



Academy of Scientific & Innovative Research
Statutes

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STATUTE 1

DEFINITIONS

These statutes shall be called the “Academy of Scientific & Innovative Research Statutes, 2012”.

In these Statutes, unless the context otherwise requires,

- “Academy” or “AcSIR” means the Academy of Scientific and Innovative Research;
- “Board” means the Board of Governors of the Academy of Scientific and Innovative Research;
- “CSIR” or “Council of Scientific and Industrial Research” means the society registered by the name of the ‘Council of Scientific and Industrial Research’ under the Societies Registration Act, 1860;
- “Chairperson” means the Chairperson of the Board of Governors;
- “Director” means the Director of the Academy;
- “Associate Director” shall mean Associate Director of the Academy
- “Distinguished Scientists”, “Outstanding Scientists” and “Scientists” of different scientific grades of the “CSIR” means scientists of the CSIR designated as such;
- “Faculty of the Academy” means Academy Professors, Professors of Eminence, Distinguished Professors, Outstanding Professors, Emeritus Professors, Senior Professors, Professors, Associate Professors, Assistant Professors, Visiting Faculty, Adjunct Faculty and such other persons as may be appointed for imparting instructions or conducting research in the Academy or institutions maintained by the Academy and includes such other scientists of CSIR assigned for imparting instructions or conducting research in the Academy;
- “Statutes” means the Statutes of the Academy for the time being in force;
- “Student” means a person who has:
 - (i) enrolled for a degree or diploma program of the Academy, and has not graduated or withdrawn from candidature or failed to satisfy any continuation requirement for the relevant degree or diploma, or has been expelled as a result of disciplinary proceedings; or
 - (ii) registered to study at the Academy but not for a degree or diploma program such as Finishing School, and has not completed the period of study or withdrawn, or been expelled as a result of disciplinary proceedings;
- “Vice Chairperson” shall mean the Vice Chairperson of the Board of Governors.
- “Dean” shall mean the Dean of the Academy
- “Associate Dean” shall mean Associate Dean of the Academy

1.1 Interpretation

- a) Words denoting the singular number shall also include the plural and vice versa. Words denoting the masculine gender shall include the feminine gender.
- b) A marginal note or heading to any provision of any Statute shall not in any way vary, limit, or extend the interpretation of the Statute.
- c) In interpretation of any Statute, regard shall be had to the spirit and intention of the Statute, and to the purpose for which it was made.
- d) The Board of Governors may from time to time make, revise or revoke such Statutes of the Academy as may be necessary or expedient for the proper administration of the affairs or for carrying out the functions of the Academy, provided that Statutes which prescribe or provide for matters within the jurisdiction of the Senate, shall only be made, revised or revoked with the concurrence of the Senate.
- e) The Board may from time to time make, revise or revoke such Ordinances of the Academy as may be necessary or expedient for the proper administration of the affairs or for carrying out the functions of the Academy except that Ordinances which prescribe or provide for matters within the jurisdiction of the Senate, may be made, revised or revoked by the Senate.
- f) Participation either by physical presence or by various mode of communication such as Skype, Video conferencing, teleconferencing, etc. shall be considered as part of the quorum.

1.2 Definition of Estate

For the purpose of this Statute, 'Estates' shall be defined as any or all of land property that might be owned or acquired by the Academy either through payment or received as gift and benefaction and which belongs solely to itself and does not form a part of CSIR. Campuses of CSIR laboratories, houses, buildings or any premises of CSIR used by the Academy, shall not fall under the purview of Estates.

1.3 Definition of Gifts

A 'Gift' shall be defined as a contribution, grant, testamentary disposition or otherwise, movable and immovable properties and monies from a donor that the Academy receives, without making any commitment of resources or services with a commercial value in return, other than naming opportunities and using the gift as the donor may designate in consonance with the objectives of the Academy.

STATUTE 2

BOARD OF GOVERNORS

2.1 The Executive Authorities

The Board of Governors

The Academy shall have a Board, which shall form the apex authority of the Academy.

