

PAMPHLET NO. 4

The Maharaja Sayajirao University of Baroda



(Hand-Book referred to herein is the University
Hand-book—Part II, 1984 edition)

ORDINANCES

1. Substitution of Item Nos. 2 and 13 occurring under the Head 'I. Faculty of Arts' in Ordinance 2, page 71 of Hand-Book—Part II 1984, and subsequently amended vide item No. 1 of Pamphlet No. 1 (S. R. No. 35 of 10.10. 1987 and S. R. No. 49 of 31-7-1985).

(a) Under the head "I. Faculty of Arts item Nos. 2 and 13 have been substituted by the following :

<i>Sr. No.</i>	<i>Name of the Board of Studies</i>	<i>No. of Teachers to be elected</i>
2	Persian, Arabic and Urdu Languages and Literature	3
13.	Library and Information Science	2 "

(b) That Under the head "V" Faculty of Medicine, Ordinance 2, and subsequently amended vide item No. 1 of Pamphlet No. 1 the nomenclature of the Board of Studies at Sr. No. 1 and 2 be amended to read as under, (S. R. No. 9 (7) of 18-4-1987).

<i>Sr. No.</i>	<i>Name of the Board of Studies</i>	<i>No. of Teacher to be elected</i>
1.	Anatomy, Physiology and Biochemistry	15
2.	Pathology, Microbiology, Pharmacology and Forensic Medicine	15

(Note : While amending this Ordinance under Pamphlet No, 1 the subjects: Bio-chemistry and Microbiology were left out from the original Ordinance through oversight and hence the above amendment)

(c) Ordinance 2 Sr. No. 1 under the heading XII—Faculty of Performing Arts has been amended to read as under :—(S. R. No. 15 of 25-6-87).

<i>XII. Faculty of Performing Arts</i>	<i>No. of Teachers to be elected</i>
1. Music (Vocal and Instrumental)	13
2. Dance	5
3. Dramatics	5

(d) Ordinance 2 page 70, under the heading ' VIII Faculty of Agriculture, 1. Agriculture—has been deleted, and heading IX, X, XI, XII and XIII have been re-numbered as heading VIII, IX, X, XI and XII. (S. R. No. 17 of 23-1-88)

2. Amendment of Ordinance 17, page 78 of Hand-Book—Part II 1984. (S. R. No. 24 of 30-7-87)

After sub-clause (iii) Under 0.17, sub-clause (iv) be read as “ Director of Oriental Institute ” and the existing sub-clause (iv) be renumbered as clause (v) After amendment the 0.17 will read as under :

O. 17

- (i) The Vice-Chancellor
- (ii) The Pro-Vice-Chancellor
- (iii) Deans of Faculties
- (iv) Director of Oriental Institute
- (v) Not more than eight persons appointed by the Syndicate, two of whom shall be the members of the Council of Post-graduate Studies and Research.

3. Amendment of 0.44. Clause. 5, 6, 7, 8, 9 and Addition of New Clause 10 of Hand-Book Part II—1984—Pages 109, 110 111 and 112 respectively (S. R. No. 40 of 30-7-87).

O. 44.5 :

After the words “ Ordinary ” the word “ Registered ” has been added in the first line of present O. 44.5.

O. 44.6 :

The present O. 44.6 has been substituted to read as under :

“ In addition to the maintenance and service charges, the 10% of the same shall be charged for consumption of electricity. The institution to which the premises are given shall agree in writing that they would take utmost care to see that no damage is done to the University property; but in case any damage is done, it will be made good by them; and that they will hand over the possession of the premises (including furniture) in the same condition in which it was received by them, to the proper authorities.”

