

# ORDINANCE NO - 41

## COLLEGE CODE

1. This Ordinance shall be called "The College Code Ordinance".
2. This Code shall apply to all colleges admitted to the privileges of the University except Colleges maintained by the University and State Government.
3. The Karya Karini Samiti may exempt for reasons to be recorded for such period as may be specified by it, any College from the operation of any of the provisions of this Code.
4. The Karya Karini Samiti may exempt or relax the provisions of the Paragraphs 35 and 51 in the cases of persons already appointed to these posts prior to the commencement of this Code.
5. In this Ordinance, unless there is anything repugnant in the subject or context-
  - (a) The expressions "The Karykarini Samiti", and "Kulapati" used in this Ordinance shall have the same meaning respectively assigned to them as in the Indira Kala Sangit Vishwavidyalaya Act, its Statutes and Ordinances.
  - (b) "College" means an educational institution admitted to the privileges of the University either as an affiliated or a constituent college.
  - (c) The affiliated Colleges shall be classified in three groups as under:
    - (i) "Junior Colleges" shall be those imparting instructions in respect of courses of studies for Junior and or Senior Diploma of the University.
    - (ii) "Degree Colleges" - Shall be those imparting instructions in respect of courses of studies upto the Degree standard; and
    - (iii) "Post-Graduate Colleges" shall be those which impart instructions in respect of courses of studies for one or more subject of Post-graduate standard.
  - (d) "Foundation Society" means a body of persons, registered or incorporated under any law for registration or statutory incorporation which founds and maintains a College admitted to or seeking admission to the privileges of the University and further undertakes to maintain and to run it upto the standard as may be prescribed by the University in its Statutes, Ordinances and Regulations. In the case of a College maintained by a Local bodym the Managing Committee of the Local Body or if the Body is superseded, the officer who discharges the functions of the Body shall, for the purposes of this Ordinance, be deemed to be the Foundation Society.
  - (e) "Governing Body" means the Council of management for the Control and general management of the College as prescribed by the University Act, Statutes, Ordinances , Regulations, Resolutions and directions of the University.
  - (f) "President of the Foundation Society" means a person who is the executive Head of the Foundation Society by whatever name called.
  - (g) "Principal" means the Academic and Administrative Head of the College by whatever name called and it shall have the same meaning assigned to it as in the University Act.

- (h) "Donor" means a person or an Association, or a Charitable Trust or any other Institution other than the Foundation Society of a College, paying a donation of not less than Rs. 3000/- for any specific purpose to the funds of the College, who may be recognised by the Karyakarini Samiti of the University to be the 'Donor' of the College.
6. (a) The Foundation Society of the College shall be responsible for providing the necessary funds for the maintenance and upkeep of the College up to the standard required by the University.
- (b) The Foundation Society shall create an Endowment Fund and/or provide land and building as follows:-
- (i) An Endowment of the value fixed by the university from time to time shall be deposited in the name of the College to be utilized only and exclusively for the purpose of the College, viz :-
- |       |                        |   |     |
|-------|------------------------|---|-----|
| (i)   | Junior College         | - | Rs. |
| (ii)  | Degree College         | - | Rs. |
| (iii) | Post-Graduate College. | - | Rs. |
- Or
- (ii) An Endowment of the value in cash or securities and suitable accommodation free of rent for the exclusive use of the College sufficient to meet the requirement of the College for at least two years, decided by the university from time to time viz :-
- |       |                        |   |     |
|-------|------------------------|---|-----|
| (i)   | Junior College         | - | Rs. |
| (ii)  | Degree College         | - | Rs. |
| (iii) | Post-Graduate College. | - | Rs. |
- Or
- (iii) Contribute annually a sum of not less than that decided by the university from time to time till such time as the conditions under sub-para (a) or (b) above are fulfilled, viz:-
- |       |                        |   |     |
|-------|------------------------|---|-----|
| (i)   | Junior College         | - | Rs. |
| (ii)  | Degree College         | - | Rs. |
| (iii) | Post-Graduate College. | - | Rs. |
7. The Karyakarini Samiti may permit the Colleges existing prior to the adoption of the Code to fulfil these conditions within a period of 5 years.
8. The Foundation Society shall carry out all lawful directions of the University issued from time to time and shall maintain and run the College in accordance with the Act, Statutes, Ordinances, Regulations, Resolutions and directions of the University.
9. No office bearer of the Foundation Society shall hold any office of profit in the College.
10. The University shall cause inspection of the College from time to time to satisfy itself that the Foundation Society is duly fulfilling its obligations under this Ordinance.
11. On the report of inspection, if the Karyakarini Samiti is satisfied, after reasonable opportunity being given to the Foundation Society, that it has failed to observe any or all of the obligations provided for by this Ordinance, the University may take any of the following steps :-