The composition of the Board shall be as given below:

a) The Chairperson of the Board	to be appointed by the President of the Council of Scientific and Industrial Research.
b) The Director General of the Council of Scientific and Industrial Research	<i>ex officio</i> Vice-Chairperson
c) The President of the Indian National Science Academy	<i>ex officio</i> member
d) The Chairman, Atomic Energy Commission, Government of India	<i>ex officio</i> member
e) The Chairman, Space Commission, Government of India,	<i>ex officio</i> member
f) The Chairman, University Grants Commission, Government of India	<i>ex officio</i> member
g) The Finance Secretary in the Ministry of Finance, Government of India	<i>ex officio</i> member
h) The heads of three premier institutions in the field of imparting education in Science and Technology	members to be nominated by the President of the Council of Scientific and Industrial Research
i) Four distinguished scientists or academicians of global eminence, of which two should be from reputed institutions outside India	members to be nominated by the President of the Council of Scientific and Industrial Research
j) Three eminent industrialists or technologists	members to be nominated by the President of the Council of Scientific and Industrial Research
k) Four distinguished scientists or outstanding scientists or Directors of laboratories of Council of Scientific and Industrial Research	members to be nominated by the Governing Body of the Council of Scientific and Industrial Research
l) The Director of the Academy	<i>ex officio</i> member
m) Associate Director (Administration & Finance)	Secretary to the Board.

The Director General of the Council of Scientific and Industrial Research, being the *ex officio* Vice-Chairperson, shall act as the Chairperson until the Chairperson is selected and appointed.

The **Board** shall have the powers, subject to the approval of the President of CSIR, to make interim or contingency arrangements with respect to the Board, if deemed fit for the purpose of efficiently managing the affairs of the Academy.

2.2 Method of Appointment of Chairperson and Nomination of Members.

The nomination of members referred to in (h), (i) and (j) under 2.1 above shall be made by the President of the Council of Scientific and Industrial Research and nomination of members referred to in (k) under 2.1 above shall be made by the Governing Board of the Council of Scientific and Industrial Research.

The Chairperson shall be an Indian citizen and shall be appointed by the President of the Council of Scientific and Industrial Research, on the recommendation of a selection committee. The selection committee shall consist of four eminent scientists or technologists of international repute, as may be nominated by the President of the Council of Scientific and Industrial Research. At least two of the eminent scientists or technologists of international repute nominated shall be selected from among the heads of international societies, academies, or similar organizations in the field of science and technology. Three members of the selection committee shall form a quorum for the meeting of the committee.

The selection committee shall be constituted at least six months before the completion of the tenure of an incumbent Chairperson and submit its recommendations at least three months before the completion of the tenure of the incumbent Chairperson. The selection committee may evolve its own procedures for the purposes of meetings and making recommendations including making recommendations in respect of a person who has not applied for the post of Chairperson.

2.3 Functions and Powers of the Board

The Board shall be responsible for the general superintendence, direction and control of the affairs of the Academy and shall exercise all the powers of the Academy not otherwise provided by the Act, the Statutes and the Ordinances, and shall have the power to review the acts of the Senate.

The Board shall have the powers to:

- a) Take decisions on questions on policy relating to the administration and working of the Academy;
- b) Institute courses of study at the Academy;
- c) Make statutes
- d) Institute and appoint persons to academic as well as other posts in the Academy;
- e) Consider and modify or cancel or rescind Ordinances;
- f) Consider and pass resolutions on the annual report, the annual accounts and the budget estimates of the Academy for the next financial year, together with a statement of its development plans;
- g) Approve investments in infrastructure of the Academy in any land or building;
- h) Exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Act or the Statutes.

The Board shall also have the power to appoint such committees of one or more persons as it considers necessary for exercise of its power and the performance of its duties and hold enquiries under the Act.

2.4 Term of Members of the Board

The term of office of the Chairperson or any other nominated member of the Board shall be for four years, or till the new Chairperson is appointed or any new member is nominated, as the case may be, whichever is earlier. They shall not be eligible to be reappointed as Chairperson or to be re-nominated as a member on completion of a term of four years.

A person who held the office of a member shall not be eligible to be re-appointed as a member but may be appointed as the Chairperson.

The term of office of an *ex officio* member shall continue as long as he holds the office by virtue of which he is a member.

An outgoing member of the Board shall, unless otherwise directed, continue in office until another person is appointed, or, as the case may be, nominated, as a member in his place.