O.44. 7 has been amended to read as under :

The following shall be the maintenance and service charges for the use of the University Premises/Halls/Gardens/lawn/Grounds etc:

Faculty/ Institution	Distinguishing title or number of the room Hall/ Auditorium	Maintenance and Service charges		
		Examina- tion Purposes +per room per session	Educa- tional/ Cultu- ral progra- mmes without ticket	Educa- tional/ Cultural Progra- mmes with ticket
		Rs.	Rs. per day	Rs. per day
1	2	3	4	5
ARTS	Baroda College Central Hall	*	100	250
	Room No. 1 and 27	50	75	100
	Room Nos. 22 to 26 and 28	25	*	*
	Other Class Room	25	—	—
	Lecture Theatres :—			
SCIENCE	Room No. 9—Chemistry	50	75	*
	Room No. 45—Physics	50	75	*
	Room No. 46—Zoology	25	50	*
	Room No. 57—Botany	25	50	*
	Room No. 65—Chemistry	25	50	—
	Lecture Room No. 71—			
	Mathematics Class	25	50	*
Other Class Rooms	25	—	—	

1	2	3	4	5
EDUCATION	Central Hall (100 Chairs)	50	75	100
&				
PSYCHOLOGY	Audio-Visual Room	50	75	100
	T. D. Class	25	50	100
	Other Class Rooms	25	—	—
	Open-Air Theatre	*	100	175
COMMERCE	Room No. 8, 9 and 15	25	50	*
	New Hall (Ground Floor/ Ist Floor/ IInd Floor)	50	75	100
	Other Class Rooms	25	—	—
TECH. and ENGG.	Auditorium (Old Bldg.—Ist Floor)	—	175	250
	Room Nos. 15, 16, 17, 18, 19, 20, 21 of New Building and Room Nos. 23, 36 and 43	25	50	*
	Room No. 26 (New Building)	50	75	100
	Room No. 12 (Old Building)	50	75	100
	Workshop	125	*	*
	Applied Mechanics/Elect. Engg. Lab.	75	*	*
	Other Class Rooms	25	—	—
HOME	Auditorium	*	175	250
SCIENCE	Theory Hall	25	50	75
	Other Class Rooms	25	—	—
PERFORMING ARTS	Dance Hall	25	50	75
	Other Class Rooms	25	—	—
	Open-Air Theatre	*	225	375
	Concert Hall	*	150	—
POLYTECHNIC	Drawing Hall & Laboratory	75	—	—
	Other Class Rooms	25	—	—
LAW	Big Class Room	50	—	—
	Other Class Rooms	25	—	—
GEN. EDU. BLDG.	Big Class Rooms	50	—	—
	Other Class Rooms	25	—	—
FINE ARTS	Class Rooms	25	—	—
	Exhibition Hall	*	180@	—
SOCIAL WORK	Class Rooms	25	—	—
	Auditorium	*	50	—
	Students Lawn	*	50	—

1	2	3	4	5
MANAGEMENT Class Rooms		25	—	—
STUDIES				
	Any other Rooms of any of the Faculties/Institutions not mentioned above	25	—	—

Provided that the S. S. C. Examination Board will be exempted from payment of above mentioned charges.

- Note :—(1) *Means the use of the hall or room is not to be permitted for use for the purpose shown in the heading of the column concerned.
- (2) +means period of 4 hours' duration.
- (3) @means only for the exhibition purpose.
- (4) No premises of the University be provided on long term basis for running the Short-term or Long-term Courses for more than six days to any outside agencies and also to the registered public institutions etc. *except for the examination purposes.*

O. 44.8 has been deleted :

O 449 :

- (a) The words " under 5 (3) " appearing in the second line be deleted.
- (b) The words " Rs. 50 " appearing in the third line be substituted by the words " an amount equal to maintenance and service charges ".*

* After amendment the O. 44.9 will read as under :

All Association or bodies which are granted permission to use the University premises for the purposes mentioned above will be required to pay a deposit of an amount equal to maintenance and service charges to the Head of the Institution concerned against possible damage to furniture, fitting etc. It will be their duty to see that no damage is done to the University property and that any damage so done shall be made good by them. In case they fail to do so, the damage will be made good at their expenses by the University and the cost will be recovered from them. The deposit will be returned to them only after the Head of the Institution is satisfied that no damage is done to the University property or the damage done is made good by them and that the possession of the hall (or halls) etc. has been received in the same condition in which it was given.

O. 44.10 :

The following new Clause (10) be added :

- (10) " No premises should be given to any individual or private organisation for any purpose including the religious functions ".

