation to be held in their respective Colleges.

4.3 ***Fee for admission in the Annual Convocation shall be prescribed by the Board of Management.***

5 Degrees and PG Diplomas of persons who were declared eligible for the award of such Degree or PG Diploma and who have died before the said Annual Convocation may be given posthumously to a representative of the deceased on payment of prescribed fee along with application for grant of Degree/PG Diploma as approved by the Vice-Chancellor.

6.1 The Degrees and PG Diplomas of the University shall be valid only if they bear the seal of the University and are signed by the Officer(s) authorized.

6.2 The parchment of the degrees and PG diplomas shall be in such language as the Board of Management may decide.

7 The Registrar shall give not less than 6 weeks notice, under the direction of the Vice-Chancellor, for the Annual Convocation and such notice for any other Convocation as may be possible with date, place and time of Convocation in one or more newspapers inviting applications along with the requisite fee from candidates who want to be admitted to the Degree " In Person" and In Absentia. This Annual Convocation notice should also preferably be displayed on the University Website.

8.1 Candidates for all Degrees and PG Diplomas shall submit to the Registrar their applications for admission to their Degrees and PG Diplomas in the prescribed form along with the requisite fee at least fifteen days before the date fixed for Convocation.

8.2 No candidate shall be awarded the Degree or PG Diploma at the Convocation who has not sent application with the prescribed fee.

- 9 Any person, who having sent his name to the Registrar as a candidate for admission to a Degree "in person" at a Convocation, fails to appear on that occasion, shall pay again in full, the prescribed fee when he/she next applies for the same Degree to be conferred "in person".
- 10.1 The Vice-Chancellor be authorized for the satisfactory reasons shown, to admit candidates to their Degrees/ PG Diplomas, who are declared eligible for the award of their respective Degrees or PG Diplomas, in advance of the Annual Convocation on payment of the prescribed fee. All such cases shall be reported to the succeeding Convocation.
- 10.2 No person shall be entitled to represent himself or be presented as holding a Degree or PG Diploma of University unless he/she has been admitted to the Degree or PG Diploma by the University under the regulations/statutes.
- 11 The Board of Management shall, if the Chancellor so desires, invite an eminent person to address the gathering at the Convocation.
- 12 The Chancellor shall preside over the Convocation. In the absence of the Chancellor, the Chairman, Board of Management shall preside and in his absence the Vice-Chancellor shall preside.
- 13 The Dias at the Convocation Hall shall be so arranged that the Chancellor's chair is somewhat in advance along with the person/persons to whom honorary degree's is presented, the Chief guest, the Chairman of the Board of Management, the Vice-Chancellor & the Registrar. The Members of the Board of Management, the Senators, the Deans of the Faculties, *the Principals of the constituent colleges* being so arranged as to leave full space for the presentation of the candidates. Special seats shall be provided in the hall for the members of the Academic Council.
- 14 The candidates for admission to the several Degrees and PG Diplomas and other academic distinctions shall assemble at the Convocation Hall at least one & a half hour prior to the notified time of Convocation. They shall wear the academic robes pertaining to their respective Degree or PG Diploma and take the seats assigned to them. Seats of candidates shall be arranged faculty wise and all candidates shall be required to appear clean and respectably attired.

[Signature]
[Signature]
 Controller of Examination
 Baba Farid University of
 Health Sciences, Faridkot

15 The following procedure shall be followed:

- (a) The members of the Board of Management shall assemble an hour before the time fixed for the Convocation. The members shall wear the academic robes given to them and wait for arrival of the Chancellor. The Chancellor, on arrival will be received by the Chairman, Board of Management, the Vice-Chancellor, and the Registrar and then conducted to the front of entrance of the Convocation Hall/ Hall of graces, where he will receive salute.

The Chancellor shall then move to the "Hall of Graces" after wearing the academic robes where members of Board of Management and the Senators assemble to pass the graces. Where the Vice Chancellor will introduce the members of Board of Management, Senators, Dean of Various Faculties, Members of Academic Council, Recipient of honorary degrees to the Chancellor.

- (b) The graces of the Board of Management and the Senate on behalf of the candidates for admission to the various Degrees or PG Diplomas will be supplicated by the Deans of faculties or by other person(s) nominated by the Vice-Chancellor in the following order :-

- (i) RESEARCH DEGREES
- (ii) FACULTY OF MEDICAL SCIENCES
- (iii) FACULTY OF DENTAL SCIENCES
- (iv) FACULTY OF AYURVEDA
- (v) FACULTY OF HOMOEOPATHY
- (vi) FACULTY OF NURSING
- (vii) FACULTY OF PHYSIOTHERAPY

- (c) The formula to be used for each grace shall "mutatis mutandis" be as follows:-

Mr Chancellor, I move that a grace of the Board of Management be passed that those persons who have been examined and found qualified for the Degree/PG Diploma, of _____ be admitted to that degree.