In the event of vacancy in the office of the Chairperson, by reason of his death or resignation or otherwise, the Vice-Chairperson shall act as the Chairperson until the new Chairperson assumes office:

A person appointed due to a vacancy in the office of the Chairperson shall be eligible to be appointed as Chairperson only for one more term in addition to the period for which he was appointed to fill the vacancy of Chairperson.

In the event of vacancy in the office of a nominated member by reason of his death or resignation or otherwise, the vacancy shall be filled in accordance with the provisions of these Statutes for the unexpired period of the tenure of the originally nominated member who has ceased to be a member.

In the event a person is nominated to fill a vacancy in the office of a nominated member, such person shall be eligible to be nominated only for one more term as member in accordance with the provisions of these Statutes in addition to the period for which he was nominated to fill the vacancy.

One-fourth of the members, being Distinguished Scientists or Outstanding Scientists or Directors of Laboratories of CSIR nominated under subsection (i) of Section 2.1 above shall retire every year and a new member shall be nominated in their place. In case the members are appointed on the same day, the senior most member by age will retire first.

2.5 Meetings of the Board

- a) The Chairperson shall ordinarily preside over the meetings of the Board. The Board may evolve its own procedures for the purpose of conducting its meetings and transacting business therein. Normally, decisions shall be taken by consensus but in the event of a lack of consensus, voting may be resorted to.
- b) The Board shall ordinarily meet at least once a year. The Chairperson shall nevertheless have the powers to convene extraordinary meetings of the Board as many times as may be required.
- c) Meeting notices shall be served by the Secretary to the Board at least seven working days prior to the meeting, along with relevant agenda papers slated for consideration. However, Chairperson shall have the power to convene extraordinary meetings after giving 48 hours' notice. Decisions taken in the meeting shall be recorded by the Secretary in the form of minutes and circulated to members of the Board, after the minutes are duly approved by the Chairperson. The minutes shall be finally adopted in the next meeting of the Board.

- d) Participation of one-third of the total strength shall constitute the quorum for the Board meetings. Participation either by physical presence or by various electronic communication modes such as Skype, Video conferencing, teleconferencing, etc. may be taken into account for determining the quorum. In case the quorum is not formed when the meeting is called to order, the Chairperson shall adjourn the meeting for 30 minutes. Thereafter the meeting may be reconvened with the members present forming the quorum. A proposal shall be deemed to be passed if more than 50% of the participating members (excluding the Chairperson) voted in favor of the proposal. In the event of equality of votes, the Chairperson shall have the casting vote.
- e) In the event of vacancy in the position of the Chairperson of the Board by reason of death, resignation or otherwise or in the event of the Chairperson not being able to discharge duties in view of illness or any other unforeseen circumstance, the Vice-Chairperson of the Academy shall have the powers to discharge the duties of the Chairperson till such time as the conditions of exigency persist or a period of six months, whichever is earlier.
- f) Any business which may be necessary for the Board to perform except, matters relating to the annual report and accounts of the Academy, may be carried out by circulation amongst all its members and any resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if such resolution had been passed at a meeting of the Board provided that at least one-third of the total strength of the Board have recorded their views on the resolution.

STATUTE 3

THE SENATE

3.1 The Academy shall have a Senate comprising the following members:

(a)	Director	<i>ex officio</i> member; Chairperson of Senate
(b)	all Associate Directors	<i>ex officio</i> members
(c)	all Deans of the Academy	<i>ex officio</i> members
(d)	two Professors from each area of study represented by the Boards of Studies of the Academy	<i>ex officio</i> members, nominated by the Board
(e)	two scientists of the Council of Scientific and Industrial Research, who being the youngest in age; and recipient of Shanti Swaroop Bhatnagar award; and who are also faculty of the Academy	nominated by the Director General, Council of Scientific and Industrial Research
(f)	two scientists of the Council of Scientific and Industrial Research, who being the youngest in age; and recipient of CSIR-Young Scientist award; and who are Faculty of the Academy.	nominated by the Director General, Council of Scientific and Industrial Research,
(g)	three Directors or Distinguished Scientists or Outstanding Scientists of the Council of Scientific and Industrial Research laboratories,	nominated by the Director General, Council of Scientific and Industrial Research.
(h)	three persons, not being the employees of the Academy or the Council of Scientific and Industrial Research, from amongst educationists of repute, one being from each of the fields of science, engineering and Social Sciences	to be nominated by the Chairperson of the Board in consultation with the Director
(i)	All Associate Deans	<i>ex officio</i> members

The Assistant Director (Admin. & Finance)/ Senior Manager (Administration) shall be the non-member Secretary of the Senate.

