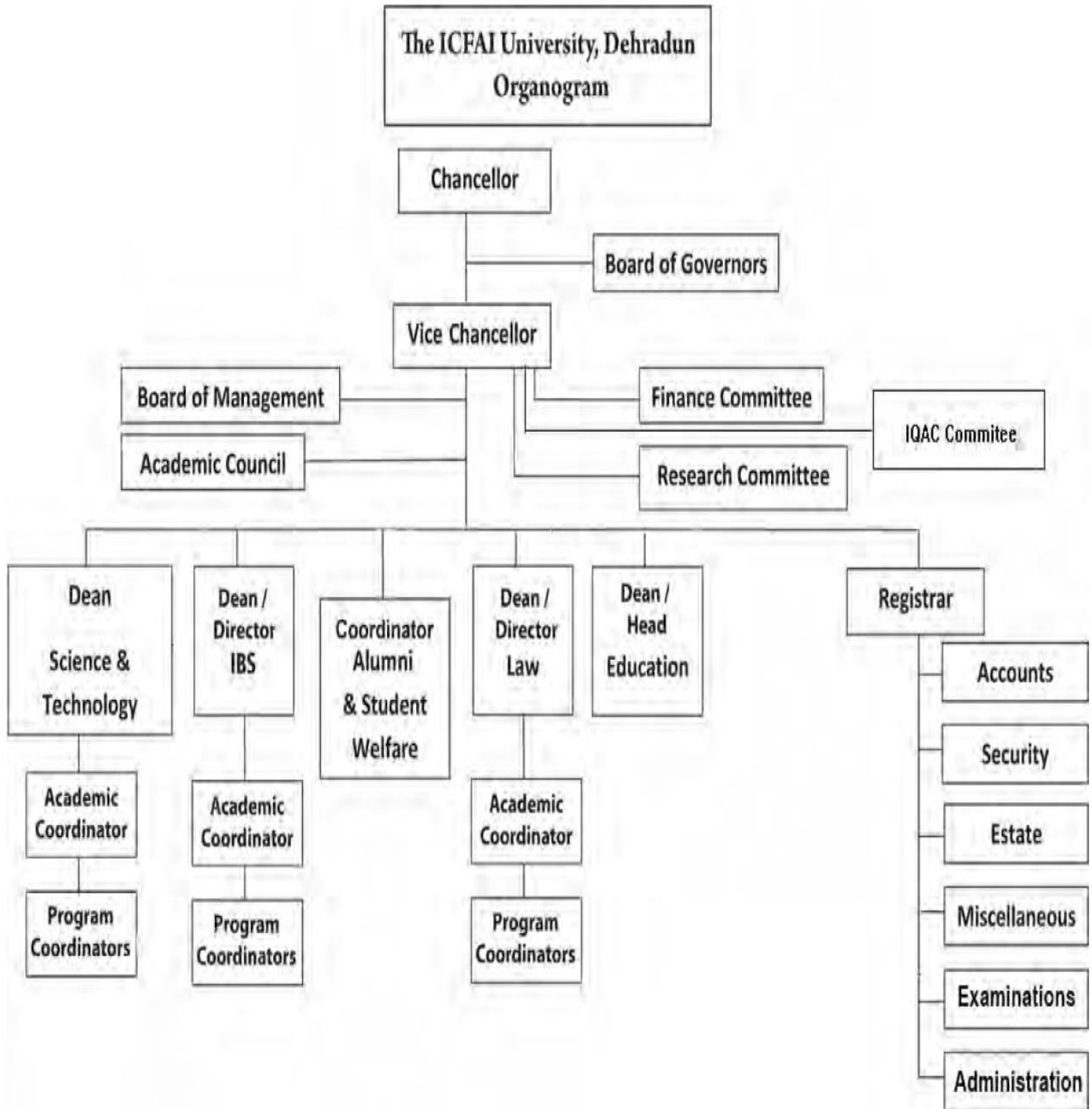


Information under The Right to Information Act, 2005

Introduction (Basic Information under the RTI Act, 2005)

Background of this Handbook	The Right to Information Act, (RTI Act)
Objectives and purpose of this Handbook	To provide information about the University and sources of information
Users of this Handbook	General Public
Organization of the information in this Handbook	As per guidelines of the UGC University: The ICFAI University, Dehradun.
Definitions	Act : The Right to Information Act, 2005
Contact Person	Mr. Pavan Pandey Office Executive The ICFAI University, Dehradun Rajawala Road, Central Hope Town, Selaqui, Dehradun 248 011 Tel: (0135) 3003066 Email: pio@iudehradun.edu.in