- (d) Whereupon the Chancellor shall put the question "Does it please you that this grace be passed?"

The Board of Management and the Senate shall answer : " Yes, sir/madam, we pray that this grace be passed."

The Chancellor shall say "This grace is passed."

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(e) After all the graces are passed, The Chancellor, the Chairman of the Board of Management, the Vice-Chancellor, the Members of the Board of Management and the Senate, the Chief Guest, recipients of honorary degree, Members of the Academic Council and the Deans of Faculties in their academic robes shall proceed in procession, in pairs, to the Convocation where the Degrees are to be conferred.

The following shall be the order of the Academic Procession:-

1. Registrar
2. **Members of Academic Council**
3. Deans of Faculties
4. Members of Senate
5. Members of Board of Management
6. Recipients of honorary degree/Chief Guest
7. Vice-Chancellor
8. Chairman of Board of Management
9. Chancellor

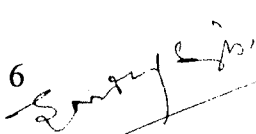
On the procession entering the Hall, the candidates, guests and invitees shall rise from their seats and remain standing until the Chancellor, the Chairman Board of Management, the Vice-Chancellor, the Members of the Board of Management and the Senate, the Chief Guest, recipients of honorary degree, Members of Academic Council, the Deans of Faculties and the Registrar have taken their seats.

16 After the Chancellor, the Chairman, Board of Management, the Vice-Chancellor, the Members of the Board of Management and the Senate, the Chief Guest, recipients of honorary degree, Members of Academic Council, the Deans of Faculties and the Registrar have taken their seats,

The Vice-Chancellor will say:- *"Mr. Chancellor, the Convocation of the Baba Farid University of Health Sciences has been called by you to confer Honorary Degree (s) on those person (s) whom the Board of Management have decided to confer Honorary Degree (s) and to confer Degrees and PG Diplomas upon the candidates who have been examined and found qualified to be worthy of the same, so I request you to declare the Convocation open."*

The Chancellor then shall say:-

"I declare this convocation open."

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 Controller of Examination
 Baba Farid University of
 Health Sciences, Faridkot

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The Chancellor shall then ask

- (a) " Let _____ (the candidate (s)) for Honorary Degree (s) be presented."

(The recipient person (s) shall rise from their seat only when he/she is presented to the Chancellor) and will resume his/her seat only after receiving the Degree from the Chancellor.

The Vice Chancellor/Registrar/ any other person nominated by the Worthy Vice Chancellor, bow to the Chancellor and read the citation which shall begin with the following prayer to the Chancellor.

May I, Mr. Chancellor, now present to you Dr./Mr./Ms. _____ and pray that he/she be conferred upon the degree of _____ (Honoris Causa) of Baba Farid University of Health Sciences.

At the end of the citation, the Chancellor will say:

"By virtue of the authority vested in me as Chancellor of the Baba Farid University of Health Sciences, I confer upon you the degree of _____ (Honoris Causa) in token thereof, I present to you this degree and authorize you to wear the robes ordained as the insignia of your degree."

Dr./Sh. _____ will receive Honorary Degree from the Chancellor and resume his/her seat.

17

After the presentation of Honorary Degree(s) is over, the Chancellor shall say, " Let all the candidates for Degrees and Diplomas stands forward and make the promises."

When the candidates stand, the Chancellor shall put to them the following questions:-

Chancellor: "Do you sincerely promise and declare that if admitted to the Degrees and Diplomas for which you are qualified candidates and for which you have been recommended, you will uphold the values of your profession and you will in your daily life and conversation conduct yourselves as becomes the members of this University?"

Candidate (s) I do promise.

Chancellor: " Do you promise that to the utmost of your opportunity and ability, you will support and promote the cause of morality and sound learning?"

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Santosh Singh

Lavinder Kaur

Controller of Examination
Baba Farid University of
Health Sciences, Faridkot

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Candidate (s) I do promise.

Chancellor: "Do you promise that you will, as far as in you lives, uphold and advance social order and the well being of your fellowmen?"

Candidate (s): *I do promise.*

Chancellor: "Do you promise that you will faithfully and carefully fulfil the duties of the profession, that you will, on all occasions, maintain their purity and reputation and that you will never deviate from the straight path of their hon'ble exercise by making your knowledge sub-servient to unworthy ends?"