The tenure of the nominated members under (d), to (h) above shall be for two years. The Senate shall not, at any time, have less than fifty per cent of its members from the CSIR scientists teaching in the Academy.

3.2 Functions and Powers of the Senate

The Senate shall have the powers of control and general regulation of the Academy, with the responsibility for maintenance of standards of instruction, education and examinations in the Academy and shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes and Ordinances. To this end, the Senate shall:

- a) frame, review and revise curricula and courses offered by the Academy;

- b) frame the guidelines for admission of students, subject to procedures laid down in Ordinances framed for the purpose;
- c) conduct examinations, evaluate students and declare results of such examinations subject to the procedures laid down in Ordinances framed for the purpose;
- d) appoint different committees to seek recommendations on academic and administrative affairs of the Academy;
- e) consider recommendations of the above noted committees and place them before the Board for ratification;
- f) make periodical review of performance of the Academy;
- g) prepare the Academy's Annual Report and any other publications that might be considered relevant for disseminating information on the activities of the Academy;
- h) decide usages for the Estates of the Academy and provide for inspection of staff residences and students hostels as per guidelines laid down in the Ordinances framed for the purpose;
- i) make recommendations to the Board for expansion, diversification and repositioning of activities and programs of the Academy;
- j) make recommendation to the Board for creation of posts and re-designation of existing posts along with suggestions for fixing emoluments of such posts;
- k) institute and give stipends, scholarships, medals, prizes and confer awards in accordance with provisions in the Ordinances framed for the purpose;
- l) frame guidelines on various issues such as admission of overseas students; IPRs of the Academy etc. in accordance with Statutes and Ordinances framed for the purpose;
- m) for resolving any other academic issues; and
- n) perform such other functions as may be directed by the Board of Governors.

3.3 Meetings of the Senate

- a) The Senate shall meet at least thrice in a year. The meetings shall be convened by the Secretary to the Senate on the advice of the Chairperson of the Senate. The meetings shall be convened either at the own initiative of the Chairperson of the Senate or on signed requisition of at least 25% of the members of the Senate.
- b) Notices for meetings of the Senate shall be issued by the Secretary to the Senate at least five working days in advance for ordinary meetings and three working days in advance for requisitioned meetings.
- c) The Senate meetings shall normally be chaired by the Chairperson of the Senate. When the Chairperson of the Senate is absent, the Associate Director (Academic) shall preside over the meeting.
- d) One-third of the total strength shall constitute the quorum for Senate meetings. Participation either by physical presence or by various communication modes such as Skype, video conferencing, teleconferencing, etc. may be taken into account for determining the quorum. In case the quorum is not formed when the meeting is called to order, the Chairperson for the meeting shall adjourn the meeting for 30 minutes. Thereafter the meeting may be reconvened with the members present forming the quorum.
- e) The minutes of the meeting of the Senate shall be prepared by the Secretary to the Senate, and duly approved by the Chairperson of the Senate before being circulated. Major decisions pertaining to faculty of the Academy contained therein shall be subsequently placed before the Board for ratification. Normally, decisions shall be taken by consensus. If there is lack of consensus on any issue, voting may be

resorted to and the proposal may be decided by a majority of more than 50% of members (excluding the Chairperson of the Senate) participating and voting. In the event of equality of votes when voting is resorted to on any issue, the Chairperson for that meeting shall have the casting vote.

- f) Any business which may be necessary for the Senate to perform may be carried out by circulation amongst all its members and any resolution so circulated and approved by a majority of the members agreeing shall be as effectual and binding as if such resolution had been passed at a meeting of the Senate provided that at one third of the members of the Senate have recorded their views on the resolution.
- g) All the decisions of the Senate and recommendation of the Board shall be in conformity with the MoU between CSIR and AcSIR as operative (Clause 5(ii) of the AcSIR Act, 2011).

STATUTE 4

CHANCELLOR

4.1 The Chairperson of the Board shall be the Chancellor of the Academy.

4.2 The Chancellor shall ordinarily preside over the Convocations of the Academy. The Vice-Chairperson shall act as the Chancellor in the absence of the Chairperson.