Information under The Right to Information Act, 2005

1. The particulars of Organization, Functions and Duties

- (a) Establishment September, 2003

<https://iudehradun.edu.in/icfaiuniversity-dehradun.html>

- (b) Mission and Objectives

<https://iudehradun.edu.in/Vision.html>

- (c) Main activities/functions of the University

The ICFAI University activities comprise of providing high quality and industry relevant education in the areas of Applied Financial Management, General Management, Applied Sciences and Technology and to provide for matters connected therewith or incidental thereto.

1. Full time PG Program

<https://www.iudehradun.edu.in/#>

2. Full time UG Program

<https://www.iudehradun.edu.in/#>

3. Distance Education Programs

https://flp.iudehradun.edu.in/current_students.asp

(d) Address of the University

The ICFAI University, Dehradun
Rajawala Road,
Central Hope Town, Selaqui,
Dehradun-248 011

(e) University working hours

Teaching	:	(as per academic calendar)
Administration	:	9.00 a.m. to 6.00 p.m. (Monday to Friday)
Library	:	9.00 a.m. to 6.00 p.m. (Monday to Friday)
Holiday	:	Saturday and Sunday and Public Holidays

Information under The Right to Information Act, 2005

2. The powers and duties of Officers and Employees

Officers of the University

(As per the University Act)

11. The following shall be the officers of the University:
 - (a) The Visitor
 - (b) The Chancellor
 - (c) The Vice-Chancellor
 - (d) The Pro-Vice-Chancellor
 - (e) The Registrar
 - (f) The Finance Officer and
 - (g) Such other officers as may be declared by the Statutes to be officers of the University.
13.
 - (1) The ICFAI shall, with the prior approval of the Visitor, appoint a person suitable to be appointed as Chancellor, as the Chancellor of the ICFAI University.
 - (2) The Chancellor so appointed shall hold the office for a period of five years.
 - (3) The Chancellor shall have such powers as may be conferred on him by this Act or the Statutes made there under.
14.
 - (1) The Vice-Chancellor shall be appointed on such terms and conditions as may be prescribed by the statutes for a term of three years by the Chancellor from a panel of three persons recommended by the Committee constituted in accordance with the provisions of sub-section (2).
 - (2) The Committee referred to in sub-section (1) shall consist of the following persons viz:-
 - (a) One person nominated by the Visitor
 - (b) One person nominated by the Chancellor
 - (c) The Principal Secretary/ Secretary to the State Government in the Higher Education Department.
 - (d) Two nominees of the Board of Governors, one of whom shall be nominated as the convener of the committee by the Board of Governors.
 - (3) The committee shall, on the basis of merit, prepare a panel of names of three persons suitable to hold the office of the Vice-Chancellor and forward the same to the chancellor along with a concise statement showing the academic qualifications and other distinctions of each person.

- (4) The Vice-Chancellor shall be the Principal executive and academic officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of the authorities of the University.
 - (5) Where any matter other than the appointment of a teacher is of urgent nature requiring immediate action and the same could not be immediately dealt with by any officer or the authority or other body of the University empowered by or under this Act to deal with it, the Vice-Chancellor may take such action as he may deem fit with the prior approval of the Chancellor.
 - (6) The Vice-Chancellor shall exercise such other powers and perform such other duties as may be laid down by the Statutes of the Rules.
 - (7) The Chancellor is empowered to remove the Vice-Chancellor after due enquiry. It will be open to the Chancellor to suspend the Vice-Chancellor during enquiry depending upon the seriousness of the charges, as he may deem fit.
15. A Pro-Vice-Chancellor may be appointed by the Vice-Chancellor with prior approval of the Chancellor in such manner and shall exercise such powers and perform such duties as may be prescribed by Statutes.
- 16 Deans of faculties shall be appointed by the Vice-Chancellor in such manner and shall exercise such powers and perform such duties as may be prescribed by Statutes.
- 17 (1) The Registrar shall be appointment by the Chancellor in such manner and on such terms and conditions as may be prescribed.
- (2) All contracts shall be entered into and signed by the Registrar on behalf of the University.
- (3) The Registrar shall have the power to authenticate records on behalf of the University and shall exercise such other powers and perform such other duties as may be prescribed or may be required from time to time, by the Chancellor or the Vice-Chancellor.
- (4) The Registrar shall be responsible for the due custody of the records and the common seal of the University and shall be bound to place before the Chancellor, the Vice-Chancellor or any other authority, all such information and documents as may be necessary for transaction of their business.
18. The Finance Officer shall be appointed by the Chancellor in such manner and shall exercise such powers and perform such duties as may be prescribed.
19. The manner of appointment, terms and conditions of service and powers and duties of the other officers of the University shall be such as may be prescribed.