- (a) Withdrawl of the right of representation of the Foundation Society on the Governing Body;
- (b) Withdrawl of the Affiliation of the College either for individual subject or for the College as a whole.
- (c) Such other action as may be deemed appropriate by the Karyakarini Samiti.

The decision of the Karyakarini Samiti in the matter of the aforesaid action shall be final; but in the matter of punishment, an appeal may be made to the chancellor, whose decision shall be final and not open to challenge in any manner.

12. The Foundation Society shall possess and exercise the following rights :-

- (a) Appointment of the Principal and other teachers in the First year of establish-ment of a College, subject to subsequent approval by the University.
- (b) Sanction for establishing such new departments of studies or creation of such new posts as involve additional annual expenditure exceeding Rs. 15,000/-.
- (c) Sanction of items of new expenditure exceeding Rs. 5,000/- in the case of non-recurring expenditure and exceeding Rs. 2,000/- in the case of recurring expenditure.
- (d) Appointment of Auditors for the College.
- (e) The Foundation Society, for the proper discharge of its duties, functions and responsibilities, may call for such information as it considers necessary and may pass such resolutions as may deem proper and forward the same to the Governing Body for necessary action.

Provided that the Foundation Society shall not interfere with the internal administration of the College.

Provided further in case of any difference between the Foundation Society and the Governing Body, the matter shall be referred to the Karya-karini Samiti and its decision shall be binding.

13. The Governing Body of every college shall consist of -

- (a) The President of the Foundation Society.  
(Ex-Officio Chairman).
- (b) Two representatives of the Foundation Society other than the Chairman.
- (c) The Principal of the College.  
(Ex-Officio Secretary).
- (d) Two representatives of the teaching staff elected by them from amongst such teachers who have served the College for a period of not less than one year provided that no teacher shall be elected for more than two consecutive terms.
- (e) One representative of Donors. This right of membership of the representative of donors will remain in the case of an individual during his life time and in the case of Association/Firms during the period of their existence.
- (f) One member nominated by the Kulapati of the University.
- (g) One member nominated by the Gavernment of Chhatisgarh if the College receives Grant-in-aid.

14. No teacher of an Educational Institution shall be a member of the Governing Body of the College under sub-paragraph (a), (b), (e) and (g).
15. The Chairman of the Foundation Society and Principal of the College shall be ex-officio Chairman and the Secretary of the Governing Body respectively.
16. All the elected and nominated members of the Governing Body shall have a term for three years. In the case of election or nomination in a casual vacancy, the term shall be for the residual period.
17.
  - (a) The Governing Body shall meet at least twice a year. Five members of the Governing Body shall form a quorum.
  - (b) Meetings of the Governing Body shall be called by the Secretary in consultation with the Chairman. Ordinarily 5 days notice shall be given for ordinary meetings but in special cases, an emergent meeting may be called by giving 24 hours notice. In case, the Secretary does not call a meeting when directed by the Chairman, then the Chairman may call the meeting.
  - (c) Notice shall be sent to the members either personally or under Certificate of posting.
18. In the absence of the Chairman at any meeting, the members present shall elect a Chairman for that meeting.
19. The Chairman shall have a vote and in the case of equality of votes, a casting vote.
20. The Secretary of the Governing Body shall take the necessary steps for filling all vacancies on the Governing Body as soon as they occur.
21. No act or proceedings of the Governing Body shall be invalid merely by reason of any vacancy in its membership or any defect or irregularity in the appointment or election of a member.
22. The Governing Body shall be responsible for the management of the College and in particular for the -
  - (a) Management and regulation of the Finances, accounts, investments, property and other assets of the College and annual audit of accounts of the College;
  - (b) Adoption of the budget and other financial statements;
  - (c) Appointments, promotion, punishment, suspension and dismissal of teachers of the College, provided no action for abolition shall be taken without the previous approval of the University; and
  - (d) Creation of new departments of studies and new teaching and other posts with the approval of the Foundation Society, wherever necessary.
23. The Governing Body may make rules, consistent with the provisions of the University Act, Statutes and Ordinances, with regard to :-
  - (a) Laying down the procedure to be observed at its meeting ;
  - (b) Prescribing the manner in which its decisions shall be given effect to; and
  - (c) The management of the College.
24. The Governing Body shall submit to the Foundation Society not later than the 31st August of each year -
  - (a) An Annual Report on the work and progress of the College for the year ending the 30th June ;