STATUTE 5

DIRECTOR & ASSOCIATE DIRECTORS

5.1 The Director

The Director shall be an Indian citizen and the chief academic and executive officer of the Academy. He shall be responsible for the administration of the Academy and imparting of instruction, research and maintenance of discipline.

5.2 Appointment of Director

The Director shall be appointed, by the President of CSIR, on recommendation of a Search-cum-Selection Committee comprising:

- a) the Chairperson of the Board;
- b) the Vice-Chairperson of the Board;
- c) the President of the Indian National Science Academy;
- d) the Chairman, Atomic Energy Commission, Government of India; and
- e) the Chairman, Space Commission, Government of India.

The selection committee shall be constituted at least six months before the completion of tenure of an incumbent Director and submit its recommendations at least three months before the completion of the tenure of the incumbent Director.

The search-cum-selection committee may evolve its own procedure for the purposes of meetings and making recommendations for the position including making recommendations in respect of a person who has not applied for the post of Director.

Three members of the search-cum-selection committee shall form the quorum for the meeting of the committee.

5.3 Term of office of Director

The term of office of the Director shall ordinarily be for period of five years from the date of appointment. Extension of tenure of the Director till the age of 70 years may be considered by an Evaluation Committee having at least three members of the Search-cum-Selection Committee for Director including the Chairperson and Vice Chairperson.

The Board shall be vested with the powers for removing the Director before the completion of his term, subject to the approval of the President of CSIR. The motion in this regard shall be deemed to be passed when recommended by two-thirds of its members. The removal of the Director shall take effect when, subsequently ratified by the President of CSIR.

In the absence of the Director of the Academy on account of deputation, transfer, medical or other leave, resignation or any other reason, the senior-most Associate Director will discharge the duties of the Director of the Academy till the return of the Director to the office or till the position of Director is filled up by regular appointment.

5.4 Duties and Powers of Director

The Director of the Academy shall have the following powers and duties:

- a) The Director shall have the duty to implement the decisions taken by the Board and the Senate of the Academy other than the ones delegated by Statutes/Ordinances to other functionaries of AcSIR;
- b) Subject to availability of funds in the approved budget, the Director shall have the power to incur expenditure in accordance with the procedures as laid down in the Ordinance and in terms of decisions taken by the Board, Senate and the Finance Committee from time to time;
- c) The Director shall have the powers to re-appropriate funds to the extent as approved by the Finance Committee;
- d) The Director shall have the powers, subject to concurrence of the Finance Committee and ratification of the Senate and Board, to waive off loans, recoveries and irrevocable losses, to the extent that might be fixed by the Board;
- e) The Director shall make all appointments to the Academy, constitute Selection Committees for such appointments, recommend initial pay of the incumbents and decide on the level of appointment to be offered with the approval of the authority as appropriate;
- f) The Director shall have the powers to fix the eligibility criteria and standards for assessment/evaluation for admissions to the Academy and approve all such admissions;
- g) The Director shall fix the rents and fees for buildings, hostels, guesthouses and other infrastructure of the Academy, subject to recommendations of the Finance Committee and approval by the Senate;
- h) The Director shall submit the annual report and the annual accounts of the Academy to the Board;
- i) The Director shall, subject to the criteria recommended by the Senate and approved by the Board, have the powers to create temporary posts in the Academy and induct suitable individuals in the said posts on contractual basis and have such appointments ratified by the Board;
- j) Director may outsource any academic duties and functions with the approval of the Senate and ratification of the Board;
- k) The Director or his nominee shall sign all agreements, contracts and MoUs on behalf of the Academy;
- l) The Director shall have the powers to grant sabbaticals to members of the academic staff of the Academy and also send the staff of the Academy for training and personal development, if required
- m) The Director shall have the discretion of constituting Committees, Task Forces and Working Groups for advising and advancing the mandate of the Academy in specific areas;
- n) The Director shall perform such other duties as may be specified in the Statutes, or prescribed by the Ordinances or through notifications from time to time by the Board of Governors.

The Director shall have the right to delegate his powers to other suitable officers of the Academy with approval of the Chairperson of Board of Governors.

5.5. Compensation for Director

Compensation for the position of permanent Director shall be recommended by the Search-cum-Selection Committee commensurate with the eminence of the person and shall have both fixed and performance based variable component and shall be ratified by the Board.

