

**Minutes of the 16th meeting of the Academic Council held on 5th Nov 2014
at Barad Sadan Building, Gangtok**

Following were present:

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| 1. Prof. T.B.Subba,
Vice Chancellor | - | Chairman |
| 2. Prof. Sanjay Roy,
Deptt. of Sociology, NBU | - | Member |
| 3. Dr. (Mrs.) Lily Alley,
Principal, Sikkim Govt. College, Rhenock | - | Member |
| 4. Dr.N.R. Bhuyan,
Principal, Himalayan Pharmacy Institute,
Majhitar | - | Member |
| 5. Prof. Jyoti Prakash Tamang,
Dean, School of Life Sciences | - | Member |
| 6. Prof. Pratap Chandra Pradhan,
Dean, School of Languages & Literature | - | Member |
| 7. Prof. Sameera Maiti,
Dean, School of Human Sciences | - | Member |
| 8. Prof. Debabrata Mitra,
Dean, School of Professional Studies | - | Member |
| 9. Prof. A. S. Chandel,
Librarian | - | Member |
| 10.Dr. Dhaniraj Chhetri,
Dean, Students' Welfare | - | Member |
| 11.Dr. S.K. Gurung,
Controller of Examinations | - | Member |
| 12.Prof. Irshad Ghulam Ahmed,
Head, Deptt. of English | - | Member |
| 13.Dr. Subir Mukhopadhyay,
Head, Deptt. of Physics | - | Member |
| 14.Dr. Nawal K. Paswan,
Head, Deptt. of Peace & Conflict Studies &
Management | - | Member |

15. Dr. V. Krishna Ananth, Head, Deptt. of History	-	Member
16. Dr. A.N. Shankar, Head, Deptt. of Commerce	-	Member
17. Dr. N. Sathyanarayana, Head, Deptt. of Botany	-	Member
18. Dr. H.K. Tiwari, Head, Deptt. of Microbiology	-	Member
19. Dr. Manesh Choubey, Head, Deptt. of Economics	-	Member
20. Dr. V. Rama Devi, Head, Deptt. of Management	-	Member
21. Dr. Durga Prasad Chhetri, Head, Deptt. of Political Science	-	Member
22. Dr. Dilip Kumar Das, Head, Deptt. of Tourism	-	Member
23. Dr. S. Manivanan, Head, Deptt. of Horticulture	-	Member
24. Dr. Kotra Rhine Rama Mohan, Head, Deptt. of Anthropology	-	Member
25. Dr. Nutan Kumar S. Thingujam, Head, Deptt. of Psychology	-	Member
26. Dr. Silajit Guha, Head, Deptt. of Mass Communications	-	Member
27. Dr. Amitabha Bhattacharya, Associate Prof., Deptt. of Physics	-	Member
28. Shri T.K.Kaul, Registrar	-	Secretary
29. Shri D. Kanunjna, Adviser (Finance)	-	Special Invitee

The following members could not attend the meeting because of pre-occupation and sought leave of absence.

1. Prof. D.K. Nayak, Deptt. of Geography, North-Eastern Hill University
2. Dr. Kabita Lama, Head, Deptt. of Nepali
3. Dr. Manish, Head, Deptt. of International Relations
4. Dr. Swati Akshay Sachdeva, Head, Deptt. of Sociology

At the outset the Vice-Chancellor welcomed all the members of the Council. He specially welcomed the following members who attended the meeting for the first time:

1. Prof. Sameera Maiti, Dean, School of Human Sciences
2. Prof. Debabrata Mitra, Dean, School of Professional Studies
3. Dr. Silajit Guha, Head, Deptt. of Mass Communication

Thereafter, agenda items were taken up as under:

SECTION 1 CONFIRMATION OF THE MINUTES & ACTION TAKEN REPORT

AC16.1.1: *Confirmation of the minutes of the 15th meeting of the Academic Council held on 13th June 2014*

Minutes of the 15th meeting of the Academic Council were circulated to all the members on 24th June 2014. No comments have been received from any of the members of the Council.

The minutes of the 15th meeting of the Academic Council held on 13th June 2014 as circulated to the members on 24th June 2014 were confirmed.

AC16.1.2: *Action Taken Report on the minutes of the 15th meeting of the Academic Council held on 13th Nov 2014*

The Chairman asked the Registrar to present the action taken report on the minutes of the 15th meeting of the Council. The Council noted the action taken by the University on the minutes of the 15th meeting of the Council.

SECTION 2 RATIFICATION MATTERS

AC16.2.1: *Revision of M.Sc. Microbiology syllabus*

Academic Council in its 15th meeting approved the syllabi for I to III semesters of M.Sc. Microbiology. In the syllabus for IV semester the Council detected discrepancies for which it advised that the School of Life Sciences may submit the revised syllabus of M.Sc. Microbiology for IV semester within a period of 15 days. School of Life Sciences submitted the revised syllabus of M.Sc. Microbiology (IV semester) within the suggested time frame and was approved by the Vice-Chancellor for implementation from the academic session 2014-2015.

The Council ratified the action of the Vice-Chancellor in approving the revised syllabus of 4th semester of M.Sc. Microbiology.

SECTION 3
MATTER FOR CONSIDERATION AND APPROVAL

AC16.3.1: *Introduction of M.Phil/ Ph.D programme in the affiliated Colleges*

Based on the decision of the Academic Council in its 15th meeting held on 13th June 2014, the Vice-Chancellor constituted a committee under the Chairmanship of Prof. J.P. Tamang with Dr. V. Krishna Ananth, Dr. N. Sathyanarayana, Dr. N.R. Bhuyan and Dr. Premlata Mohapatra as members to examine the desirability of starting M.Phil/ Ph.D. Programme in Colleges and to examine its feasibility, qualifications of faculty members for this purpose, laboratory facilities, if necessary, and library holdings. The Committee submitted its report suggesting that it is not right time to start M.Phil/ Ph.D courses in the affiliated colleges.

The Council after deliberations decided that the proposal for starting M.Phil/ Ph.D courses in affiliated colleges be kept on hold for the time being. It also suggested that first PG programmes be started in Colleges and those Colleges with postgraduate courses will be eligible for start of M.Phil/ Ph.D programmes.

AC16.3.2: *Approval for the External Examiners*

External examiners in respect of the following departments as placed in sealed covers by the respective departments have been approved by the Council for examinations to be held during the session 2014-2015:

1. Department of Nepali
2. Department of Management
3. Department of Commerce
4. Department of Peace and Conflict Studies & Management
5. Department of International Relations
6. Department of History
7. Department of Economics
8. Department of Sociology
9. Department of Geology
10. Department of Chemistry
11. Department of Physics
12. Department of Geography
13. Department of Tourism
14. Department of Horticulture

AC16.3.3: *New Academic Programmes Proposed*

The Council was informed that for running BCA-MCA integrated programme at least one batch of 3 year MCA must run, after which 5 year BCA-MCA programme can run. The University started integrated BCA-MCA programme in 2011 without AICTE approval or norms. As per AICTE norms BCA-MCA integrated programme would require 11 faculty members, 4 laboratories, library, tutorial rooms and other infrastructure. University has allotted 9 faculty posts following Review Committee's

recommendations in March 2013, out of which only 4 posts of Assistant Professors are filled. However, other requirements will be provided by the University. The Council after deliberations decided to discontinue BCA-MCA integrated programme and start only MCA programme from the next academic session.

For Education department, the Council was informed that MA (Education) programme is at present going on in the department. For M.Ed programme approval of NCTE is required for which we require atleast one Associate Professor in the department. The Council after deliberations decided that MA (Education) programme may continue and the University may approach NCTE for approval of M.Ed programme.

The council also decided that the University may seek approval of AICTE for MTTM programme in Deptt. of Tourism.

The Council after deliberations approved the new programmes shown against each departments subject to approval as advised above, wherever required.