- (b) A statement of the Annual Accounts for the year ending 31st March together with an audit report by an auditor appointed by the Foundation Society; and
  - (c) Budget Estimates for the ensuing year.
25. The Governing Body shall submit to the Foundation Society proposal for such items of new expenditure exceeding Rs. 5,000/- in the case of non-recurring and exceeding Rs. 2,000/- in the case of recurring expenditure which involve an additional financial liability on the Foundation Society.
26. In case the Foundation Society does not communicate, in writing its decision on such proposals within three months of the date of receipt thereof, the Foundation Society shall be deemed to have accepted these proposals and the Governing Body shall be entitled to proceed with its proposals as if the Foundation Society has expressly Communicated its acceptance.
27. The Governing Body shall have and exercise such other powers as are not appecifically provided in this Code and are not in consistent with other provisions of this Ordinance.
28. There shall be for each College, a College Council consisting of the Principal and all teachers of the college.
29. The Principal and the Vice-Principal, if any, of the College shall respectively be the ex-officio President and Vice-President of the Council.
30. The Secretary shall be elected by the Council from amongst its members. He shall hold office for one year, but for not more than two consecutive terms.
31. The Council shall, as far as possible, meet once every month, during the session-
- (a) to discuss the progress of studies in the College.
  - (b) to bring to the notice of the Governing Body the needs of the students and teachers ;
  - (c) to make recommendations to the Governing Body through the Principal for improvement of the academic efficiency of the College,
  - (d) to advise the Principal on such matters relating to the internal management of the College and discipline of its students as may be referred to it from time to time.
  - (e) to advise and assist the Principal in the preparation of the time table, promotion and detention of students on the results of the-College examinations and for the organization of the extra curricular activities of the College.
  - (f) to consider and to bring to the notice of the Governing Body through the Principal matters affecting tee interests, rights and privileges of the teachers as a class.
32. (a) The first Principal of the College shall be appointed by the Foundation Society, subject to subsequent approval by the University.
- (b) Subsequent appointments of the Principals shall be made by the Governing Body on the recommendations of a Selection Committee consting of-
- (i) President of the Governing Body.  
(Chairman)
  - (ii) A nominee of the Vice-Chancellor.
  - (iii) A member elected by the Governing Body from amongst its members other than teachers of the College.

- (c) The Selection Committee shall investigate the merits of the various candidates and shall recommend the names of persons suitable for the post arranged in order of merit, The Governing Body shall thereafter make the final selection, with the approval of the University.

Provided that where the Governing Body proposes to make the appointment otherwise than in accordance with the order of merit arranged by the Selection Committee, the Governing Body shall record its reasons in writing and submit its proposals for a decision of the Karyakarini Samiti.