Candidate (s): *I do promise.*

Chancellor: " Do you promise to promote the unity, integrity and secular ideas of our Country and to sincerely endeavour to serve the afflicted sick and ailing patients under your care and all those who need your services to the best of your ability without any consideration of caste, creed or status?"

Candidate (s): *I do promise.*

(Then all the candidates shall resume their seats.)

Note : Chancellor or representative of the Chancellor will put the above written questions to the candidates

18 (i) The Deans of Faculties/Registrar/or any other person nominated by the Worthy Vice Chancellor in presenting the candidates for degrees shall bow before the Chancellor and shall say:

"Mr Chancellor, I present to you in accordance with the grace of the Board of Management, just passed by you, the candidates whose names are herewith submitted for admission to the Degrees / PG Diplomas of the Baba Farid University of Health Sciences."

The Chancellor shall than say:

" By virtue of the authority vested in me as Chancellor of Baba Farid University of Health Sciences, I confer upon you the respective Degrees/PG Diplomas of the University, in token thereof I present to you this degree/ PG diploma and I authorize you to wear the gown and hood ordained as insignia of your qualification."

[Signature]

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Then the candidates shall be presented to the Chancellor by the Deans of the respective faculties or by any other person (s) nominated by the Vice-Chancellor in the following order, of the Faculty wise list as given in 15 (b)

Degrees to be given "in person"

- (a) D.Sc
 - (b) Ph.D
 - (c) D.M
 - (d) M. Ch
 - (e) M.D.
 - (f) M.S.
 - (g) M. Sc in medical subjects such as (Anatomy, Biochemistry, Microbiology, Physiology)
 - (h) M.Sc (Med Lab Tech)
 - (i) P.G.Diplomas
 - (j) M.D.S.
 - (k) MD (Ay.)
 - (l) MD (H)
 - (m) M.Sc (N)
 - (n) M.P.T
- (o) *All the Degrees of the constituent colleges*

Note :-Candidates for the concerned Degrees/PG Diplomas being presented shall remain standing till the Chancellor admits them to the respective Degree and the candidates who were standing will resume their seats after having been admitted to their respective degrees/ PG diplomas.

- (ii) After the candidates for all the Degrees and PG Diplomas have been presented "in person" and Chancellor has admitted them to the respective Degrees/ PG Diplomas, the person nominated by the Vice-Chancellor shall rise and bow to the Chancellor and request the Chancellor to admit the candidates for the Degrees and PG Diplomas "in absentia" in following words:-

"Mr. Chancellor, I move that the candidates whose names are herewith submitted and who have been certified after examinations to be duly qualified to receive their Degrees/PG Diplomas be admitted to the respective Degrees in absentia."

The Chancellor shall then say:

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Randeep Singh
Controller of Examinations
Baba Farid University of
Health Sciences, Faridkot

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"By virtue of the authority vested in me as Chancellor of Baba Farid University of Health Sciences, I confer upon these candidates "in absentia" the respective Degrees/PG diplomas of the University, in token thereof permit the Registrar to present them with their Degrees and PG Diplomas and authorize the Degree holder to wear the gown and hood ordained as the insignia of the Qualifications."

- 19 When all the candidates for the Degrees/ PG Diplomas have been presented, the Registrar shall lay the record of the Degrees, which have been conferred upon before the Chancellor, who shall sign the same.
- 20 After the ceremony for presenting the degrees/PG diplomas is concluded, the Registrar or any other person nominated by the Worthy Vice Chancellor will read out the names of the candidates who have been declared entitled to medals and prizes at the level of graduate and Postgraduate Degree/Diploma examinations. As he reads out each name, the candidate shall come to the dias and receive the Medal/Prize from the Chancellor.
- 21 When all medals and prizes have been presented, the Vice-Chancellor will present the report reviewing the activities of the University and then request the Chancellor/ the Chief Guest to address the gathering at the Convocation.
- 22.1 The Chief Guest will deliver the Convocation Address followed by the address by the Chancellor.
- 22.2 Then one of the members of the Board of Management/Senate nominated by the Chairman, Board of Management/Vice-Chancellor shall rise and move the motion of vote of thanks to the Chief Guest and invitees.
- 23 Then the Vice-Chancellor shall say :
- " Mr Chancellor, I request you to dissolve the Convocation."*
- Then the Chancellor shall say :
- I hereby declare Convocation dissolve.*
- 24 Then National Anthem will be played (All present will stand).
- 25 After the National Anthem, the Chancellor, the Chairman of the Board of Management, the Vice-Chancellor, the Chief Guest, recipients of honorary degrees, the Members of the Board of Management/Senate, Members of Academic Council, the Deans of the Faculties and the Registrar

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shall retire in procession and move from the Convocation Hall in procession in the same order in which they entered.