Sl. No	Department	Existing Programmes	Proposed New Programmes from 2015
1	Anthropology	MA/MSc	MPhil/PhD PG Diploma in Forensic Anthropology
2	Computer Applications	BCA-MCA 5 Yr Integrated	3 Yr MCA
3	Education	MA	M.Ed, M.Phil/Ph.D
4	Hindi	MA	MPhil
5	Management	MBA	PhD
6	Mathematics	MSc	MPhil/PhD
7	Tourism	MA	Master in Tourism and Travel Management (MTTM) as a professional course
8	Zoology	MSc	MPhil/PhD

AC16.3.4: Introduction of Sanskrit at MA level

The following committee was constituted by the Council to consider the proposal to start Sanskrit at MA level.

Prof P. C. Pradhan	-	Chairman
Dr. Subir Mukhopadhyaya	-	Member
Dr. A.N. Shankar	-	Member
Dr. Sohail Firdos	-	Member
Dr. Krishna Ananth	-	Member

The Chairman of the committee collected a number of written endorsements from various individuals in support of the proposal.

However, no recommendation was given by the committee as all members of the committee were not present in any of the meetings convened by the Chairman. The Chairman, therefore, requested for re-constitution of the committee.

The Council after deliberations decided to collect information from other Central Universities where MA (Sanskrit) programme is going on as to how the programme of Sanskrit at MA level is functioning there.

AC16.3.5: Revision in Academic Calendar

It was brought to the notice of the Council that at present the result of final semester are declared in first week of August. With the result the students miss many opportunities for applying to various courses outside the University. Students of about six departments requested the Vice-Chancellor during interaction that the results be declared by 10th July. This would be possible if we start Even Semester from 1st February.

The Council after deliberations decided to change the academic calendar as given below. However, the changed calendar will become applicable from the next session, ie., 2015-16.

Academic Activity	Date/Period As Is	Changed to
Admission to Semester I	July 16 to 30	May 20 to June 5
Commencement and end of Odd Semesters (Semesters I, III, V etc)	August 1-November 30	July 6 - November 30
Examinations of Odd Semesters	December 1 - 15	No Change
Commencement and end of Winter Vacation	December 16 – February 15	December 16- January 31
Commencement and end of the classes for Even Semesters (Semesters: II, IV, VI etc)	February 16 – June 30	February 1 – June 5
Examinations of Even Semesters	July 1 - 15	June 6 - 20
Semester Break/Summer Vacation	July 20-30 (Semester Break)	June 21-July 5 (Summer Vacation)
Publication of Results of Final Semester	August 15	July 10

AC16.3.6: Syllabi matters

A. BA-LLB Course

The Academic Council in its 15th meeting had approved the proposal of Department of Law to replace the existing BA-LLB course with the BBA-LLB in order to avoid the anomalies relating to paper setting, evaluation and calendar between the Law College in Burtuk and Department of Law, Sikkim University. However, due to limited faculty members

available in Department of Management at present it would not be possible to start BBA-LLB. Same is the case with BCA-LLB as Department of Computer Applications is also facing shortage of faculty.

The council after deliberations decided to continue BA-LLB course in the University for the time being.

Syllabus for BA-LLB was internally drafted in 2008, approved in 2009 and revised in 2010 and 2011. University decided to run all its UG courses as Honours only courses from July 2012. Accordingly the structure of BA-LLB syllabus of the University was reworked in the meeting held on 19th and 20th September 2014 in office of the Vice-Chancellor with the Principal Law College, Burtuk and Sri Tshewang Lama, a senior faculty member of the same college. Accordingly following has been proposed for adoption which was approved by the Council.

- i. Political Science as a Major subject with six papers and History and Sociology as Minor subjects with three papers each.
- ii. Two additional Law papers to make the total 52 papers to be taken up from already approved BA-LLB syllabus of 2009.

Draft Regulations of BA-LLB Honours course as given in **Appendix-1** was discussed and approved by the Council.

B. Specialisation in Music Department

Music Department was established in 2011 with an integrated BA-MA (Music) Programme. This was changed into an integrated BPA-MPA (Music) Programme in 2012. The department has been offering specialization at BPA level only in classical, vocal and tabla. During an interaction of the Vice-Chancellor with students of the department they expressed their desire to specialize in sitar, flute and violin as well. The faculty is available for training in such specializations and the existing syllabus of Classical Vocal can be used for sitar, flute and violin without any change.

The Council after deliberations approved the proposal to offer specializations in Sitar, Flute and Violin also.

C. Specialisation in Political Science Department

There was no specialization paper in the extant syllabus of the department of Political Science. Possibility was explored for having one or two specializations from the papers already approved by the Council. Two specializations which could be worked out of the existing papers in 3rd and 4th semesters and one from 2nd semester without adding or subtracting any paper or changing the content of any paper are International Relations and State and Politics in India.

The Council after deliberations approved the proposal.

AC16.3.7: Exemption for ISSN/ISBN in Nepali books and journals

It is reported that in Nepali there are some books and journals of very high quality but without ISSN or ISBN numbers which disqualify the authors from accumulating API. Same is reported in case of some Hindi journals.

The council after deliberations pointed out that there is no exemption clause in UGC Regulations 2010. However department may prepare a list of journals for consideration of the Council. The Council also suggested to collect information from other Universities in respect of Nepali and Hindi or the contributors may request the journals to apply for ISSN number which is easily available.

AC16.3.8: One month's compulsory National Service for the award of Master's degree

National Social Service is a vital part of value based education but it is not linked as yet with the curriculum of the University. Therefore, majority of the students do not participate in the National Service. As an innovative step it is suggested that one month's social service during winter vacation between the 1st and 2nd semester in their respective village/towns should be made compulsory part of the master's curriculum. The field work/internship requirements, if any, may be taken care during winter vacation between 3rd and 4th semester. The Academic Council after deliberations approved the following suggestions given in agenda:

1. One month's social service during the winter vacation between the 1st and 2nd semester in their respective village/towns should be compulsory part of the Master's curriculum.
2. The fieldwork / internship of the students, if any, may be taken care during the winter vacation between 3rd and 4th semesters.
3. Those who do not have fieldwork/internship as part of the curriculum may do social service during the second winter vacation as well.
4. Report of the social service done by them shall be evaluated by the faculty members of the department against a total of four credits or 100 marks. The modalities of evaluation may be proposed by the NSS Co-ordinator.

Dr. Krishna Ananth dissented as he did not agree to make it a compulsory part of the Master's curriculum. Instead he was of the opinion to make it an optional one.

AC16.3.9: Anti-plagiarism Test for MPhil and PhD

The Council after deliberations approved that each candidate wishing to submit his/her Ph.D thesis shall have to submit it to anti-plagiarism test

and attach the report along with the thesis for evaluation. Since the Anti plagiarism softwares include quotations and references as plagiarized, a committee of the following members is constituted by the Council to suggest the extent of plagiarism to be within the tolerance limit and work out the modalities. An expert from the Infonet may also be invited for demonstration:

1. Prof. A.S. Chandel - Chairman
2. Dr. N. Sathyanarayana - Member
3. Dr. Subir Mukhopadhaya - Member
4. Dr. V. Krishna Ananth - Member

AC16.3.10: Guidelines on MPhil and Ph.D programmes

Guidelines as proposed in the agenda for M.Phil and Ph.D Programme were deliberated upon. At some places modifications were suggested by the members. The Council after deliberations and incorporation of suggestions approved these guidelines as Rules for M.Phil and Ph.D Programmes. These are given at **Appendix – 2 & Appendix – 3** to these minutes.

AC16.3.11: Rules on Internship

The rules for internship as proposed in the agenda have been approved by the Council with incorporation of a small suggestion. These are given at **Appendix-4** to these minutes.