33. In the case of Degree and Post-graduate Colleges, the Governing Body shall appoint a senior member of the teaching staff as the Vice-Principal of the College. The Vice-Principal shall perform such duties and functions as may be assigned to him by the principal.
34. No person who does not fulfil the conditions prescribed by the Shiksha Samiti from time to time shall be appointed as the Principal of the College.
35. The scales of pay of Principals for the Affiliated Colleges shall be decided by the state Govt or by the university viz :-
- |     |                        |   |     |
|-----|------------------------|---|-----|
| (a) | Post-Graduate Colleges | - | Rs. |
| (b) | Degree Colleges        | - | Rs. |
| (c) | Junior Colleges        | - | Rs. |
36. (a) The Principal shall be the Chief Executive Officer and Academic head of the College and he shall participate in the teaching work of the College.
- (b) Service conditions as contained in clauses 52, 53, 54, 55 and 57 of the College Code and as provided in the Agreement for teachers in **Schedule-A** shall be applicable to the Principal also.
37. (1) Subject to the general control of the Governing Body, the Principal shall be responsible for :-
- the admission of students to the College.
  - receipts, expenditure and maintenance of accounts.
  - management of the College Library and Hostels.
  - Correspondence of the College ; and
  - generally, the administration of the College as an institution admitted to the privileges of the University.
- (2) He shall have the following powers :-
- Assignment of duties in respect of teaching, administrative work and extra-curricular activities amongst the members of the teaching staff.
  - Appointment, promotion, punishment suspension and dismissal of the clerical and lower staff of the College.
- Provided that all such actions taken by him pertaining to the clerical staff shall be reported by him at the next meeting of the Governing Body.
- Maintenance of proper discipline in the College.
  - All such powers as may be conferred on him the University Statutes, Ordinances and Regulations for the internal management of the College as an institution admitted the privileges of the University.

- (3) No disciplinary action against the Principal of the College or termination of his services or reduction of his pay shall be taken by the Governing Body without holding a full enquiry in accordance with the rules of the State Government in to the matter and affording him every reasonable opportunity to defend himself. No final action shall be taken against the Principal by the Governing Body of the College without the previous approval of the University. Before giving its approval, the University may cause an enquiry to be made and may pass such orders as it may deem fit which shall be final and binding.
38. Disciplinary action taken by the Principal against any student shall be final and shall not be liable to be revised by any Body or Authority, except in the case of rustication of a student from the college in which case, the decision of the College Council shall be final.
39. The Principal shall retire on attaining the age of sixty. Provided that in a case where the Karyakarini Samiti is, on the recommendations of the Governing Body, satisfied that an extension of the period of service is in the interest of the College, it may extend the period from year to year upto a maximum period of three years. In a special case, the period may further be extended by not more than two years in the same manner.
- Provided further that if the date of retirement falls during the session, the actual date of retirement shall be the 30th June of the year.
40. (a) There shall be the following categories of teachers in the affiliated colleges, viz :-
- (1) Professor.
  - (2) Assistant Professors.
  - (3) Lecturers.
  - (4) Tutors.
- (b) In addition, the Colleges shall have Accompanists.
41. (a) All appointments of teachers other than temporary teachers shall be made by the Governing Body of the College after inviting applications for the post by public advertisements and after considering the recommendations of the Selection Committee constituted in paragraph No. 44 of the Ordinance and shall be appointed on written contract in the Form prescribed in **Schedule-A**
- (b) Such Agreement shall be executed with- in a period of six months from the date of appointment and shall be deemed to be the contract of service at all times until the execution.
42. Temporary appointments of teachers for a period not exceeding 6 months may be made by the Principal which shall be reported to the Governing Body at the next meeting.
43. All teachers to be appointed on written contracts shall be appointed after considering the recommendations of a Selection Committee consisting of the following members:
- (1) President of the Foundation Society.  
(Chairman).
  - (2) An expert of the subject to be nominated by the Vice-Chancellor.
  - (3) A member of the Governing Body to be nominated by it from amongst its members.
  - (4) The Principal (**Ex-officio Secretary**).