Information under The Right to Information Act, 2005

3. Procedure followed in the decision-making process, including channels of supervision and accountability.

Decisions in various matters are taken by the appropriate authorities of the University as per the procedures, laid down under the various provisions of the Act, Statutes, and Rules of the University.

Information under The Right to Information Act, 2005

4. The Norms set by it for the discharge of its functions.

Norms and standards for various programmes of the University are set by the respective Academic Committees which also monitor the various academic programmes.

Information under The Right to Information Act, 2005

5. **The Rules, Regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.**
- A. The ICFAI University Act, 2003
 - B. First Statutes
 - C. Rules

Authorities of the University

(As per the University Act)

- 20 The following shall be the authorities of the University, namely:
- (a) The Board of Governors;
 - (b) The Board of Management;
 - (c) The Academic Council;
 - (d) The Finance Committee; and
 - (e) Such other authorities as may be declared by the Statutes to be the authorities of the University.
21. (1) The Board of Governors shall consist of the following:
- (a) The Chancellor - Chairman
 - (b) The Vice-Chancellor - Member Secretary
 - (c) Principal secretary/ secretary to the State Government in the Higher Education Department or a Secretary to the State Government nominated by the State Government.
 - (d) Three persons nominated by the ICFAI, Hyderabad;
 - (e) A nominee of the U.G.C,
 - (f) Two eminent educational and academicians, out of whom at least one will be a woman, nominated by the Visitor.
 - (g) Two academicians out of whom at least one will be a woman nominated by the Chancellor.

The Registrar shall be an ex-officio Secretary of the Board of Governors.

- (2) The Board of Governors shall be the principal governing body of the University and shall have the following powers, namely:

- (a) To appoint the Statutory Auditors of the University;
 - (b) To lay down policies to be pursued by the University
 - (c) To review decisions of the other authorities of the University if they are not in conformity with the provisions of this Act, or the Statutes or the Rules;
 - (d) To approve the budget and annual report of the University;
 - (e) To make new or additional Statutes or amend or repeal the earlier Statutes and Rules;
 - (f) To take decision about voluntary winding up of the University;
 - (g) To approve proposals for submission to the State Government; and
 - (h) To take such decisions and steps as are found desirable for effectively carrying out the objects of the University;
- (3) The Board of Governors shall, meet at least thrice a year at such time and place as the Chancellor thinks fit.
22. (1) The Board of Management shall consist of:
- (a) The Vice-Chancellor;
 - (b) The Registrar;
 - (c) Four persons, nominated by the ICFAI, Hyderabad;
 - (d) Two Deans of the faculties as nominated by the Chancellor;
 - (e) Principal Secretary/ Secretary to the State Government in the Higher Education Department or his nominee not below the rank of Joint Secretary to the State Government.
- The Vice-Chancellor shall be the Chairperson of the Board of Management and the Registrar shall be the Secretary of the Board of Management.
- (2) The powers and functions of the Board of Management shall be such as may be prescribed.
23. (1) The Academic Council shall consist of:
- (a) The Vice-Chancellor - Chairman
 - (b) The Registrar - Secretary
 - (c) Such other members as may be prescribed in the Statutes.
- (2) The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes and the Rules, co-ordinate and exercise general supervision over the academic policies of the University.
24. (1) The Finance committee shall consist of:
- (a) The Vice-Chancellor - Chairman
 - (b) The Registrar - Secretary
 - (c) The Finance Officer
 - (d) Principal Secretary/ Secretary to the State Government in the Higher Education Department or his nominee not below the rank of Joint Secretary to the State Government.
 - (e) Such other members as may be prescribed in the Statutes.
- (2) The Finance Committee shall be the principal financial body of the University to take care of financial matters and shall, subject to the provisions of this Act, Rules

Statutes and Acts, co-ordinate and exercise general supervision over the financial matters of the University.