5.6 The Associate Directors

There shall be five Associate Directors, namely Associate Director (Academic), Associate Director (Admin & Finance), Associate Director (Student Affairs), Associate Director (Resource Development & Network) and Associate Director (Institute Affairs and ICT Infrastructure). The Board may assign any other designation for the Associate Directors, for the purpose of administrative convenience or academic efficiency.

5.7 Appointment of Associate Directors

The Associate Directors shall be appointed by the Director of the Academy with approval of the Chairman of the Board of Governors, ordinarily from among the Professors of the Academy and/or scientists from CSIR engaged in academic activity of the Academy.

The composition of the Search-cum-Selection Committee for selection of Associate Directors shall be:

- i) Vice Chairman of the Board (Chairman)
- ii) The Director of the Academy
- iii) One member of the Board (Nominated by the Vice Chairman from the Board members)
- iv) Three experts (out of whom at least 2 shall be non-CSIR experts) as members (Director shall recommend the names for Vice Chairman's approval)

Names of suitable candidates shall be sought by the Search-cum-Selection Committee from all members of the Board; Directors of CSIR labs and Distinguished Scientists of CSIR. The procedure for selection of Outstanding Scientists by CSIR shall be followed for selection of Associate Directors.

Recommendations of the Search-cum-Selection Committee for appointment of different Associate Directors shall be submitted by the Director to the Chairperson for his approval.

5.8 Term of office of Associate Directors

The term of the office of the Associate Director shall be initially for a period of three to five years from the date of appointment or till the age of 65 years as decided by the Board on recommendation of the Search-cum-Selection Committee. The tenure may be further extended depending on the performance.

The Associate Director might be removed with a 3 months' notice from office through a resolution moved by the Director and approved by two-thirds majority of the Senate and the Board, respectively. In lieu of the notice period, the Associate Director may be paid his remuneration.

5.9 Duties and Powers of Associate Directors

The Associate Director shall assist the Director in discharging academic, administrative, financial, operational and other functions consistent with the designation and carry out responsibilities as may be assigned to him by the Director or the Board.

5.10 Compensation for Associate Directors

Compensation for the position of permanent Associate Directors shall be fixed by the Director of the Academy on recommendation of the Search-cum-Selection Committee commensurate with the eminence and proven/potential competence of the candidate and shall have both fixed and a performance based variable component which shall have to be ratified by the Board.

STATUTE 6

DEANS, ASSOCIATE DEANS AND COORDINATORS FROM CSIR LABS

6.1 The Deans

Deans shall be appointed from among the scientists of CSIR engaged in academic activities who are part of AcSIR faculty and have eminent scientific standing with national and international recognition. Deans shall assist in discharging the academic functions of the Academy. Normally, there shall be one Dean each for Biological Science, Chemical Science, Engineering Science, Mathematical & Information Science and Physical Science.

6.2 Appointment of Deans

The Deans shall be appointed by the Director in consultation with Associate Director (Academic), with the approval of the Chairman of the Board. The Chairman of the BoG will consult with Vice Chairman, BoG/DG, CSIR before approving the appointment of the Deans.

6.3 Term of office of Deans

The term of office of a Dean shall be for a period of three years from the date of appointment, extendable by another term of three years or such lesser period as may be recommended by the Senate and as approved by the Board/Chairman of the Board.

A Dean might be removed from office through a resolution moved by the Director and approved by two-thirds majority of the Senate and the Board, respectively.

6.4 Functions and Powers of the Deans

A Dean shall be in charge of the respective cluster for which he has been appointed and shall assist the Director and Associate Director (Academic) in discharging the academic functions of the Academy. He may be assigned other functions as considered necessary by the Director /Associate Director (Academic).

6.5 Compensation/Honorarium for Deans of the Academy

Compensation/honorarium for the position of Deans shall be fixed by Director of the Academy on recommendation of the Associate Director (Academic) of the Academy and shall be approved by the Board.

6.6 Associate Deans

Associate Deans shall be appointed from among scientists of CSIR engaged in academic activities to assist in discharging the academic functions of the Academy. Normally, there shall be one Associate Dean each for Biological Science, Chemical Science, Engineering Science, Mathematical & Information Science and Physical Science.