44. Appointments of Professors may be made on a written contract or for a specified period and such appointments shall be terminable according to the terms of the contract or the terms of appointment. In other respects, they shall be subject to the provisions contained in this Ordinance.
45. Every College which provides instruction in respect of Courses of studies upto the Master's Degree shall ordinarily have on its teaching staff atleast one Professor in the subject of post-graduate teaching.
46. Every College which provides courses of instruction upto the standard of Bachelor's Degree shall ordinarily have, on its teaching staff for each Department of such courses of studies, atleast one Assistant Professor with atleast 5 years experience of teaching degree classes.
47. Part-time teachers may be appointed by the Principal with the prior approval of the Vice-Chancellor for one session in such subject in which appointment of whole-time teachers may not be justified or feasible in that year.
48. A part-time teacher shall be paid a remuneration not less than Rs. 75/- and not more than Rs. 150/- per month and shall be appointed with such conditions as may be prescribed by the Governing Body.
49. The scales of pay of the different categories of teachers, excluding allowances, shall be decided by the state Govt or by the university from time to time .
  - (1) Professor - Rs.
  - (2) Asstt. Professor - Rs.
  - (3) Lecturers. - Rs.
  - (4) Tutors - Rs.

Provided that the scale of pay for the post of Lecturers in the case of Junior Colleges shall be Rs- 250-10-290-15-350-EB-20-450/-. In addition, the Colleges shall have Accompanists, the scale of pay of the post shall be not less than Rs. 90-50-140-EB-5-170/-.

50. The qualifications for the various posts of teachers shall be as prescribed by the Shiksha Samiti under the provision of Section 50 of the University Act.
51. A teacher shall be entitled to various kinds of leave in accordance with the leave rules of the Indira Kala Sangit Vishwavidyalaya for its teachers.
 

The Principal shall also be entitled to Earned Leave equal to 1/11 period spent on duty in a year which leave shall be cumulative upto a maximum of four months.
52. In calculating the period of service of a teacher of the College for any purpose, including the application of time scale, service shall be counted from the date of the first appointment, if there be no break of service during the period preceeding the permanent appointment. Short break of service not exceeding 7 days may be condoned by the Governing Body. The period of College vacation shall be counted as period spent on duty.
53. A temporary teacher who has been in the service of a College for a full academic year shall be entitled to full pay for the ensuing vacation. If such teacher is in the service of a College for less than a full academic year but for more than three months, he shall be entitled to a salary for the ensuing vacation in the same proportion as the period of his service bears to the total period in the academic year ; provided that such teacher shall not be entitled to any pay for the summer vacation where such teacher is officiating in place of another teacher on leave entitled to draw pay for the said vacation.



54. The Governing Body shall -

- (a) Maintain a Provident Fund for the benefit of the confirmed teachers ;
- (b) Credit to the account of each confirmed teacher a monthly contribution of ten percent of his monthly pay ;
- (c) Deduct from his monthly pay eight percent of the pay and credit it to his account in the Fund ;
- (d) Make rules for the investment and management of the fund, which shall be subject to the approval of the Karyakarini Samiti of the university.
- (e) In lieu of the contribution of the Governing Body and at the option of a teacher the Governing Body shall pay the premium, in whole or in part, for such life insurance policy as may be selected by him.
- (f) The Governing Body shall open a Provident Fund Account in the name of each teacher in the P.O. Savings Bank or in any scheduled Bank and shall deposit in his account, the contributions of the teacher as well as of the College by the 20th of the following month.
- (g) The Governing Body shall frame rules for temporary advances from the Provident Fund. Which shall, **inter alia** include the following as the legitimate objects for such advances, viz :-
  - (i) To meet expenses in connection with the prolonged illness of the subscriber or any person actually dependent on him.
  - (ii) To pay for overseas passage for reason of health or education of the subscriber or any person actually dependent on him.

Definition of 'Depended' shall be as given in F.R.
  - (iii) For meeting obligatory expenses, on a scale appropriate to the applicant's status, in connection with the marriages, funerals and other religious ceremonies.
  - (iv) To purchase land or building for his residence or for the construction of a residential house.

