

MAHARSHI DAYANAND UNIVERSITY ROHTAK

The Executive Council in its meetings held on 02.07.2018 and 13.08.2018 has approved the amendments/modifications to various Ordinances and Rules & Regulations as per Annexure-I and II, respectively. **These amendments/modifications are being sent for keeping the record up-to-date.**

REGISTRAR

Endst.No.AC-IV/CS/18/ 21936-22025 Dated: 27/8/18

A copy of the above is forwarded to the following for information and necessary action:

1. The Secretary to Governor-Chancellor, Haryana Raj Bhavan, Chandigarh.
2. The Director General, Higher Education, Haryana, Shiksha Sadan, Sector-5, Panchkula.
3. The Registrar, Kurukshetra University, Kurukshetra.
4. The Controller of Examinations, M.D.University, Rohtak.
5. University Librarian, Vivekananda Library, M.D.University, Rohtak.
6. The Dean, Students' Welfare, M.D.University, Rohtak.
7. All the Heads of the University Teaching Departments, M.D.University, Rohtak.
8. The Chief Warden (Boys), M.D.University, Rohtak.
9. The Chief Warden (Girls), M.D.University, Rohtak.
10. All the Branch Officers, M.D.University, Rohtak.
11. The Joint Director (Audit), M.D.University, Rohtak.
12. The Director, University Computer Centre, M.D.University, Rohtak. He is requested to **kindly upload the same on the University website at appropriate place.**
13. OSD to Vice-Chancellor, M.D.University, Rohtak.
14. OSD to Registrar, M.D.University, Rohtak.
15. Superintendent (Acad.-II), M.D.University, Rohtak.
16. AC-II and VI Sets, Academic Branch, M.D.University, Rohtak.


Assistant Registrar (Academic)
 for REGISTRAR

ANNEXURE- A/1**MAHARSHI DAYANAND UNIVERSITY ROHTAK
*ORDINANCES***

Revision of Sports Registration Fee from Rs. 120/- to Rs. 200/- per head per annum (Rs. 150/- to be remitted to the University and Rs.50/- to be retained by the college/institute concerned) at par with Kurukshetra University, Kurukshetra w.e.f. session 2018-19 (**Appendix C/1 page 1**).

[E.C. Reso. No. 8 of 02.07.2018]

To replace P.G. Diploma in Guidance and Counseling as Advanced P.G.Diploma in Guidance and Counseling AND Advanced P.G.Diploma In Remote Sensing be read as Advanced P.G.Diploma In Remote Sensing & GIS w.e.f the session 2018-19.

[E.C. Reso. No. 10 of 02.07.2018]

Introduction of National Service Scheme (N.S.S.) as an Elective Subject at UG level from the session 2018-19.

[E.C. Reso. No. 11 of 02.07.2018]

Amendment in Clause-11.2 of the Ordinance for Bachelor of Architecture and be made applicable w.e.f. the academic session 2017-18:

Original	Amended
<p>Clause-11.2 For promotion to 3rd semester, a student must have passed at least 50% papers of 1st semester. For promotion to 5th semester, a student must have passed all papers of 1st semester. Students to the other semesters will be promoted automatically.</p> <p>However, this clause is subject to fulfilment of conditions as laid down in Clause-7 of the Ordinance.</p>	<p>Clause-11.2 A candidate shall get promoted to the next Semester/Class automatically subject to fulfilment of the conditions as prescribed in Clause-7. For promotion to 5th semester, a student must have passed at least 50% papers of all the previous three semesters. Candidates are required to fulfil the eligibility conditions for appearing in the examination of lower semester.</p>

[E.C. Reso. No. 12 of 02.07.2018]

Amendment in Clause-19 of the Ordinance “General Rules for Examinations”:

Original	Amended
<p>Clause-19 The Post Graduate students will have to submit the Dissertation/Project Work/Term Paper/Training Report/ Field Trip Report etc. latest by 31st July to their respective Head/ Director/Principal of the Department/ Institute/College. However, in case of M.Phil. & LL.M., the dissertation will have to be submitted to the Controller of Examinations/Secrecy Branch by 31st December of the same academic year. However, after the last date the same may be accepted on payment of the following penalty:</p> <ul style="list-style-type: none"> i) Within normal period: No penalty. ii) After expiry of normal period: <ul style="list-style-type: none"> a) Up to 4 months: Rs. 500/- b) After 4 months and up to 6 months: Rs.1000/- c) After 6 months and up to one year: Rs. 1500/- d) After expiry of the extended period under clause (c) above and up to one year: Rs. 2500/- <p>No further extension will be granted and the result will be declared treating the candidate as absent, except that the Vice-Chancellor may allow further extension of not more than one year with further penalty of Rs. 3000/- (Total Rs. 5500/-) as he may deem fit in a hard and deserving case to his/her satisfaction. A candidate, who submits his/her dissertation/Project report etc. after the expiry of normal period with penalty as above, will not be entitled to the University Medal.</p>	<p>Clause-19 The Post Graduate students will have to submit the Dissertation/Project Work/Term Paper/Training Report/ Field Trip Report etc. latest by 31st July to their respective Head/Director/ Principal of the Department/Institute/ College. However, in case of M.Phil. the dissertation will have to be submitted to the Controller of Examinations/Secrecy Branch by 31st December of the same academic year. However, after the last date the same may be accepted on payment of the following penalty:</p> <ul style="list-style-type: none"> i) Within normal period: No penalty. ii) After expiry of normal period: <ul style="list-style-type: none"> a) Up to 4 months: Rs. 500/- b) After 4 months and up to 6 months: Rs. 1000/- c) After 6 months and up to one year: Rs. 1500/- d) After expiry of the extended period under clause (c) above and up to one year: Rs.2500/- <p>No further extension will be granted and the result will be declared treating the candidate as absent, except that the Vice-Chancellor may allow further extension with further penalty as he/she deem fit in a hard and deserving case to his/her satisfaction. A candidate, who submits his/her dissertation/Project report etc. during the extended period with penalty as above, will not be entitled to the University Medal.</p>

[E.C. Reso. No. 13 of 02.07.2018]

Addition of Clause-13.1 under Clause-13 in the “General Rules for Examinations” as under:

- 13.1 - Unless otherwise provided, a person who has already passed an examination of this University or any other University shall not be permitted to appear in that examination again.

[E.C. Reso. No. 14 of 02.07.2018]

Fixation of seats in the Colleges for various Courses (**Appendix C/2 pages 2-4**).

[E.C. Reso. No. 17 of 02.07.2018]

Introduction of LL.M 2-year programme (Evening Shift) at MDU Centre for Professional & Allied Studies, Gurugram with an intake of 30 students under SFS from the session 2018-19. The Fee-structure will be at par with LL.M 2-year Course under SFS in the Morning Shift.

[E.C. Reso. No. 25 of 02.07.2018]

Introduction of MBA 5-year program at MDU Centre for Professional & Allied Studies, Gurugram with an intake of 60 students under SFS from the session 2018-19. The Fee-structure will be at par with that of MBA 2- year program already run in the MDU Centre for Professional & Allied Studies, Gurugram.

[E.C. Reso. No. 26 of 02.07.2018]

Amendments in the Rules appearing under Chapter VI of University Calendar Volume-II (Part –B), “Migration, Enrolment & Fee Details”:

Original	Amended
If a college /Institute fails to submit the documents/Certificate along with the hard copy of RR, the late fee as under will be charged as prescribed schedule:-	If a college /Institute fails to submit the documents/Certificate along with the hard copy of RR, the late fee as under will be charged as prescribed schedule:-
(a) For 1-15 days late after the expiry of normal due date: 750/- per student	(a) For 1-15 days late after the expiry of normal due date: 750/- per student
(b) For 16-30 days late after the expiry of normal due date: 1500/- per student	(b) xx xx xx
(c) For 31-45 days late after the expiry of normal due date:	(c) xx xx xx

<p>2500/- per student</p> <p>(d) For one week before commencement of examination and after that no request will be considered in any circumstance: 5000/- per student with the permission of the Vice-Chancellor.</p>	<p>(d) xx xx xx</p> <ol style="list-style-type: none"> 1. The student(s) should not be made liable to pay fine as per the above provisions, if he/she is not at fault. But, the office must examine the case minutely to establish the fact that the student is not at fault, on the basis of the recommendations received through the Principal/Director/HOD concerned. 2. The student be also not made liable to pay late fee on this account if the result is declared late by the University. 3. In case, after examining the case by the office, it is established that the fault lies with the College/Institute/UTD, then the Principal/Director/ HOD or the person concerned be made liable to pay the fine on this account and the Vice-Chancellor be authorized to consider all such cases to remove the hardship, in relaxation of rules only when the request is received from the College/Institute/UTD and it is established that the student(s) is/are not at fault. 4. A proper proforma be devised for submission of documents and it should be annexed in the Prospectus/ Admission Brochure for the session 2018-19 at the time of admission wherein the College/ Institute/ UTD must issue a receipt by giving full details of the receipt of the documents. It should be in duplicate and the one copy may be issued to the student concerned and the other one be maintained in the College/ Institute/UTD.
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[E.C. Reso. No. 28 of 02.07.2018]