As far as possible the procedure laid down for University convocation shall be followed at the Institutional convocation.

Guests (Invitees) and candidates shall remain standing in their seats till the entire procession reaches the Grace Committee Room and disperse only after the Chancellor, the Chief Guest, the recipients of Honorary Degrees, the Vice-Chancellor and all other members of the procession have departed.

ACADEMIC ROBES

The Academic Robes for the Chancellor, the Chairman Board of Management, the Vice-Chancellor, the Members of Board of Management, the Registrar, the Deans of Faculties/Principal of constituent college/Members of Academic Council and the candidates for the various Degrees and PG Diplomas shall be presented as below:-

- | | | | | |
|-----|---|------|---|---|
| (1) | CHANCELLOR | Gown | : | Black heavy silk with golden facing |
| | | Sash | : | Black with golden border |
| | | Cap | : | With gold tassel./ Or
Turban /headdress as the person holding the office is accustomed to wear. |
| (2) | CHAIRMAN
BOARD OF MANAGEMENT | Gown | : | Black heavy silk with golden facing |
| | | Sash | : | Black with golden border |
| | | Cap | : | With gold tassel./ Or
Turban /headdress as the person holding the office is accustomed to wear. |
| (3) | VICE-CHANCELLOR | Gown | : | Black heavy silk with golden facing |
| | | Sash | : | Black with golden border |
| | | Cap | : | With gold tassel./ Or
Turban /headdress as the person holding the office is accustomed to wear. |
| (4) | MEMBERS OF BOARD
OF MANAGEMENT | Gown | : | Black silk with silver facing |
| | | Cap | : | With silver tassel/ Or
Turban /headdress as the person holding the office is accustomed to wear. |
| (5) | Senators | Gown | : | Black with silver facing |
| | | Cap | : | With black silk tassel/ Or |

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Turban /headdress as the person holding the office is accustomed to wear.

- (6) **Person's whom honorary degree's is presented**
- | | | |
|------|---|------------------------|
| Gown | : | Black |
| Cap | : | With black silk tassel |
- After the conferration of degree he will wear maroon Grown with Golden Facing along with Maroon cap/ Or
Turban /headdress as the person holding the office is accustomed to wear.
- (7) **Registrar**
- | | | |
|------|---|-------------------------------|
| Gown | : | Black silk with silver facing |
| Cap | : | With silver tassel/ Or |
- Turban /headdress as the person holding the office is accustomed to wear.
- (8) **DEANS OF FACULTIES**
- | | | |
|------|---|-------|
| Gown | : | Black |
|------|---|-------|
- (9) **Principals**
- | | | |
|------|---|-------|
| Gown | : | Black |
|------|---|-------|
- (10) **Principals of Constituent Colleges**
- | | | |
|------|---|-------|
| Gown | : | Black |
|------|---|-------|
- (11) **Members of Academic Council**
- | | | |
|------|---|-------|
| Gown | : | Black |
|------|---|-------|

(i) Ph. D Degrees

Gown		Hood
Black with Golden facing	:	Red and Silver Grey.

(ii) Super Specialty Degree

	Gown		Hood
(i) M.Ch.	Black with golden facing:		White with brown lining
(ii) DM	Black with golden facing:		White with chocolate lining

(iii) Master's of Degrees

Gown		Hood
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(i) MD	Black with golden facing	:	White golden lined with light mauve
(ii) MS	Black with golden facing	:	White golden lined with light mauve
(iii) MDS	Black	:	White with deep mauve lining
(iv) M.Sc. (Nursing)	Black	:	White with mustard lining
(v) M.Sc. (Anatomy, Physiology & Biochemistry)	Black	:	White with brown lining
(vi) M.P.T.	Black	:	White with pink lining
(vii) MD (Ayurveda)	Black	:	White with light blue lining
(viii) MD (Homoeopathy)	Black	:	White with pink lining
(ix) PG Diploma's	Black	:	White with orange lining

(iv) Bachelor's Degrees

	Gown	:	Hood
(i) MBBS	Black	:	Black with light mauve lining
(ii) BDS	Black	:	Black with plum -coloured lining
(iii) B.Sc. (Medical)	Black	:	Black with yellow lining
(iv) B.Sc. Nursing	Black	:	Black with light green lining
(v) BAMS	Black	:	Black with light blue lining
(vi) BHMS	Black	:	Black with light pink lining
(vii) B.Sc (Medical Lab Tech)	Black:	:	Black with dark blue lining
(viii) BPT	Black	:	Black with red lining

Signature

Controller of Ex.
Baba Farid University
Health Sciences, Faridkot