4 Amendment of Ordinances Nos. 65, 71, 91, 96, 132 and 156 in Chapter V, page Nos. 128, 129, 132, 133, 136 and 140 respectively of Hand-Book Part II 1984 (S. R. No. 18 of 25 6-87) as follows :

O. 65.

The Students who are enrolled at the time of issuing the notice of election by Returning Officer shall have right to vote and/or to contest the election for the respective academic year.

O. 71.

On 30th April of every year all the Members of the Executive Committee shall hand over the charge of their Offices to the President.

O. 91 :

The Executive Committee shall remain in office from the day of declaration of the election results till 30th April of every year.

O. 96 :

Changes in the Constitution of the Union and in these Ordinances can only be made by the Syndicate of the University either (1) on the motion of the General Body of the Union and the Executive Committee or (2) on their own initiative after obtaining the opinion of the General Body of the Union and the Executive Committee on the proposed changes, or (3) on the initiative of the syndicate when the Executive Committee and the General Body are simultaneously not in existence.

O. 132 :

The polling will be held by means of printed Ballot papers, ordinarily within six weeks from the start of Academic Year/Semester but in any case it shall not be held later than 30th September of every year irrespective of the academic year of the various Faculties/Institutions. The nomination paper shall contain the date of birth of the proposed candidate, verified by Faculty Office.

O. 156 :

The Union will have a regular administrative office, which will be under the control of the President. One clerk and two Peons will be spared by the University as and when required. The President shall have custody of the dead stock articles and records of the Union. The President, in consultation with the Patron, may also engage such other staff as and when required and the expenditure thereof will be met from the Union fund or from the funds earmarked for the respective activities.

5. Addition of Ordinance 195-F after O. 195-E on page 163 of Hand-Book Part II 1984 (S. R. No. 26 of 30-10-87).

The following O. 195-F has been added after O. 195-E to read as under :

“ Ordinance-195-F.

(1) In case a candidate who has appeared for the University examination is not satisfied with the assessment of his/her answer-book/s in any paper/s he/she may apply for reassessment for his/her answer book/s *in the prescribed form of application* to the Registrar, M. S. University of Baroda.

(2) No application for reassessment of marks/grades obtained at the internal tests/practicals, viva voce, thesis, dissertation, term work etc. shall be entertained by the University.

(3) Every application for reassessment should reach the Registrar through the Dean of the concerned Faculty/Head of the Institution within 15 days from the date of declaration of respective examination results alongwith a deposit of Rs. 100/- (Rupees One hundred only) per paper to be paid either in cash or by means of Demand Draft drawn in favour of “ The Registrar, M. S. University of Baroda. ”

(4) In case of a subject consisting of more than one paper a separate deposit shall be paid for each paper and only one application be made for the purpose.

(5) Students belonging to SC/ST/Denotified Tribes and Socially and Educationally backward class according to Baxi Punch will however be required to pay a deposit of Rs. 50/- (Rs. Fifty only) per paper subject to condition that he/she shall have to produce a certificate to that effect from the competent authority.

(6) Application received after the due date or not accompanying with the deposit and other details required in the prescribed application form shall not be entertained and no correspondence in that respect will be made by the University.

(7) On receipt of the application in the office of the Registrar, the Vice-Chancellor in consultation with such persons as may be deemed fit by him, will appoint one Examiner from outside the University to reassess the answer-book/s in the subject/s concerned.

(8) (a) If as a result of reassessment, the difference between the original assessment and the reassessment by the examiner appointed under O. 195-F (7) above exceeds 10% of the maximum obtainable external marks of the paper, the answer-book/s of the concerned subject/s will be sent to another external examiner for reassessment and the average of the reassessed marks of both the subsequent external examiners will be worked out and that average will be taken as the final marks for the paper/s concerned.

(b) No modification or change in the original marks shall be made if the difference between the original assessment and the reassessment is 10% or less.

(9) (a) If as a result of reassessment the grade awarded by the second examiner appointed under O. 195-F (7) above differs from the grade awarded by the original examiner, the answer-book/s will be sent to the another external examiner for reassessment and the average of actual grade points of the subsequent two examiners be worked out and the grade arrived thereafter, be taken as final grade for the paper/s concerned.