55. The Governing Body of the College shall not terminate the service or reduce the pay of any teacher confirmed in the service of the College :-

- (a) Without holding an enquiry into the cause for doing so. The teacher concerned shall be given in writing statement of charges against him and shall be afforded reasonable opportunity of defending himself. State Government rules shall be followed in conducting enquiry.
- (b) No decision for such termination of service or reduction of pay shall have any effect unless passed by a majority of two-third the of total members of the Governing Body at the meeting convened for this purpose. Such decision shall not be taken at an adjourned meeting or at an emergent meeting. Such decision shall be effective only after the approval of the Vice-Chancellor.
- (c) At the request of the teacher aggrieved by any decision of the Governing Body, the Vice-Chancellor shall forthwith refer the matter to a tribunal of Arbitration consisting of the Vice-Chancellor, a nominee of the Governing Body and a nominee of the Governing Body and a nominee of the teacher concerned. The decision of the Tribunal shall be final and binding on the Governing Body and the teacher concerned.

- (d) Except as provided under sub-clause (c) above the Vice-Chancellor may cause an enquiry to be made into any adverse action taken against a teacher of a College by the Principal or by the Governing Body of the College and issue such instructions on the subject to the Principal or the Governing Body as he may deem fit and the Principal and the Governing Body shall comply forthwith.
56. (a) No member of the teaching staff of a college shall apply for any post under any other authority except through the Principal of his college, and in the case of a Principal through the Chairman of the Governing Body ;
- (b) A teacher shall be a whole-time employee of the College and shall not, without previous approval of the Governing Body, engage himself in any trade or business, or in any other remunerative work, other than those of his office or which occur to him as an examiner or author of books or on account of his academic achievements.
- (c) A teacher shall obey all lawful directions of the Principal and the Governing Body of the College. He shall, in addition to the ordinary duties as a teacher perform such other duties as may be entrusted to him by the principal in connection with the social, intellectual or athletic activities of the College.
- (d) No teacher shall act in a manner prejudicial to the interests of the College or associate himself with any activity, which in the opinion of the Governing Body of the College, might adversely effect the interests of the institution.
57. (a) No teacher in an affiliated College shall ordinarily be required to teach more than 24 period of Theory or more than 18 periods of Practical. In the case of a teacher taking Theory and Practical both, the total number shall ordinarily be on the basis of a formula of two periods of Theory and one period of Practical.
- (b) In the case of Post-graduate teaching, the total number of periods per-week shall ordinarily be not more than 18 of Theory and 12 of Practical classes.
58. (a) The age of superannuation for teachers shall be sixty years. Provided that in a case where the Karyakarini Samiti is, on the recommendation of the Governing Body of the College concerned, satisfied that extension of the period of appointment is in the interest of the College, it may extend the period of appointment of a teacher from year to year upto a maximum period of three years. In a special case, it may further be extended by another two years in the same manner.
- Provided further that if the date of retirement falls during the session, the actual date of retirement shall be the 30th June of the academic session concerned.
59. If a teacher has been officiating in a higher post including that of a Principal for a period of three years or more with-out break, he shall be deemed to have confirmed in that higher post.
60. Without the previous permission of the Karyakarini Samiti, the Governing Body shall not
- (a) Accept any conditional donation for the College.
- (b) Accept any donation in any form a teacher of the College.
61. Every college shall comply with such Rules and Regulations of the University as may be framed by it from time to time with regard to physical Welfare of students and shall take such steps for the promotion of health of its students as may be necessary.

62. On the application of two or more Colleges, the Karyakarini Samiti may sanction the making of an Inter-Collegiate arrangements for the delivery of courses of lectures to the students of those colleges for such period as may be specified by it.

## SCHEDULE - 'A'

### FORM OF AGREEMENT OF SERVICE FOR TEACHERS.

An Agreement made this \_\_\_\_\_ day of \_\_\_\_ 19 between Shri \_\_\_\_\_ here-in-after called the first part and the Governing Body of the \_\_\_\_\_ College Through its Chairman/Secretary, herein- after called the second part.

Whereas the party of second part has appointed Shri \_\_\_\_\_ as a \_\_\_\_\_ of the \_\_\_\_\_ College upon the terms and conditions hereinafter set out and as provided in the College Code Ordinance of the Indira Kala Sangit Vishwavidyalaya.