Amendment in Clause-20 "Viva-Voce Examination and Award of Degree" of Ph.D Ordinance:

Clause No.	Original	Amended
20.1	<p>The viva-voce examination shall be held by a Board of Examiners consisting of Supervisor and one of the external examiners who evaluated the thesis, to be nominated by the Vice-chancellor, within a period of one month of the receipt of reports of evaluation of the thesis.</p> <p>XX XX XX</p>	<p>The viva-voce examination shall be held by a Board of Examiners consisting of Supervisor and one of the external examiners who evaluated the thesis, to be nominated by the Vice-chancellor, within a period of one month of the receipt of reports of evaluation of the thesis.</p> <p>However in the event of non-availability of Supervisor with cogent reasons, in conducting the viva-voce, the concerned Head of the department shall act as Supervisor.</p> <p>XX XX XX</p>

[E.C. Reso. No. 29 of 02.07.2018]

Establishment of "Maharshi Dayanand University Faculty Development Centre (MDUFDC)" (**Appendix C/3 pages 5-9**).

[E.C. Reso. No. 31 of 02.07.2018]

Sd/-
Assistant Registrar (Academic)
for REGISTRAR

MAHARSHI DAYANAND UNIVERSITY ROHTAK
RULES & REGULATIONS

Addition of Clause-34 in Leave Regulations Chapter-23 of University Calendar Vol.III regarding 'Paternity Leave' by adopting the Clause-47 of Haryana Civil Service Rule-2016 (**Appendix C/4 page 10**):

Original	Amended						
<p><u>Clause-33</u> <u>Child Care Leave (CCL):</u></p> <p>Women employees will be entitled to grant of Child Care Leave (CCL) as under:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">xxx</td> <td style="width: 33%;">xxx</td> <td style="width: 33%;">xxx</td> </tr> <tr> <td>xxx</td> <td>xxx</td> <td>xxx</td> </tr> </table>	xxx	xxx	xxx	xxx	xxx	xxx	<p><u>Clause-33</u> <u>Child Care Leave (CCL):</u></p> <p>No Change</p> <p><u>Clause-34</u> <u>Paternity Leave:</u></p> <p>(1) A male University employee with less than two surviving children may be granted Paternity Leave by the Head of the Department/ Offices/Branch Officer for a period of 15 days during the confinement of his wife or from the date of valid adoption of a child of less than one year.</p> <p>(2) During such period of 15 days, the leave salary as admissible while on earned leave shall be paid.</p> <p>(3) The recognized holidays and Sunday(s) falling during such leave shall also be treated as paternity leave.</p> <p>(4) If paternity leave is not availed of within the period specified in sub-rule (1) such leave shall be treated as lapsed.</p> <p>The paternity leave may not normally be refused under any circumstances.</p>
xxx	xxx	xxx					
xxx	xxx	xxx					

[E.C. Reso. No. 7 of 02.07.2018]

Rules of Research Promotion Policy (**Appendix C/5 pages 11-16**).

[E.C. Reso. No. 15 of 02.07.2018]

Policy for Code of Ethics to check malpractices and plagiarism in research (**Appendix C/6 pages 17-20**).

[E.C. Reso. No. 16 of 02.07.2018]

Amendments in Clause-27(i)(d) of Leave Regulations appearing in University Calendar Vol.III:

Original	Amended
27. Duty leave	27. Duty leave
i) Duty leave may be granted for the following: a) Attending conferences, congresses, symposia and seminars on behalf of the University or with the permission of the University. b) XX XXXX XXXX c) XX XXXX XXXX d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister University or any other academic body; e) XX XXXX XXXX f) XX XXXX XXXX ii) XX XXXX XXXX iii) XX XXXX XXXX iv) XX XXXX XXXX v) Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher invited to share expertise with academic bodies, Government or NGO.	i) Duty leave may be granted for the following: a) Attending conferences, congresses, symposia and seminars when so deputed by the University. b) No change c) No change d) Participating in a delegation or working on a committee appointed by the Central Government, State Govt., the UGC and such other Apex statutory academic bodies of the Government. e) No change f) No change ii) No change iii) No change iv) No change v) deleted