(b) No modification in the original grade shall be made if the second external examiner appointed under O. 195-F (7) awards the same grade as that of the original examiner.

(10) The reassessment will also include verification of marks. If on verification of marks it is found that the marks originally found in the marks list issued to a candidate are required to be changed as a result of verification, the changed marks shall be considered as original marks for the purpose of reassessment, after ascertaining from the candidate concerned that he is still interested for reassessment of his answer-book/s.

(11) (a) If as a result of reassessment, the mark/grade of the candidate are modified or changed, the full amount of deposit will be refunded to the candidate concerned.

(b) In other cases the amount of deposit will be forfeited.

(12) (a) The candidates applying for reassessment shall given an undertaking in writing to the effect that the result of re-assessment of his answer-book/s shall be binding on him and that he shall accept the revised marks that may be assigned to his paper/s by the second examiner.

(b) The rules of condonation of marks as laid down under Ordinance 282 shall be made applicable for determining the result of such cases, subsequent to reassessment.

(c) The relevant Ordinance 282 regarding gracing under grade system be made applicable for determining the result of such cases, subsequent to reassessment.

(13) Till such time as the result of reassessment of answer-book/s applied for, is communicated to the candidate, the original result of the candidate shall be considered unchanged for all purposes.

(14) If as a result of reassessment of answer-book/s a candidate who was declared failed, passes at the examination and if his result is so modified after the commencement of the academic term, he shall be eligible to seek admission to the next higher class, in accordance with the relevant Ordinances, Rules and Regulations framed by the University in that behalf from time to time.

(15) The result of reassessment will be declared as far as possible within a period of six weeks from the last date fixed for the receipt of application for reassessment.

(16) The Scheme of Reassessment be made effective from 1st November, 1987."

**THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA
VADODARA**

APPLICATION FOR RE-ASSESSMENT OF ANSWER-BOOK (S)

- Note : (i) Candidates should read the rules regarding re-assessment of answer-book (s) prescribed under O. 195-F before filling in this application form.
- (ii) Incomplete application/s received after the due date or not accompanied with the prescribed amount of deposit shall not be entertained.

To
The Registrar,
M. S. University of Baroda
Vadodara-390 002.

Dear Sir,

I hereby apply for re-assessment of my answer-book (s) in the following subject (s)/Paper (s) as I am not satisfied with the marks obtained by me in the said subject (s)/Paper (s). The necessary particulars are given below :

- | | <i>Surname</i> | <i>Name</i> | <i>Father's Name</i> |
|---|---------------------------|-------------|----------------------|
| (i) Full name of the candidate | | | |
| (ii) Full address for correspondence | | | |
| (iii) Name of Examination | April/Oct /Nov. 198 | | |
| Seat No. | | | |
| (iv) Name/s of the subject/s or Paper/s for which re-assessment is required : | | | |

	Subject (s)	Paper (s)	Mark/Grade obtained		
			External	Internal	Total
1.
2.

(v) The deposit of Rs. for. Papers @ Rs. 100/-per Paper is remitted. +

(a) in cash vide attached Receipt No. dated.....

(b) by Demand Draft No. dated..... drawn on..... Bank.

*2. I have obtained a Statement of marks from the Faculty/University Office bearing No. dated and the passing certificate No. dated..... in respect of the examination for which I have applied for re-assessment.

I have not obtained a statement of marks from the Faculty/University Office.

3. It shall be my responsibility to return to the University all the certificates obtained by me in respect of the examination for which I have applied for re-assessment, when demanded.

4. I also declare that I have read the rules regarding reassessment of answer-books prescribed under O.195-F and that the same are binding on me and I shall accept the revised marks assigned to my paper/s.

5. I am fully aware that the reassessment of answerbooks in an additional facility provided to me with a view to improving upon my result at a preceding University examination on the basis of merit, and it is clearly understood [that delay in the declaration of reassessment result for any reason whatsoever shall not confer any right upon me for admission to a higher class except in accordance with the relevant Ordinances, Rules and Regulations framed by the University in that behalf from time to time.