In so far as per Diem payment is concerned, the Council advised the University to calculate impact of additional `100 and that of `50 be calculated and submit to the Council in the next meeting.

AC16.3.12: Equal treatment of students coming out of B.Voc framework

The Council after deliberations approved that the students coming out of B.Voc framework should be recognized as equivalent to other programme and no discrimination be made of students of vocational programme vis-a-vis general course students in respect of admissions etc.

AC16.3.13: Corpus Fund for Interdisciplinary and Socially Relevant Research

University has created a corpus fund amounting to Rs. 17.18 lakh for utilizing it for funding interdisciplinary and socially relevant research by young faculty members of the University as per the guidelines given in the agenda. These guidelines were deliberated upon in the Dean's Committee meeting held on 31st July 2014. The Council after deliberations approved in principle clauses 1 to 10 of the guidelines. However, for clauses 11 and 12, it was decided to refer it back to Dean's Committee for re-consideration.

AC16.3.14: Guidelines for participation of faculty members and officers in seminars, conferences etc.

At present there are no norms for participation of faculty members and officers in seminars/ conferences etc. The guidelines for participation of faculty members and officer in seminars/conferences duly recommended

by the Deans' Committee in a meeting held on 31st July 2014 was deliberated upon. However, it was decided that Clause 8 of the guidelines under category 'A – General' may be read as below:

“No faculty member shall be allowed to participate in more than 14 days seminars/conferences/workshops etc. in one year, with or without the University funding. This stipulation does not apply to their participation during holidays and vacations”.

With the above modification, the guidelines proposed for supporting participation of faculty members and officers in seminars/conferences/workshops etc in India and abroad was approved by the Council. These guidelines are given at **Appendix-5** to these minutes.

AC16.3.15: Anomaly in fee structure

The Council was apprised that the fee structure of MA (Tourism), MA (Education) and M.Com was different for the academic sessions 2013-2014 and 2014-2015. The anomaly in fee structure arose due to categorization of these courses as Professional courses during 2013-2014. However, Academic Council in its 14th meeting and the Executive Council in its 18th meeting regarded these courses as Non-professional courses and hence fee structure levied for these courses was brought at par with other conventional programmes of the University. The University rolled back tuition fee for MA (Education) and M.Com students of 2013-2014 from Spring Semester 2014. However, tuition fee of 2013-2014 batch of MA (Tourism) was not rolled back.

The Council ratified the rollback of tuition fee of MA (Education) and M.Com of students of 2013-2014 from Spring Semester of 2014. It also approved roll back of tuition fee of MA (Tourism) students of 2013-2014 from Spring Semester of 2014 to make it at par with conventional programmes. The Council also approved grant of financial assistance in the form of field study/trips to the students of MA (Tourism), MA (Education) and M.Com students of 2013-2014 batch during their course of study to the extent of excess fee charged from them due to difference in fee structure.

AC16.3.16: Adoption of Central Government rules for employees (teaching and non-teaching) of Sikkim University

The Council after deliberations recommended for approval of the Executive Council adoption of the following Central Govt. rules for employees (teaching and non-teaching), wherever provision are silent in our Act/Statutes/Ordinances/Regulations.

1. General Financial Rules
2. Fundamental Rules
3. Supplementary Rules
4. Central Civil Services (Conduct) Rules

5. Central Civil Services (Classification, Control and Appeal) Rules.

SECTION 4 ITEMS FROM THE CHAIR

AC16.4.1: *Minutes of the College Development Council*

The Council considered the minutes of the 2nd meeting of the College Development Council held on 31st Oct 2014 and approved the following recommendations of the CDC.

1. Ratification of the action taken by the Vice-Chancellor in granting temporary affiliation to Certificate Course in Chinese language for the Academic Session 2014-15 run by HQ 63 Mountain Brigade C/o 99 APO.
2. Recommended for approval by the Executive Council draft Statute on College Development Council to be numbered as Statute 14-A and placed between Statute 14 and 15. Draft Statute 14-A is placed as **Appendix-6** to these minutes.
3. Approved recommendations of CDC on the Special Inspection Team reports on Damber Singh College and Pakim Palatine College as under:
 - i) Damber Singh College be given two years to recruit faculty members fulfilling UGC norms.
 - ii) Pakim Palatine College be prohibited to admit students in 2015 and the College may be de-affiliated in 2016, if it does not fulfill the minimum requirements of affiliation.
4. Approved recommendations to maintain quality of education in the affiliated colleges. Regarding the 4th suggestion, it was decided to write to the affiliated colleges for compliance of payment norms regarding practical examination.

AC16.4.2: *Minutes of the meetings of School Boards*

A. School of Human Sciences

The Council noted/approved the following:

- i) Introduction of M.Phil and Ph.D programmes and PG Diploma in Forensic Anthropology from 2015.
- ii) 3 Ph.D and 6 M.Phil proposals and their supervisors in Geography Department.
- iii) Panel of examiners for M.Phil theses submitted in Geography Department.

B. School of Physical sciences

The Council noted/approved the following:

- i) 1 Ph.D proposal and supervisor in Physics Department.
- ii) Panel of examiners for practical examinations and M.Phil theses submitted in Physics Department.
- iii) The Council granted permission for temporary discontinuation for 6 months to a Ph.D student after completion of course work in Physics Department.
- iv) Proposal of Department of Computer Applications to introduce 3 year MCA programme from 2015.
- v) Proposal of Department of Chemistry to change supervisor of one M.Phil student due to long leave granted to the supervisor.

C. School of Life Sciences

- i) The Council as an exceptional case ratified the action of the Dean in allowing registration of a Ph.D student belonging to Department of Horticulture. The Council also remarked that the School Board is the final approving body for all proposals leading to M.Phil and Ph.D degrees.

**SECTION 5
ITEM FROM THE CHAIR**

AC16.5.1: The proposals from GBPIHED, Almora and OKDISCD, Guwahti for affiliation were discussed. It was decided to authorize the Chairman of the Council to constitute a Committee to examine the proposals and submit its recommendations in the next meeting of the Council.

The meeting ended with a vote of thanks to the Chair.

**Sd/-
(T.K.Kaul)
Registrar & Secretary**

**Sd/-
(T.B.Subba)
Vice-Chancellor & Chairman**

SIKKIM UNIVERSITY
DRAFT REGULATIONS FOR B.A.-LLB (HONS) COURSE

Notwithstanding anything contained anywhere in the Regulations or Rules otherwise decided by the Executive Council, it is hereby provided that Bachelor of Arts and Bachelor of Law (Honours), a 5-year integrated course under Sikkim University will be run according to the following Regulation. The University makes this Regulation in exercise of the power conferred upon it by Section 30 of the Sikkim University Act, 2006.

1. These Regulations shall be called the Regulations for the B.A.-LL.B (Honours), a five year Integrated Course.
2. These Regulations shall come into effect from the Odd Semester 2014.
3. There shall be a course of study leading to the degree of B.A.-LL.B (Honours). The duration of the course shall be five years having 10 semesters viz., Semesters I, II, III, IV, V, VI, VII, VIII, IX and X and the admitted candidates shall be full time students. The colleges affiliated to Sikkim University and running this course shall be full time day colleges.
4. Candidates seeking admission to this course must have passed an examination in 10+2 course of schooling recognized by the educational authority of Central or State government securing minimum 45% marks in aggregate for General and 40% for SC/ST/OBC candidates.
5. Age for admission to this course is maximum 20 years in case of general category applicants and 22 years in case of SC/ ST and OBC.
6. Candidates admitted to this course shall be required to pass 10 semester examinations, which shall be held at the end of each semester.
7. Students shall be required to put in a minimum attendance of 75% of the lectures in each of the subject as well as in tutorials.