[E.C. Reso. No. 23 of 02.07.2018]

Amendment in Clause-2 of the Rules under the heading "Participation in Seminars/ Conferences/Workshops etc by teachers of University Teaching Department/ Maintained Colleges" appearing in University Cal. Vol.-III:

Original	Amended
1. XX XX XX XX	1. No Change
2. Only those teachers of the University whose papers have been accepted for presentation (reading) or who are invited to be the keynote Speakers or to Chair a session at a national or international conference or who are the office bearers of the Organization/ society / Association which organizes Conference/ Seminar/Workshop may be allowed.	2. Only those teachers of the University whose papers have been accepted for presentation (reading) or who are invited to deliver keynote address/invited talk or to Chair a session at a national or international conference or who are the office bearers of the Organization/ Society/Association which organizes Conference/Seminar/ Workshop may be allowed.
3. XX XX XX XX	3. No change
4. XX XX XX XX	4. No Change
5. XX XX XX XX	5. No change
6. XX XX XX XX	6. No change
7. XX XX XX XX	7. No change
8. xx XX XX XX	8. No change

[E.C. Reso. No. 23 of 02.07.2018]

Amendment in Clause-29(i) of Sabbatical Leave Rules appearing in University Cal. Vol.-III:

29. Sabbatical Leave	
Original	Amended
<p>Sabbatical leave</p> <p>i) Permanent, whole time teachers of the University and colleges who have completed seven years of service as Reader/ Associate Professor or Professor all taken together in the present institute may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the University and higher education system.</p>	<p>Sabbatical leave</p> <p>i) Permanent, whole time teachers of the University and colleges who have completed seven years of service as Reader/ Associate Professor or Professor all taken together in the present institute may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the University and higher education system.</p>

				<p>Provided: (a)He/She is in position to serve the University/Colleges for at least two years after return from leave;</p> <p>(b) He/She shall execute a bond that after the expiry of such leave he/she shall so serve, failing which he/she shall refund to the University the leave salary received by him/her and the interest thereon at bank rate;</p>
ii) XX	XX	XX	XX	ii) No Change.
iii)XX	XX	XX	XX	iii) No Change.
iv)XX	XX	XX	XX	iv)No Change
v)XX	XX	XX	XX	v) No Change
vi)XX	XX	XX	XX	vi) No Change
vii)XX	XX	XX	XX	vii) No Change

[E.C. Reso. No. 23 of 02.07.2018]

Charter of Graduate Attributes to inculcate in the students of M.D.University, in accordance with the Vision, Mission and Core Values (**Appendix C/7 pages 21-24**).

[E.C. Reso. No. 32 of 02.07.2018]

Revision of remuneration for various examination works (**Appendix C/8 pages 25-80**).

[E.C. Reso. No. 34 of 02.07.2018]

Adoption of Haryana Government Office Memorandum No. 2/6/2010-1Pension dated 19.01.2017 and 09.11.2017 (**Appendix C/9 pages 81-84**) prospectively from 01.01.2006 in Chapter-15, University Employees New Pension Scheme, 2008 of the University Calendar, Volume-IV.

[E.C. Reso. No. 38 of 02.07.2018]

Amendment in Clause-13(A), Part-VI of Chapter-8 “the Service & Conduct Rules for non-teaching employees” in University Calendar Volume-III may be amended in terms of the instructions issued by the Chief Secretary to Government Haryana, vide letter No. 18/2/2017-2GS-I dated 22.12.2017 (**Appendix C/10 pages 85-86**):

Original	Amended
<p>13(A) Prohibition of Dowry No University employee shall;</p> <ul style="list-style-type: none"> i) Give or take or abet the giving or taking of dowry; or ii) Demand, directly or indirectly, from the parents or guardian of a bride or bridegroom, as the case may be, any dowry. 	<p>No change</p> <p>13(B) “Every University employee after his marriage shall furnish a declaration to his Head of Department that he has not taken any dowry. The declaration shall be signed by his wife, father and father-in-law”</p>

[E.C. Reso. No. 40 of 02.07.2018]

Adoption of the instructions of the State Govt. issued vide its letter No. 22/104/2014-1GSIII dated 12.03.2018 (**Appendix C/11 page 87**) for grant of reservation, while engaging contractual manpower under Part-I of Outsourcing Policy.