Place :.....

Date :.....

.....
(Signature of the candidate)

Submitted through The Dean/Principal, Faculty of.....
.....

Forwarded with compliments to the Registrar, M. S. University of Baroda.
The particulars furnished by the candidate are correct as per the Faculty/College records.

.....
(Signature of the Dean/Principal of Faculty/College)

+ In case of SC/ST/SEBC Candidates amount payable is Rs. 50. per Paper.

* Strike off which is not applicable.

(For Office use only)

1. Case registered vide R.N.....Date.....
.....
.....
2. Result of Re-assessment :
.....
.....
3. No. and date under which result of application/re-assessment is intimated to the candidate.

6. Amendment of O. 198H Chapter XXVI-A Page No. 188 of Hand-Book Part II, 1984, and Subsequently amended vide item No. 7 and 8 of Pamphlet No 1 (S R. No. 2 (i) of 10-10-87) as follows :

- (a) The figure of "Rs. 1125/-p.m." shown in Clauses 1, 2, 3 & 4 be substituted by the Figure of "Rs. 1800/- p.m."
- (b) The Figure of "Rs. 1000/- p.m." shown in Clauses 5 & 6 be substituted by the Figure of "Rs. 1600/-p.m."
- (c) The Figure of "Rs. 775/-p.m." shown in Clauses 7 and 8 be substituted by the Figure of "Rs. 1250/-p.m."

After above amendments, the new O. 198-H reads as under :

Whenever the Selection Committee has not been able to recommend sufficient number of candidate/s for the post of Professor, Reader, Lecturer or Senior Instructor or a temporary or leave vacancy occurs in this post and there is a need to make some arrangement immediately for teaching, the Vice-Chancellor shall have power to make temporary appointments of the following persons against the vacant post of Professor, Reader, Lecturer or Senior Instructor for a period not exceeding one year. They will be designated as Teaching Assistants and they shall receive consolidated salary as mentioned below :

1. Holders of Master's Degrse in Ist Class or High Consolidated Salary of
Second Class with consistently good academic Rs. 1800/- p.m.
record as prescribed by the University in Huma-
nities, Social Sciences, Sciences, Home Science,
Art History and Museology subjects.
2. Holder of C.A./I.C.W.A. with M.Com. Degree. Consolidated Salary of
OR Rs. 1800/- p.m.
Holders of C.A./I.C.W.A. with at least Second
Class B.Com. Degree.

3. Holders of Master's Degree in Ist Class. Consolidated Salary of
OR
Rs. 1800/- p.m.
Holders of Master's Degree with Bachelor's Degree in Ist Class in Engineering/Technological subjects.
4. Holders of Master's Degree in Architecture. Consolidated Salary of
Rs. 1800/- p.m.
5. Holders of Master's Degree in Ist or IInd Class Consolidated Salary of
in Humanities, Sciences, Social Sciences, Home Rs. 1600/- p.m.
Science, Art History and Museology subjects but not having consistently good academic record as prescribed by the University.
6. Holders of Bachelor's Degree in Ist or IInd Class Consolidated Salary of
in Engineering Technology, Architecture, Fine Rs. 1600/- p.m.
Arts, Music, Dance, Dramatics and such other specialised subjects.
7. Holders of Diploma in Ist Class or IInd Class Consolidated Salary of
with atleast 3 years of teaching and/or Professional Rs. 1250/- p.m.
experience in Engineering for appointment at the *Polytechnic* and atleast *five years* of teaching and/or professional experience in *Fine Arts, Music, Dance, Dramatics* and such other specialized subjects for appointment in the Institute concerned.
8. Traditional or Professional Artists with Professional Consolidated Salary of
achievement in the subject concerned with Rs. 1250/- p.m.
combined teaching and/or Professional experience of atleast five years, in Music College and/or Faculty of Fine Arts.

Such appointments when made shall be reported to the Syndicate,.

The above amendment will come into effect from 1-9-1987 and onwards.