6.7 Appointment of Associate Deans

Associate Deans shall be appointed by the Director in consultation with Associate Director (Academic), with the approval of the Chairman of the Board on recommendation of the

Senate. The Chairman of the BoG will consult with Vice Chairman, BoG/DG, CSIR before approving the appointment of the Associate Deans.

6.8 Term of office of Associate Deans

The term of office of an Associate Dean shall be for a period of three years from the date of appointment and may be extended by another three years or less as may be recommended by the Senate and approved by the Board.

6.9 Function and Powers of the Associate Deans

An Associate Dean shall be in-charge of the respective cluster for which he has been appointed and shall assist the Associate Director and the Dean of the corresponding cluster in discharging academic activities of the Academy. He may be assigned other functions as felt necessary by the Associate Director (Academic) and the Dean of the concerned cluster.

6.10 Removal of Associate Dean

An Associate Dean may be removed from his office if his services are not found satisfactory or for any other reason to be recorded by the Director on the recommendation of the concerned Dean and Associate Director (Academic).

6.11 Compensation/Honorarium for Associate Deans of the Academy

Compensation/honorarium for the position of Associate Deans shall be fixed by Director of the Academy on recommendation of the Associate Director (Academic) and shall be approved by the Board.

6.12 Appointment of Coordinators of different labs

Names of Coordinators for AcSIR activities at different labs shall be forwarded by the Directors of the Labs to the respective Cluster Deans and shall be approved by the Director of the Academy and ratified by the Senate.

6.13 Compensation/Honorarium for Lab Coordinators of the Academy

Compensation/honorarium for the position of Lab Coordinators shall be fixed by Director of the Academy on recommendation of the Associate Director (Academic) and shall be ratified by the Board.

STATUTE 7

EXECUTIVE OFFICERS AND ADVISORS

7.1 Appointment of other Executive Officers and Advisors

Director shall have the power to appoint other suitable non-academic Executive Officers and Advisors, subject to provisions laid down in Ordinances.

All extensions of appointment of non-academic Executive Officers and Advisors shall be made on a case by case basis by the Director on the recommendation of the Associate Director (Administration & Finance).

The Director shall have the power, to outsource such non-academic duties and functions for such periods, in such areas and at such levels of staff as may be deemed necessary.

STATUTE 8

CONDUCT OF BUSINESS BY THE EXECUTIVE AUTHORITIES

8.1 Rules of Conduct of Business by the Executive Authorities

The Executive Authorities and Executive Officers of the Academy shall carry out their responsibilities in a manner so as to achieve a highly efficient level of functioning of the Academy. To this end, the operation of the Academy shall be such that it would function in unison in all matters.

For all executive function of the Academy, an Apex Committee Chaired by the Director of the Academy shall be formed having all Associate Directors as members for formulating general policy guidelines.

8.2 Conduct of Business

Functions that require to be undertaken under the direct supervision of each of the Associate Directors shall be constituted into Directorates, while those that could be delegated to suitable officers shall be formed as offices. Presently, the following structure shall remain in place:

a) Directorate of Academic Affairs

The Directorate of Academic Affairs shall function under the direct supervision of the Associate Director (Academic) who shall be assisted by the respective Cluster Deans. The functions of the Directorate shall be as follows:

- i) To assist the Board, Senate and Boards of Studies in framing course modules, syllabi etc.;
- ii) To look into all the matters related to credit system and evaluation;
- iii) To oversee examination with respect to its conduct, declaration of results, re-examination/re-evaluation;
- iv) To constitute and legitimize Doctoral Committees;
- v) To undertake quality assurance exercises.
- vi) Perform such other functions as may be directed by the Board of Studies and Senate.

b) Directorate of Student Affairs

The Directorate of Student Affairs shall function under the direct supervision of the Associate Director (Student Affairs), who shall be assisted by the Cluster Deans and Associate Deans. The functions of this Directorate shall be as follows:

- i) To oversee all aspects of admission processes and frame admission modalities from time to time;
- ii) To frame modalities and oversee student registration process for various courses of study;
- iii) To constitute the Admission Committee;
- iv) To deal with all student disputes and grievances.
- v) To obtain regular feedback from students, staff and stake holders and to take such action for improvements in respect thereof;
- vi) To provide necessary inputs to Directorate of Networking and Resource in matters related to framing and implementation of overseas students policy;