Provided that in exceptional cases, for reasons to be recorded, the Dean of the concerned School or the Principal of the concerned college may condone attendance shortage of such candidates by 5 percent.
8. The Subjects and Papers for the course shall be notified at the commencement of the course in each Semester. The University shall have the discretion to amend and revise the course structure from time to time upon recommendation of the Board of Studies in Law and the Bar Council of India.
9. Each Semester shall be ordinarily of six months' duration.
10. All answer scripts shall be written in English only.
11. A candidate shall have to pass in each of these examinations to qualify for the B.A., LL.B (Hons) course.
12. A candidate who has prosecuted a regular course of study in Semester I shall be admitted to that Examination subject to submission of duly filled in Examination

- Form along with other requirements in such form and within such time as may be notified by the university.
13. a) A candidate who has passed the examination of Semesters I, II, III, IV, V, VI, VII, VIII, IX, and X and prosecuted a regular course of study in Semester I, II, III, IV, V, VI, VII, VIII, IX, X, as the case may be, shall be admitted to the respective examination subject to submission of Examination Form together with the other requirements in such form and within such time as may be notified by the University.
b) The list of qualified candidates who pass Semesters I, II, III, IV, V, VI, VII, VIII, IX and X examinations as the case may be, shall be published by the University as soon as possible after the Examination.
 14. a) If a candidate after attending a regular course of study in a Semester fails to enroll as a candidate for the respective Semester examination or fails to present himself/herself at the examination or appears but fails to sit for all the papers on account of illness or fails in one or more papers or for any other reason considered sufficient by the University, he/she shall be eligible to appear in one or all papers in the next relevant semester examination.
b) In such event he/she shall not be required to attend the regular classes and appear for sessional tests, if any.
 15. a) In order to pass the examination in any Semester a candidate must secure 45% marks in aggregate provided that the candidate secures at least 40% in each paper.
b) If a candidate fails to secure 45% marks in aggregate in any Semester examination, he/she shall be permitted to cover the shortfall of the total aggregate marks in the next relevant semester examination.
c) Non appearance in a paper for repeat examination will be counted as failure in that paper.
 16. a) All candidates shall be promoted to the next Semester class of a year after the examination of the previous Semester irrespective of marks scored at the said Semester.
b) The above regulations shall also be applicable to the remaining Semester examinations.
c) A candidate securing at least 60% marks in aggregate in all ten Semester examinations, taken together, shall be placed in the First Class and the candidates securing 45% and above but less than 60% in the aggregate shall be placed in the Second Class.
d) A candidate passing in 45 but less than 52 papers, including 12 Major and Minor papers and 20 Law papers, 4 Practical papers, 6 optional papers and 3 English papers shall be awarded BA-LLB (Pass) degree only.
 17. The Board of Studies in Law, constituted by the University shall recommend a panel of names as Paper Setters, Examiners, and Moderators.

18. The Examiners for answer scripts of all Semester examinations shall at least be whole time Assistant Professors holding substantive post or contractual appointments. The examiners for the Pre-Law papers i.e., Social Science papers shall also be whole time or part-time faculty members at least at the level of Assistant Professor.
19. Each Paper in the Course shall carry 100 marks, i.e., 4 credits. For each individual theoretical paper there shall be a written examination for 70 marks and 30 marks shall be allocated to internal written evaluation. The interpretation of the written evaluation shall be as follows:
 - a) Project Work: 20 marks
 - b) Project Presentation: 5 marks
 - c) Class Performance: 5 marks.
20. There shall be a Seminar Law Course and Clinical Law Course from the V Semester as per approved Course Structure and each Paper falling within the category of Seminar Law Courses and Clinical Law Courses shall be of 100 marks i.e. 4 Credits. The performance of the students in the each of those papers shall be assessed through internal assessment by the concerned teachers.
21. In Semester X, the Paper falling within the category of Honours Law Courses shall be treated as a Seminar Law Course and rules relating to Seminar Law courses shall be applicable thereto.
22. There shall be post publication re-evaluation of answer scripts in any Semester examinations. The students may apply to the Controller of Examinations through concerned HoD/Principal for post publication re-evaluation of answer scripts and pay prescribed fees (same as examination fees) within 7 days from the publication of result of concerned Semester examination.
23. If any case is not covered under the Regulations, the Vice-Chancellor of the University shall have the power to remove the difficulty by issuing directions consistent with the Act/Statutes/ordinances.
24. The rules are subject to change in accordance with the directives of Bar Council of India as adopted and notified by Sikkim University.
25. These rules are subject to provisions of the Act, Statutes and Ordinance of Sikkim University, as in force from time to time.

SIKKIM UNIVERSITY**RULES ON MASTER OF PHILOSOPHY**

Sikkim University offers research programmes in different subjects and in inter-disciplinary areas leading to the degree of Master of Philosophy. The Departmental Research Committee (DRC) consisting of all faculty members of the department who are eligible to guide MPhil students shall oversee the selection, progress and award of a candidate working towards the degree. The rules regarding eligibility, entrance examination, interview, registration, supervision, submission and evaluation of thesis, viva-voce, defence of thesis etc. shall be as follows:

1. Eligibility

For admission to MPhil programme, applicants fulfilling the following criteria shall be treated as eligible:

Persons having passed Master Degree Examination in the concerned subject or such subjects as notified in the Prospectus for that year with at least 55% marks or equivalent Grade Point Average (GPA). 5% relaxation of marks is permissible for students belonging to ST/SC/OBC category.

2. Procedure for Conduct of Entrance Examination

Entrance Examination is compulsory for all categories of applicants and will be normally conducted once in a year in the month of July.

3. The Written Examination:

The written examination will be conducted by the CoE for 90 minutes and answers are evaluated against 50 marks. The DRC will decide what and how many questions to ask and it will also be responsible to evaluate the answer scripts.

4. Interview

The interview is compulsory for all candidates and will be marked against a total of 50 marks. The purpose of interview is to know how keen a candidate is to pursue research in a given area(s) proposed by him/her. The interview committee will comprise at least three members including the HoD/IC and where HoD/IC is not available the concerned Dean shall be present. If a department has less than three eligible members for constituting the interview committee it may request someone from within the School. Only faculty members with at least MPhil degree will be members of the interview board.

5. Admission

A merit list of candidates based on their performance in the Written Examination as well as Interview shall be drawn and notified by the Head of Department immediately after the evaluation is over and a list of selected candidates shall be forwarded to (i) Dean, (ii) Registrar, (iii) Controller of Examinations and (iv) Finance Officer. Such candidates shall be required to be provisionally registered on payment of prescribed fee within the stipulated date.

While granting admission to candidates, the Department shall pay due attention to the reservation policy of the Government of India.

Employed candidates, if admitted, must produce the evidence to show that they have been granted leave for the entire duration of the programme.

Foreign candidates shall be admitted against supernumerary seats up to 10%. Since it is usually not possible for them to come and appear in the written examination cum interview admission may be granted to them if the DRC finds their testimonials in satisfactory order. If the percentage of eligible candidates is more than 10 a merit list may be prepared on the basis of their academic background. Granting admission to candidates belonging to Afghanistan, Bangladesh, China, Myanmar, and Pakistan may be avoided unless specifically recommended by the Indian Council of Cultural Relations, Government of India under exchange programmes. They may first be issued Provisional Admission Certificate. The final admission may be granted to them only on production of valid student visa for the period of study, a certificate indicating that they do not contain any infectious diseases, and the source of funding.

6. Course Work

A one-semester course work of 12 credits is mandatory after joining the programme. The distribution of these credits will be as under:

- i. 4 credits for Research Methodology, which is compulsory, may include quantitative techniques and knowledge of computer use.
- ii. 4 credits will be assigned to a paper on recent advances in the area of research in which the candidates are admitted.
- iii. 4 credits will be assigned to a non-lecture based paper in which the candidates review the literature and write a research proposal in the area of their research interest, and give a seminar at the end of the semester. There will be no sessional tests and no attendance requirement for this paper but for the other two papers 75% attendance is essential.