7 Amendment of Ordinance 199-A Page 191 of Hand-book Part-II 1984
(S. R. No. 26 of 21-11-1987) :

Ordinance 199-A has been amended to read as under :

O. 199-A

A candidate for appointment to a post in the University service is required to apply to the Registrar, for Blank forms of application and the details about the requirements for the post on payment of Rs. 2/- by way of Demand Draft

or in cash. The candidates belonging to Scheduled Castes and Scheduled Tribes will be required to pay Rs. 00.50 by way of Indian Postal Order or in cash. The Application forms duly completed in all respects along with Demand Draft or Cash Receipt obtainable from the Accounts Section of the Registrar's Office, to cover the prescribed fees for the post is as follows :

1. Rs. 4.00 for one form for applying for posts in the grades with a maximum of Rs. 1040.00. The candidates belonging to Schedules Castes and Scheduled Tribes will pay Re. 1/- only.
2. Rs. 8.00 for one form for applying for posts in the grades with a maximum from Rs. 1041/- to Rs. 1600/-. The candidates belonging to the Scheduled Castes and Scheduled Tribes will pay Rs. 2/- only.
3. Rs. 10-00 for posts in the grades with a maximum of Rs. 1601/- and above. Six Xerox Copies of the original application form completely filled in be also submitted by the candidate applying for the post of Professor/Reader and their equivalents. The candidates belonging to Scheduled Castes and Scheduled Tribes will pay Rs. 2.50 only".

8. Addition of Clause 4 below clause 3 of Ordinance. 211—Extra Ordinary Leave on page. 223 of Hand Book Part II, 1984, subsequently amended vide item 5 of Pamphlet No. 2 (S.R. No. 41 of 24-12-87)

The following new clause 4 below clause 3 of Ordinance 211 has been added :

4. " Such Extra-Ordinary leave will not be granted by the university for the purpose of Visit abroad unless there are specific genuine reason to grant such leave by the Syndicate. "

9. Substitution of Ordinance 221 (ii) page No. 236 and 237 of Hand Book Part. II—1984 (S. R. No. 45 of 10-10-87)

Ordinance 221 (ii) on page No. 236 and 237 of Hand Book Part. II. 1984 has been Substituted by the following w.e.f. 1987-88 :

- (ii) (a) Every year Three Research Scholarship of the value of Rs. 800/- per month each, tenable for a period of 3 years with an annual contingent grant of Rs. 1500/- towards expenses on apparatus, chemicals, equipment, books, journals, photostat copies, micro-films, typing (including thesis), stationery, postage, field work/travel etc. may be awarded.
- (b) Every year two Post-doctoral Fellowships of the value of Rs. 1,200/- p.m. each tenable for a period of one year only must be awarded. The Post-doctoral Fellowship will carry a contingent grant of Rs. 2500 per annum for approved contingent expenditure.

10. Amendment of clause (v) of Ordinance 260—A Page 274 of Hand-Book Part II—1984 (S. R. No. ~~24~~ ^{24-A} of 31-7-1986)

On amendment Clause (v) of O. 260 A has been Substituted to read as under:

O. 260. A (v)— Whenever the Vice-Chancellor ^{Pro-Vice-Chancellor} travels on University business within India, in lieu of halting allowances he be paid/reimbursed the full amount of expenditure incurred by him when the amount so spent is more than the halting allowance.

11. Amendment of Sub-clause (d) of clause 1 in Ordinance 260-N Page 281 of the Hand-Book Part II-1984 Subsequently amended vide item No. 7 of Pamphlet No. 3 (S R. No 46 of 10-10-87).

On Amendment Sub-clause (d) of clause 1 in Ordinance 260-N will read as under :

(d) Daily Allowance shall be paid for the period commencing from the time of departure from Baroda till the time of arrival back at Baroda be calculated as under :

D.A. to	Rs. 30/-per day for other cities
Manager/Coach	Rs. 40/-per day for Bombay, Delhi Calcutta & Madras.
D.A. to	Rs. 25/-per day for other cities
Players/Attendant	Rs. 30/-per day for Bombay, Delhi, Calcutta & Madras.

Vadodara,
Dated : 10th March, 1988.

R. V. KOTHARI
University Registrar