[E.C. Reso. No. 41 of 02.07.2018]

Adoption of revised rates of TA/DA issued by the Finance Department Govt. of Haryana vide letter No.5/27/98-IFR (FD) dated 20.06.2018 (**Appendix C/12 pages 88-94**)

[E.C. Reso. No. 43 of 02.07.2018]

Adoption of Haryana Government Gazette Notification No. 2/23/2016-1Pension dated 03.03.2017 (**Appendix C/13 pages 95-106**) prospectively from 01.01.2016 in Chapter – 16, Pension Rules for University Employees Appointed prior to 1-1-2006 of the University Calendar, Volume – IV for implementation of 7th Pay Commission to the Pensioners (Teaching Staff) of the University.

[E.C. Reso. No. 45 of 02.07.2018]

Core Values of the University (**Appendix C/14 page 107**).

[E.C. Reso. No. 46 of 02.07.2018]

Enhancement of Entertainment Allowance of Director (UCCE), Director (MDUCPAS), Gurugram and Co-Ordinator (DDE) for enhancement of the Entertainment Allowances from Rs. 600 & 1000/- and to bring at par with the office of the Dean of Faculties/Head of Teaching Departments/Dean Students Welfare/Chief Warden (Boys & Girls Hostels)/ 1st Appellate Authority/Proctor And also enhancement of Entertainment Allowance (**Appendix C/15 page 108**).

[E.C. Reso. No. 47 of 02.07.2018]

Qualification and Criteria for Selection to the post of Principal, University Campus School as at **Appendix C/16 pages 109-111** and the pay scale prescribed by the CBSE for the post of Principal be also adopted on the pattern of KUK, as per concurrence of the State Govt. conveyed vide Memo. No. KW-18/13-2009 UNP(2) dated 21.6.2010 (**Appendix C/17 pages 112-113**).

[E.C. Reso. No. 04 of 13.08.2018]

Adoption of the guidelines for implementation of National Apprenticeship Promotion Scheme (NAPS) issued vide memo No.TA/NAPS/ 2016/Stipend/749 dated 07.06.2017 received from the Director Higher Education, Haryana, Panchkula vide letter Memo No.18/402-2016 UNP(4) dated 14.09.2017 (**Appendix C/18 pages 114-162**).

[E.C. Reso. No. 05 of 13.08.2018]

Amendments in Clause-11 of Part-II of Chapter-8, 'Ordinance' [The Maharshi Dayanand University Service and Conduct Rules for Non-Teaching Employees] of University Calendar Volume-III:

Original	Amended
<p>11. Classification of Ministerial Cadre Ministerial posts will have two cadres: (i) the secretarial cadre which will include, namely, Stenotypists, Junior Scale Stenographers, Senior Scale Stenographers, Personal Assistants and Private Secretaries; and (ii) the Ministerial cadre which will include Clerks / Typists, Store Keepers, Receptionists, Accountants, Senior Clerks, Assistants, etc., Eligible employees will be promoted within their own cadres subject to Rule 13.2. The Steno-typists will have their relative seniority in both the cadres. The existing employees originally appointed in the secretarial cadre and subsequently transferred/promoted on clerical cadres shall have the option to revert to their parent cadre within two months from the date of sub transfer/promotion. The option once exercised shall be final. On such reversion, they shall be entitled to their original seniority in the secretarial cadre.</p>	<p>11. Classification of Ministerial Cadre Ministerial posts will have two cadres: (i) the secretarial cadre which will include, namely, Stenotypists, Junior Scale Stenographers, Senior Scale Stenographers, Personal Assistants and Private Secretaries; and (ii) the Ministerial cadre which will include Clerks / Typists, Store Keepers, Receptionists, Accountants, Senior Clerks, Assistants, etc., Eligible employees will be promoted within their own cadres subject to Rule 13.1(ii).</p>

NOTE: THE ABOVE AMENDMENT BE MADE EFFECTIVE FROM 29.06.2016 I.E. THE DATE ALREADY APPROVED BY THE EXECUTIVE COUNCIL UNDER ITEM NO. 1(ii) OF ITS MEETING HELD ON 24.09.2016.

[E.C. Reso. No. 14 of 13.08.2018]

Implementation of one day Compensatory Leave in lieu of 2nd Saturday for all Non-teaching employees working in various colleges under MDU, Rohtak (**Appendix C/19 pages 163-166**).

[E.C. Reso. No. 15 of 13.08.2018]

Sd/-
Assistant Registrar (Academic)
for REGISTRAR