The evaluation of the course work shall be done by the concerned members of the faculty of the department. The selected students should try and develop critical thinking and communicating in academic language during the course work.

In order to be eligible for registration a student must score an 'A' or 6.0 SGPA in the course work.

A candidate failing to secure 'A' or 6.0 SGPA in the course work may be given one additional chance to appear in the examination for Paper I or Paper II only within one month from the date of the result of the coursework provided they apply for repetition of their examination and pay the same examination fees as they paid for the coursework examination. If they are not still successful they will not be permitted to register themselves for the degree and they will be given a certificate showing the actual grade or SGPA secured by them in the coursework.

Only those who are eligible for registration shall be declared as regular scholars and shall be eligible to draw fellowships/scholarships etc. as may be granted by the University.

7. Allotment of Supervisor

Allotment of the Supervisor will be done by the respective departments as per the following guidelines:

- (i) The allotment of the Supervisor for a selected candidate shall be decided by the DRC depending on the number of seats available under a faculty member, the area of specialization of such members and the research interest of the candidates as indicated during the interview.
- (ii) The allotment of Supervisor shall not be left to the individual candidate or Supervisor.
- (iii) The Head/IC of Department will ensure the allotment of Supervisor within one month from the date of declaration of the course work results.
- (iv) The DRC may allot another Supervisor to a candidate at any stage of his research if his original supervisor resigns from the University or his service is terminated or he is suspended from service by the University or he proceeds on long leave. Such a decision of the DRC will have to be endorsed by the Board of Studies and School Board subsequently.
- (v) At any given time a Supervisor shall not have more than the prescribed number of registered MPhil candidates working under his supervision except under circumstances where he is allotted by the DRC more candidates than the prescribed number on account of the suspension, termination or long leave of the Supervisor.
- (vi) A teacher on probation who is otherwise qualified to supervise an MPhil research work will be permitted to supervise MPhil dissertation.
- (vii) The Supervisor for an MPhil thesis must at least have an MPhil degree from a recognized university.

8. Monitoring of Progress

- (i) Progress of research of every candidate shall be closely monitored by the Supervisor. Any dereliction on the part of the candidate noticed by the Supervisor even after repeated cautioning by him will be reported to the DRC for further necessary action on the matter. If the DRC is convinced that a candidate is ignoring his research activity without any valid reason it may issue a warning to him and keep him under observation for three months. If his behaviour does not improve it may recommend for disqualification of the

candidate for continuation as a registered candidate of the department and his fellowships etc may be terminated accordingly.

- (ii) All registered candidates shall be required to submit to the Head of Department through their Supervisors elaborate progress reports every three months. If a candidate fails to submit two quarterly reports consecutively, his registration may be cancelled by the Vice-Chancellor on the recommendation of the DRC.

9. Submission of Thesis

- (i) The submission of an MPhil thesis shall be permitted within 18 months from the date of admission. In case of genuine difficulty, the DRC, on the written recommendation of the Supervisor and HoD/IC, may consider extension of time up to a maximum period of one semester from the due date of submission but under no circumstances will the University pay any fellowship beyond 18 months. If a candidate fails to submit his thesis within the extended date his registration shall stand cancelled and he may apply afresh for admission.
- (ii) At least one month before the date of submission, a candidate shall give a pre-submission seminar to be arranged by the Head of the Department on the application by the candidate and recommendation of the Supervisor.
- (iii) The candidate may revise his thesis suitably in the light of the discussion during the seminar.
- (iv) The thesis shall be submitted in type-written and hard bound form along with a soft copy (CD). The number of copies to be submitted is three.
- (v) The final thesis should be submitted along with the following documents:
 - a. A declaration from the candidate that the thesis is work of his own and has not been submitted to this or any other university for any degree.
 - b. No due certificate from the Librarian.
 - c. No due certificate from the Finance Department.
 - d. No due certificate from the Warden of the hostel concerned, if applicable.
- (vi) The thesis shall have the following specifications:
 - a) The paper used for printing shall be of A4 size.
 - b) Printing shall be in Times New Roman, 12`, double space, and on one side of the paper.
 - c) A margin of one-and-a half inches shall be kept on the left hand side and one inch in the other three sides.
 - d) The spine of the thesis shall indicate, from top to bottom, MPhil, family name of the candidate and the year of submission.
 - e) The cover page will have the title of the thesis at the top followed by name of the candidate, name of the Department, name of the School, a line stating "Submitted in partial fulfillment of the degree of Master of Philosophy", month and year of submission.
- (vii) The thesis shall be written in English except when it is related to a language other than English.
- (viii) All theses shall be subjected to mandatory plagiarism test as per norms. If the thesis fails the plagiarism test the same shall be returned to the candidate with the

plagiarism test report for the needful action at his end. If he does not resubmit the same within three months from the date the thesis is returned the same shall be treated as withdrawn by the candidate and no further action shall be taken towards evaluation of the same by the examiners.

10. Appointment of Examiners

- (i) The Supervisor shall submit a panel of three external examiners with expertise in the concerned field and at the level of Assistant Professors with PhD to the Vice-Chancellor through the concerned Dean of the School. He will provide complete and up to date postal address along with PIN, email ID and mobile number.
- (ii) An MPhil thesis shall be sent to two examiners, including the Supervisor. If the Supervisor happens to be related to the candidate the panel of examiners shall be submitted by the HoD and if the HoD happens to be related to the candidate the same shall be submitted by the Dean. If such a situation, both the examiners shall be external.
- (iii) The examiners shall be selected from within the country.

11. Evaluation

1. After the panel of examiners is approved, the Controller of Examinations shall contact the examiners approved by the Vice-Chancellor from the panel of examiners within seven days through email/phone call.
2. If an examiner does not accept the examinership, he shall contact the next examiner on the panel.
3. He shall forward the thesis, along with evaluation form, remuneration form and pre-stamped and self-addressed envelope to the examiners within a week from the date of the receipt of their acceptance.
4. The examiners shall be requested to send their reports to the CoE within 30 days from the date of receipt of the thesis and send a reminder a week before the deadline. If an examiner fails to submit his report within the deadline, the CoE shall send him a final reminder extending the time by another 15 days. If an examiner is still not able to send the report the CoE shall invite the next examiner from the approved panel to evaluate the thesis.
5. In case one of the examiners gives unfavourable report the CoE shall send the thesis to another examiner from the approved panel of examiners. If the additional examiner also gives an unfavourable report, the candidate will be declared to have failed.

12. Viva Voce and Defence of the Thesis

1. The favourable reports received from the examiners shall be immediately forwarded by the CoE to the Dean, who, after confirming that the reports are favourable, shall notify the constitution of the evaluation committee for viva voce with the concerned Supervisor as the Chairman, the external examiner and one faculty member of the School. The Chairman of the committee shall arrange the viva voce at the earliest

date in consultation with the other members of the committee. The committee shall submit its report to the CoE through the HoD on the same day.

2. The day, date, time and the place for the viva voce shall be notified by the Chairman of the committee at least seven days in advance. Such a notice shall be circulated to all the departments under the School and uploaded in the University's website as well.
3. In case of successful defence, the CoE shall submit all the reports, including that of viva voce, to the Vice-Chancellor for his approval of the result and the notification of the same by the CoE. If the defence is not satisfactory the committee would record the reasons for the same and suggest an appropriate date for repeat viva voce after 30 days from the date of the first viva voce.

13. Depository with the University

Following the successful completion of the evaluation process and notification of the award, the University shall upload the thesis in its D-Space Repository and one hard copy shall be sent to the Central Library.

14. Award of Degree

1. The result shall be officially declared by the CoE within seven days from the approval of the Vice-Chancellor. The result shall mention the name of the candidate, registration number and date, title of the thesis, degree, name of the Supervisor, name of the Joint Supervisor(s), if any, name of the Department and name of the School. The notification shall also be uploaded in the University website.
2. Formal award of the degree shall be made on the day of the next Convocation of the University.