25. The Constitution, powers and functions of the other authorities of the University shall be such as may be prescribed.
26. No act or proceeding of any authority of the University shall be invalid merely by reason of the existence of any vacancy or defect in the constitution of the authority.

Information under the Right to Information Act, 2005

6. A statement of the categories of documents that are held by it or under its control.

- (a) The ICFAI University Act, 2003, First Statutes and Rules of the University.
- (b) The ICFAI University Brochure
- (c) Annual Report
- (d) Calendar of Programs

Information under the Right to Information Act, 2005

- 7. Particulars of any arrangements that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation there of**

The ICFAI University is a private self-financed University. It is functioning strictly in accordance with the provisions of the Act.

Information under the Right to Information Act, 2005

8. A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

Board of Management

1	Prof (Dr.) Ramkaran Singh
2	Principal Secretary Higher Education (Govt. Of Uttarakhand)
3	Dr. P. Venketeswarlu
4	Dr. A V Vedpuriswar
5	Prof. A V Narsimha Rao
6	Prof. Biplab Haldar
7	Brig. Rajiv Sethi(Retd.)
8	Dr. Monika Kharola
9.	Dr. Meena Bhandari

Board of Governors

1	Dr. Uday B. Desai
2	Prof (Dr.) Ramkaran Singh
3	Principal Secretary Higher Education (Govt. of Uttarakhand)
4	Prof. R.P. Kaushik
5	Dr. S Kishore Kumar
6	Dr. T.R.K. Rao
7	Prof. Rupa Shah
8	Dr. Savita Mohan
9	Brig. Rajiv Sethi (Retd.)

The Finance Committee

1	Prof (Dr.) Ramkaran Singh, Vice Chancellor
2	Brig. Rajiv Sethi (Retd.), Registrar
3	Mr. V Bharadwaja, Finance Officer
4	Principal Secretary, Higher Education (Govt. of Uttarakhand)
5	Ms. Y. Ratna Bhanu

The meetings of the Board of Governors, Board of Management, Academic Council, Finance Committee and Research Committee are not open for public. Hon'ble members of the committee only attend the meetings. The minutes of such meetings are not accessible to public; they are circulated among the members only.

Information under The Right to Information Act, 2005

9. A Directory of Officers and Employees

<https://iudehradun.edu.in/IBS-Faculty-Resources.html>

<https://iudehradun.edu.in/FST-Faculty-Resources.html>

<https://iudehradun.edu.in/FOL-Faculty-Resources.html>

<https://iudehradun.edu.in/FOEDU-Faculty-Resources.html>

Information under The Right to Information Act, 2005

10. The Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations

The pay scales of the various teaching and Non-teaching staff are in accordance with UGC guidelines / norms.

Information under The Right to Information Act, 2005

11. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

The ICFAI University is a self-financed statutory authority which avails no grants either from the State or the Central Government. The University has no agencies.

Information under The Right to Information Act, 2005

- 12. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;**

The ICFAI University is a private self-financed University and no subsidies are received or executed by the University.

Information under The Right to Information Act, 2005

13. Particulars of recipients of concessions, permits or authorizations granted by it;

Scholarships:

Rules and regulations for Financial Assistance

- i. The Registrar shall cause the rules for the fixation of fee and rules for the grant of scholarships to be made, and present the same for approval of the Board of Governors at the earliest opportunity.
- ii. The Finance Committee may decide on the fee payable for each of the programs of the University and the grant of scholarships, keeping in view the recommendations of the Academic Council and the Rules framed for the purpose.

The provisions in the First Statutes shall apply to the students who are distinctly meritorious in their specific streams.

Information under The Right to Information Act, 2005

14. Details in respect of the information, available to or held by it, reduced in an electronic form;

All relevant information about the University activities are available on the website.

<https://www.iudehradun.edu.in/>

Information under The Right to Information Act, 2005

15. **The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;**

Information about the University is available at <https://www.iudehradun.edu.in/> for public.

Information under The Right to Information Act, 2005

16. The names, designations and other particulars of the Public Information officers;

<https://www.iudehradun.edu.in/RTI-ACT-2005.html>

Information under the Right to Information Act, 2005

17. Such other information as may be prescribed and thereafter update these publications every year;

Information often required by students, staff and citizens are available on the website of the University:

<http://www.iudehradun.edu.in/>

Information under The Right to Information Act, 2005

18. Non accessibility of information:

Information of the nature referred to in section 8 of the Right to Information Act, 2005 will not be made available to the public.