Now this Agreement witnesses that the party of the first part and the party of the second part hereby contract and agree as follows :-

1. That this agreement shall being from the \_\_\_\_\_ Day of 19 \_\_\_\_\_ and shall be determinable as hereinafter provided.
2. That the party of the first part is employed as \_\_\_\_\_ Of the \_\_\_\_\_ on probation for a period of two years and shall be paid a monthly salary of Rs \_\_\_\_\_ in the scale of pay of Rs \_\_\_\_\_. The period of probation may be extended by such further period as the party of second part may deem fit ; but the total period of probation shall, in no case, exceed three years.  

The party of the first part shall be deemed to have been confirmed in his appointment unless not later than one month before the expiration thereof, the party of the second part informs him in writing of its intention not to confirm him.
3. That on confirmation, the party of the second part shall pay the party of the first part during the continuance of this engagement a salary at the rate of Rs \_\_\_\_\_. Rising annually according to the scale of pay of Rs \_\_\_\_\_ and no increment shall be withheld without the approval of the University.
4. The party of the first part shall, during the continuance of this engagement, be entitled to the benefit of the Provident Fund maintained by the College in accordance with the provisions laid down in the College Code.
5. That the date of birth of the party of the first part is \_\_\_\_\_ and the age of superannuation shall be sixty years, the actual date of retirement shall be the 30th June of the session in which he attains the age of sixty unless extension is granted by the University as provided in College Code.
6. That the party of the first part shall be entitled to leave in accordance with the leave Rules of the Indira Kala Sangit Vishwavidyalaya for its teaching staff.
7. That the party of the first shall devote his whole time to the service of the College, and shall not, without the permission of the Governing Body, engage directly or indirectly in any trade or business or other remunerative work which may interfere with the proper discharge of his duties ; but this prohibition shall not apply to such benefits as accrue to him as an Examiner or Author of Books or due to his academic achievements.

8. That the party of the first part shall, in addition to the ordinary duties, perform such other duties as may be assigned to him by the Principal of the College in connection with the social, intellectual or athletic activities of the College.
9. After confirmation, the services of the party of the first part can be terminated only on the following grounds :-
  - (a) Wilful and Persistent neglect of duty ;
  - (b) Misconduct ;
  - (c) Breach of any of the terms of contract ;
  - (d) Physical or mental unfitness ;
  - (e) Incompetence ;
  - (f) Abolition of the post.

**Provided that -**

- (i) the plea of the incompetence shall not be used against the party of the first part after he has served the party of second part for five years or more.
  - (i) the services of the party of the first part shall not be terminated under clause (c) or (f) without the previous approval of the University.
  - (iii) the services of the first part shall not be terminated under sub-clause (d) without obtaining a certificate to that effect from a medical Board consisting of the Civil Surgeon, a Medical Practitioner nominated by the Vice-Chancellor, and a Medical practitioner nominated by the party of the second part.
10. Except when termination of service has taken place under sub-clause (a) or (b) of clause 9 neither the party of the first part nor the party of the second part shall terminate this Agreement, except by giving to the other party, a sum equivalent to three month's salary, which the party of the first part is then earning & The period of notice referred to above does not include the Summer Vacation or any part thereof.
  11. Nothing in this Agreement shall affect the right of the first part to apply for referring any difference or dispute arising out of this agreement to the Tribunal of Arbitration constituted under sub-para (c) of Paragraph 56 of this College Code.
  12. On the termination of this Agreement from whatever cause, the of the second part all books, equipment, instruments, records and such other articles belonging to the College or to the University as may be in his possession.

The party of the second part shall clear the account of the party of the first part in respect of arrears of salaries, if any, and other dues that may be payable to him from the College within three months of the termination of this Agreement.

Signature \_\_\_\_\_ day of \_\_\_\_\_ 19

(1) \_\_\_\_\_ (Party of the first Part)

(2) \_\_\_\_\_ (Party of the second Part) In the presence of

(1) \_\_\_\_\_ (Witness - 1)

(2) \_\_\_\_\_ (Witness - 2)