15. Removal of Difficulties

In case of any difficulty in implementing the above guidelines the Vice-Chancellor shall have the necessary powers to remove any difficulty or interpret them as he deems correct.

SIKKIM UNIVERSITY**RULES ON DOCTOR OF PHILOSOPHY**

Sikkim University offers research programmes in different subjects and in inter-disciplinary areas leading to the degree of Doctor of Philosophy. A candidate shall ordinarily work in the University Departments, but he may also be permitted to work in research institutes recognized by the University. The HoD/IC shall constitute a Departmental Research Committee (DRC) consisting of all faculty members of the department who are eligible to guide PhD students. If the number of eligible teachers is less than three, additional members may be drawn from within the School to constitute the DRC the purpose of which is to oversee the selection, progress and award of a candidate working towards PhD from Sikkim University. The rules regarding eligibility, entrance examination, interview, registration, supervision, submission and evaluation of thesis, viva-voce, defense of thesis etc. shall be as follows:

1. Eligibility

For admission to PhD programme, applicants fulfilling the following criteria shall be treated as eligible:

a) Persons having passed Master Degree Examination with at least 55% marks or equivalent Grade Point Average (GPA). 5% relaxation of marks is permissible for students belonging to ST/SC/OBC category.

Or

b) Persons working in national laboratories - institutes/government/private organization nominated/sponsored by respective employer. These persons should have a postgraduate degree and holding the rank of Assistant Director or above

Or

c) Persons with exceptional abilities who passed graduate degree examination with 55% of marks and with 15 years' experience after graduation in related fields. In such cases exceptional abilities will be decided by the concerned DRC.

Or

d) A fellow/associate member of the Institute of Chartered Accountants or Institute of Cost Accountants of India provided that the candidate possesses a first class Bachelor's Degree with three years' course and at least 5 years' professional experience.

Or

e) A graduate in any discipline who has developed any new and innovative technique of national importance or designed and fabricated special instruments or apparatus which are accepted by

competent judges at national/international fora to be of valuable contribution to innovative technology.

Or

f) Persons having MPhil degree with at least 55% marks or equivalent CGPA for General and 50% marks or equivalent CGPA for SC/ST/OBC candidates.

Or

g) Persons with B.Tech degree with a first class and at least 5 years' professional experience.

Application for research in inter-disciplinary areas and from applicants belonging to a different discipline other than the subject in which the research is proposed to be done shall be considered by the DRC, whose decision shall be final and binding.

2. Procedure for Conduct of Entrance Examination

Entrance Examination is compulsory for all categories of applicants and will be normally conducted once in a year.

3. The Written Examination

The written examination of 90 minutes will be conducted by the CoE and answers are evaluated against 50 marks. The DRC will decide what and how many questions to ask and will be responsible for evaluation of answer scripts.

4. Interview

The interview will be evaluated against a total of 50 marks. The purpose of interview is basically to know how keen a candidate is to pursue research in a given area(s) proposed by him/her. The interview committee will comprise at least three members including the HoD/IC and where HoD/IC is not available the concerned Dean shall be present. If a department has less than three eligible members for constituting the interview committee it may request someone from within the School.

The members of the DRC consisting of faculty members who are eligible to guide students for PhD and under whom seats are available will set the questions accordingly and evaluate the answer scripts. If any member of the DRC happens to be a relative of any candidate he shall not be a member of the committee to evaluate the written examination scripts even if he/she is otherwise eligible to guide.

5. Admission

A merit list of candidates based on their performance in the Written Examination as well as Interview shall be drawn and notified by the Head of Department immediately after the evaluation process is completed and a list of selected candidates shall be uploaded in the University website and also forwarded to (i) Dean, (ii) Registrar, (iii) Controller of Examinations, and (iv) Finance Officer. Such candidates shall be required to be provisionally registered on payment of prescribed fee within the stipulated date mentioned in the notification.

While granting admission to candidates, the Department will pay due attention to the reservation policy of the Government of India.

Employed candidates, if admitted, must produce the evidence to show that they have been granted leave for at least 2 years for laboratory based programmes and 6 months for Arts, Social Sciences etc. from the date of admission.

Foreign candidates shall be admitted against supernumerary seats up to 10%. Since it is usually not possible for them to come and appear in the written examination cum interview admission may be granted to them if the DRC finds their testimonials in satisfactory order. If the percentage of eligible candidates is more than 10 a merit list may be prepared on the basis of their academic background. Granting admission to candidates belonging to Afghanistan, Bangladesh, China, Myanmar, and Pakistan may be avoided unless specifically recommended by the Indian Council of Cultural Relations, Government of India under exchange programmes. They may first be issued Provisional Admission Certificate. The final admission may be granted to them only if they produce valid student visa for the period of study, a certificate indicating that they do not contain any infectious diseases, and the source of funding.

In case of discontinuation after admission for a period of 6 months and above upto a maximum of 2 years, the candidate will be de-registered from the programme. However, this will not apply to those students who work in University recognized research Institutes.

6. Course Work

A one-semester course work of 12 credits is mandatory after joining the programme. The distribution of these credits will be as under:

- i. 4 credits for a compulsory paper on Research Methodology which may include quantitative techniques and knowledge of computer use.
- ii. 4 credits will be assigned to a paper on recent advances in the area of research in which the candidates are admitted.
- iii. 4 credits will be assigned to a non-lecture based paper in which the candidates review the literature and write a research proposal in the area of their research interest, and give a seminar at the end of the semester. There will be no sessional tests and no attendance requirement for this paper. They will be awarded marks out of 50 for the research proposal and 50 for the presentation and defense. At

least one external member from within the School and two faculty members of the concerned department will constitute the evaluation committee for this paper.

The evaluation of the course work will be done by the concerned members of the faculty of the department. The faculty members should try and develop critical thinking and communicating in academic language among the students during the course work.

In order to be eligible for registration a student must score an 'A' or 6.0 SGPA in the coursework.

A candidate failing to secure 'A' or 6.0 SGPA in the course work may be given one additional chance to appear in the examination within one month from the date of the result of the course work provided they apply for repetition of their examination and pay the same examination fees as they paid for the course work examination. If they are not still successful to obtain marks required to be eligible for registration they will not be permitted to register themselves for the degree and they will be given a certificate showing the actual grade or SGPA secured by them.

Only candidates who have done MPhil from a recognised university and who have already done the course work will be exempted from doing the course work.

Only those who are eligible for registration shall be declared as regular scholars and shall be eligible to draw fellowships/scholarships etc. as may be granted by the University.

7. Allotment of Supervisor

Allotment of the Supervisor shall be done by the respective departments as per the following guidelines:

- (i) The allotment of the Supervisor for a selected candidate shall be decided by the Departmental Research Committee (DRC) depending on the number of seats available under a faculty member, the area of specialization of such members and the research interest of the candidates as indicated during the interview.
- (ii) The allotment of Supervisor shall NOT be left to the individual candidate or Supervisor.
- (iii) The Head of Department shall ensure the allotment of Supervisor within one month from the date of declaration of the course work results.
- (iv) If any candidate wishes to have a Joint Supervisor the same may be approved by the DRC together with the allocation of the Supervisor. The Joint Supervisor shall ordinarily be someone from outside the Department and having specialization in the area of research proposed by the candidate. The eligibility of a person for Joint Supervisorship shall be the same as the eligibility for Supervisorship.
- (v) If any selected candidate is not satisfied with the Supervisor allotted to him he may write to the HoD giving specific reasons as to why he wants to change his Supervisor. If the DRC is satisfied with the reasons cited by the candidate it may

allot another faculty member as his Supervisor. Such option shall be available to a candidate only once in the entire programme.

- (vi) The DRC may allot another Supervisor to a candidate at any stage of his research if his original Supervisor resigns from the University or his service is terminated or he is suspended from service by the University or he proceeds on long leave. Such a decision of the DRC will have to be endorsed by the Board of Studies, School Board and the Academic Council subsequently.
- (vii) At any given time a Supervisor shall not have more than the prescribed number of registered PhD candidates working under his supervision as per UGC rules except in exceptional circumstances where he is allotted by the DRC more candidates than the prescribed number on account of resignation, suspension, termination or long leave of the Supervisor.
- (viii) An Assistant Professor with PhD, in order to be eligible for supervising PhD thesis, must have at least three year's postdoctoral research/teaching experience in any University or Research Institute or Post-Graduate College. A Professor or an Associate Professor can start supervising doctoral research immediately after his/her joining the University.
- (ix) A supervisor may continue as Supervisor of a doctoral research scholar till six months after the retirement.

8. Monitoring of Progress

- (i) Progress of research of every candidate shall be closely monitored by the Supervisor. Any dereliction on the part of the candidate noticed by the Supervisor even after repeated cautioning by him will be reported to the DRC for further necessary action on the matter. If the DRC is convinced that a candidate is ignoring his research activity without any valid reason it may first issue a letter of warning to the candidate and he may be kept under observation for three months. If there is no improvement in his behaviour the DRC may recommend for disqualification of the candidate for continuation as a registered candidate of the department and his fellowships etc may be terminated accordingly.
- (ii) All registered candidates shall be required to submit to the Head of Department through their Supervisors elaborate progress reports every three months. If a candidate fails to submit two quarterly reports consecutively without any valid reasons endorsed by his Supervisor, his registration may be cancelled by the Vice-Chancellor on the recommendation of the DRC.

9. Submission of Thesis

- (i) The submission of a PhD thesis may be permitted after 2 years from the date of registration and within 5 years from the date of admission. Under rare circumstances, the Vice-Chancellor may allow one more year to a candidate to

- submit his thesis but the UGC Non-NET fellowship cannot be given to any candidate after completion of 4 years.
- (ii) A PhD candidate must publish at least one research paper in a refereed journal before the submission of the thesis and produce evidence of the same in the form of acceptance letter or reprint at the time of submission of thesis.
 - (iii) At least two months before the date of submission of the PhD thesis, a candidate shall give a pre-submission seminar to be arranged by the HoD on the request of the candidate and recommendation of the Supervisor.
 - (iv) The candidate may revise his thesis suitably in the light of the discussion during the seminar and submit his thesis within 2 months from the date of admission.
 - (v) In case of genuine difficulty, the DRC, on the written recommendation of the Supervisor and HoD, may consider extension of time up to a maximum period of two semesters from the due date of submission of his thesis. If a candidate fails to submit his thesis within the extended date his registration shall stand cancelled and he may apply afresh for admission to a research degree programme.
 - (vi) The thesis shall be submitted in type-written and hard bound form along with a soft copy (CD). The number of copies to be submitted is four.
 - (vii) The final thesis should be submitted along with the following documents:
 - a. A declaration from the candidate that the thesis is work of his own and has not been submitted to any other university for any degree.
 - b. No due certificate from the Librarian.
 - c. No due certificate from the Finance Department.
 - d. No due certificate from the Warden of the hostel concerned if applicable.
 - (viii) The thesis shall have the following specifications:
 - a) The paper used for printing shall be of A4 size.
 - b) Printing shall be in Times New Roman, 12`, double space, and on one side of the paper.
 - c) A margin of one-and-a half inches shall be on the left hand side and one inch in other three sides.
 - d) The shin of the thesis shall indicate, from top to bottom, the degree for which the thesis is submitted, the family name of the candidate and the year of submission.
 - e) The cover page shall have the title of the thesis at the top followed by name of the candidate, name of the Department, name of the School, a line stating "Submitted in partial fulfillment of the degree of Doctor of Philosophy", month and year of submission. The University shall provide a sample copy of the title page.
 - (x) The thesis shall be written in English except when it is related to any other modern Indian or foreign languages.
 - (xi) All theses shall be subjected to mandatory plagiarism test, as plagiarism is a serious crime today. If a thesis fails the plagiarism test the same shall be returned to the candidate with the plagiarism test report for the needful action at his end. If he does not resubmit the same within three months from the date on which his thesis is returned the thesis shall be treated as withdrawn by the candidate and no further action shall be taken towards its evaluation by the examiners.

10. Appointment of Examiners

- (i) The Supervisor shall submit a panel of five examiners with expertise in the concerned field and at least at the level of Associate Professors to the Vice-Chancellor through the concerned Dean of the School. He will provide complete and up to date postal address along with PIN, email ID and mobile number.
- (ii) The thesis shall be sent to three experts, including the Supervisor. If the Supervisor happens to be related to the candidate the panel of examiners shall be submitted by the HoD and if the HoD also happens to be the Supervisor the same shall be submitted by the Dean. If such a situation, all the three examiners shall be external examiners.
- (iii) The examiners shall ordinarily be selected from within the country. Where a Supervisor considers it desirable to send one copy of the thesis abroad a separate panel of foreign examiners may be submitted by him and the cost of international speed post may be borne by the candidate.
- (iv) The committee for evaluation of the public defence of the thesis shall be appointed by the Dean in consultation with the HoD and the Supervisor. The meeting of the committee will be convened by the HoD and chaired by the Chairman of the DRC.

11. Evaluation

1. After the panel of examiners is approved, the Controller of Examinations (CoE) shall contact the examiners approved by the Vice-Chancellor from the panel of examiners within seven days through email/phone call.
2. If an examiner does not accept the examinership, the CoE shall contact the next examiner on the panel without losing any time.
3. The CoE shall forward to the examiners who accept his request a copy of the thesis, evaluation form, remuneration form and a pre-stamped and self-addressed envelope within a week from the date of the receipt of their acceptance.
4. The examiners shall be requested to send their reports to the CoE within 45 days from the date of receipt of the thesis and send a reminder through sms/email one week before the deadline. If an examiner fails to submit his report within the deadline, the CoE shall send him a final reminder extending the time by another 15 days. If an examiner is still not able to send the report the CoE shall invite the next examiner from the approved panel to evaluate the thesis.
5. In case one of the examiners gives unfavourable report the CoE shall send the thesis to another examiner from the approved panel of examiners. If such an examiner also gives unfavourable report, the candidate shall be declared to have failed.
6. If one of the examiners recommends the award of the degree subject to revision of the entire or part of the thesis along the suggestions made by him the candidate shall revise his thesis in consultation with his supervisor and submit the same within a period of six months from the date of communication by the CoE. The thesis then shall be sent to the examiner who has sought revision for his final approval.

12. Viva Voce and Defense of the Thesis

1. The favourable reports received from the examiners shall be immediately forwarded by the CoE to the Dean, who, after confirming that the reports are favourable, shall arrange the viva voce and the defense of the thesis at the earliest date. The Dean shall constitute and notify the viva voce committee consisting of the internal examiner, one of the external examiners, and one senior faculty member from an allied department. The committee shall submit its report to the CoE, through the HoD, on the same day.
2. The date, time and the place for the viva voce and defense of thesis shall be notified by the HoD at least seven days in advance. Such a notice shall be circulated to all the allied departments and also uploaded in the University's website.
3. In case of successful defense, the CoE shall submit all the reports, including that of viva voce, to the Vice-Chancellor for his approval of the result and subsequent notification of the same by the CoE. If the defense is not satisfactory the committee would record the reasons for the same and suggest an appropriate date for repeat viva voce after 30 days from the date of the first viva voce.

13. Depository with UGC

Following the successful completion of the evaluation process and notification of the award, the University shall submit a soft copy of the PhD thesis to the UGC within a period of thirty days, for hosting the same in INFLIBENT. The University shall also upload the thesis in its D-Space Repository and one hard copy shall be sent to the Central Library.

14. Award of Degree

1. The result shall be officially declared by the CoE within seven days from the date of approval by the Vice-Chancellor. The result shall mention the name of the candidate, registration number and date, title of the thesis, degree, name of the Supervisor, name of the Department and name of the School. The notification shall also be uploaded in the University website.
2. The University shall issue a provisional certificate to the effect that the degree has been awarded in accordance with the Regulations issued by the UGC as per the Notification of June 2009.
3. Formal award of the degree shall be made on the day of next Convocation of the University.

15. Removal of Difficulty

In case of any difficulty in interpretation of the above guidelines the Vice-Chancellor shall have the powers to interpret them as he deems correct and take appropriate action accordingly.

Sikkim University Rules on Internship

1. Normally, one internship is permitted during one academic year.
2. The internship shall be ordinarily conducted during the vacation.
3. Duration of an internship shall normally not exceed the number of days prescribed and shall in no case affect the class work.
4. A student seeking to undergo internship may apply for permission of the Head of Department in the application form prescribed (Annexure)
5. All proposals for internship must be directly related to the course prescribed. HoD shall consider this aspect categorically at the time of forwarding the application.
6. Application for Internship should be submitted at least 60 days before the due date of commencement of internship.
7. Students must observe strict discipline during internship and conduct in such a way as to project themselves as worthy students of Sikkim University. Any report of misconduct/indiscipline shall be dealt with seriously and stern action will be taken against the delinquent.
8. Every student shall maintain a diary of daily activities performed during the internship and get it countersigned by the authority under whom internship was held. The diary shall be invariably submitted to HoD together with an overall report of the experience gained during the course of internship. Departments may consider prescribing suitable format in which the report should be prepared and presented by interns.
9. Financial assistance of the University shall be limited to students recommended by the concerned Head of Department/In-charge to undergo internship to the following extent:
 - a. To and fro train fare by sleeper class and/ or ordinary bus fare by shortest route. Production of tickets in original is mandatory.
 - b. Per diem at the rate prescribed by the University from time to time. Provided that a student undergoing internship in his home- town shall receive 50% of the normal rate of per diem.
 - c. Advance to the extent of 80% of the anticipated expenditure may be granted, if sought, subject to furnishing the undertaking that the final claim for settlement of advance will be preferred within 10 (ten) working days of the completion of internship. Failure to do so will attract penalty of Rs. 100 per day and the student shall also be debarred by the HoD from writing the next end-semester examination.

Guidelines for Supporting Participation of Faculty Members and Officers in Seminars/Conferences/Workshops etc in India and abroad

The University shall abide by the following guidelines for supporting participation of faculty members and administrative officers in seminars/conferences/workshops etc held in India and abroad:

A. General

1. The financial support is for presentation of papers, keynote addresses and plenary addresses and not for poster presentation and/or discussion only.
2. The financial support will cover the registration fees and to and fro flight charges by economy class and by the shortest route.
3. The theme of the seminar/conference/workshop should be directly related to the discipline or area of expertise of the teacher concerned.
4. The Deans' Committee will decide whether or not a teacher may be considered for financial support by the University. Where the Chairman has to decide urgently on an application these guidelines shall be taken into consideration by him and the matter will be reported in the next meeting of the Deans' Committee.
5. The teachers desirous of seeking financial support for international seminar must apply at least three months before and for national/regional seminar at least one month before the date of the seminar/conference/ workshop etc. through their HoD/IC and in case of HoD/IC through the concerned Dean to the Chairman of the Deans' Committee. The Deans may apply to the Chairman of the Deans' Committee directly.
6. The application must be accompanied with one hard and one soft copy of full paper and the letter of invitation/acceptance of paper for presentation.
7. The settlement of account must be accompanied by a brief report on the seminar and certificate of participation within 15 days after return.
8. No faculty member shall be allowed to participate in more than 14 days seminars/conferences/workshops etc. in one year, with or without the University funding. This stipulation does not apply to their participation during holidays and vacations.
9. Only one teacher at a time will be sanctioned "Duty Leave" for the above purpose.

B. Specific

1. All permanent faculty members, who need financial support for participation in seminars/conferences etc. within the country shall be considered by the Deans' Committee once in a year and the same shall be considered for outside the country once in three years only.
2. The total number of teachers the University may support in one academic year is 30 for seminars/conferences within the country and 5 for outside the country. If there are more applications, the Deans' Committee may give first preference to Assistant Professors, second preference to Associate Professors and third preference to Professors.

3. The financial support provided by the University shall not exceed Rs.20 thousand for seminars/conferences/workshops within India and shall not exceed Rs.1 lakh for such events abroad.
4. For conferences/seminars abroad partial support is easily available from various sources like ICSSR, DBT, DST, CSIR, DAE and so on. If a teacher manages to secure at least 50% of the expenses from any other source, he/she will be eligible for the next participation after 1.5 years, instead of 3 years. If a teacher secures 100% of the funding from other sources he/she will be eligible for University funding in the same year.

A teacher participating in seminars/conferences/workshops abroad shall be eligible to receive per diem as per the government of India orders issued from time to time, but the total funding, including travel and registration, will not exceed 1 lakh. The per diem rates are subject to adjustment as under:

- a) If all meals are provided free, only 25% of per diem will be admissible.
- b) When hotel charges are reimbursed separately and that includes breakfast, the per diem shall be reduced by 10%.

Draft Statute of the College Development Council

14-A

- (1) College Development Council shall consist of the following members, namely:
- i. Vice-Chancellor; ex-officio Chairman
 - ii. Pro-Vice-Chancellor; ex-officio
 - iii. Two teachers of the Postgraduate departments, of which one shall be from Sciences and another from Humanities and Social Sciences, to be nominated by the Vice-Chancellor;
 - iv. Two Principals of affiliated colleges, of which one shall be from government college and one from private/missionary college by rotation in order of the date of establishment of a college;
 - v. Two teachers of the affiliated colleges to be nominated by the Vice-Chancellor
 - vi. Director of Public Instruction/Higher & Technical Education of the State; ex-officio
 - vii. The Dean of Students' Welfare; ex-officio
 - viii. The Finance Officer; ex-officio
 - ix. The Controller of Examinations; ex-officio
 - x. The Librarian; ex-officio
 - xi. The Registrar; ex-officio Secretary

Constitution of the College Development Council

- (2) All members of the College Development Council, other than the ex-officio members shall hold office for a term of three years.

Terms of office of the members of the College Development Council

Any vacancy arising due to illness, death or resignation or otherwise, shall be filled up as soon as possible and the member(s) so appointed shall continue in office for the residual term.

- (3) One-third of the actual members of the College Development Council shall form the quorum for the meetings for the College Development Council.

Quorum of meeting of the College Development Council

(4) Subject to the provision of this Act, the Statute and the Ordinances, the College Development Council shall have the following powers, namely:

**Powers and Functions of
the College Development
Council**

- i. To provide a forum for consideration of various aspects of education in the affiliated colleges/institutions of the University with a view to continuously improve the general educational standards in the colleges;
- ii. To help the affiliated colleges prepare developmental projects which may be financed by the state government or other funding agencies such as University Grants Commission;
- iii. To assess periodically the physical facilities in the affiliated colleges with reference to the number of students and the subjects taught and make recommendations to the UGC or state government for their improvement;
- iv. To review the academic performance of affiliated colleges from time to time and make suggestions for improvement;
- v. To review the examination systems and suggest innovations and improvement from time to time;
- vi. To take action on the Inspection reports on various colleges/institutions;
- vii. To prepare and maintain an up-to-date profile on each college/institution/subject/courses of study affiliated to the University, revising the existing facilities and identifying the needs and gaps that need to be filled for their development.