- vii) Perform such other functions as may be directed by the Boards of Studies and Senate.

c) Directorate of Resource Development and Network

The Directorate of Networking with Industries and Planning & Development shall function under the direct supervision of the Associate Director (Resource Development & Network), who shall be assisted by Deans and Associate Deans. The functions of the Directorate shall be as follows:

- i) To undertake comprehensive planning activity for growth and development of the Academy, both nationally and internationally;
- ii) To prepare strategy for industry interaction and fund raising from industries, philanthropic organization and individuals;
- iii) Raising funds for sponsored chairs, fellowships etc., and project funding from Government and other sources;
- iv) To frame and implement overseas students policy in consultation with the Directorate of Student Affairs and issue guidelines in this respect;
- v) To foster international collaboration in education and research activities for the Academy;
- vi) To institute overseas training fellowships and scholarships under the Academy;
- vii) To publish regular impact documents, strategy papers and status reports for international scenarios relevant to the areas of work of the Academy.
- viii) To promote, nurture and sustain innovation in the activities of the Academy through development and implementation of innovation strategy, concepts, processes and methods;
- ix) To facilitate technological and academic entrepreneurship amongst faculty, students and other associates of the Academy;
- x) To identify new and unique revenue generation mechanisms;
- xi) All relationships with international institutions shall be planned, managed and executed by the Directorate of Resource Development and Network;
- xii) Perform such other functions as may be directed by the Boards of Studies and Senate.

d) Directorate of ICT Infrastructure, e-Learning and Distance Education

The Directorate shall be consortium-led and shall function under the direct supervision of the Associate Director (Institute Affairs and ICT Infrastructure). The functions of the Directorate shall be as follows:

- i) To frame E-learning and distance education policy for the Academy;
- ii) To undertake content development;
- iii) To undertake and evolve a suitable content delivery platform;
- iv) To assure the quality of courses being offered;
- v) To frame guidelines for students to be enrolled under distance programs and issue such guidelines to the Directorate of Student Affairs;
- vi) To liaise and coordinate with the Distance Education Council;
- vii) To serve as the Corporate Communications Unit of the Academy;
- viii) To frame the ICT policy for the Academy;
- ix) To be the custodian of the ICT infrastructure;
- x) To maintain the Academy homepage/website, databases etc.;

- xi) Perform such other functions as may be directed by the Board of Studies and the Senate.
- xii) Perform such other functions as may be directed by the Boards of Studies and Senate.

e) Directorate of Administration and Financial Support

The Directorate of Administration and Financial Support shall function under the direct supervision of the Associate Director (Administration and Finance), who shall be assisted by Deans, Associate Deans and the Finance Committee. The functions of the Directorate shall be as follows:

- i) To provide all the Administrative, legal and Financial support to all the four Directorate
- ii) To coordinate the activities related to the Academy's MoUs with national and international centers of learning and research;
- iii) To prepare the annual budget for the Academy;
- iv) To monitor the expenditure as per the revenue generation and budget of the Academy;
- v) Perform such other functions as may be directed by the Boards of Studies and Senate.

STATUTE 9

BOARD OF STUDIES

9.1 Board of Studies

The Senate shall be assisted by the Boards of Studies for operating the academic programs of the Academy. The Senate shall have the power to create or do away with such Boards of studies, subject to ratification of the Board. Initially there shall be three Boards of Studies as follows:

- a) Board of Studies for Biological and Chemical Sciences
- b) Board of Studies for Engineering and Physical Sciences
- c) Board of Studies for Information Science Cluster including Humanities, Social Science, Law and Management

In addition, interdisciplinary and trans-disciplinary programmes across the three Board of Studies, e.g., Nano-Bio-IT programs, shall be under the purview of the Senate.

Subject to the requirements of academic programs of the Academy, the Senate, with due ratification of the Board, might constitute other Boards of Studies.

The members of the Boards of Studies shall be nominated by the Chairperson of the Senate in consultation with the Associate Director (Academic) and ratified by the Senate.

9.2 Constitution, Functions and Powers of the Boards of Studies

The composition of the Boards of Studies shall be as follows:

i) The Board of Studies for Biological and Chemical Sciences Cluster

- a) Associate Director (Academic) shall be the Chairman
 - b) Two Deans of the Biological and Chemical Sciences Cluster. One of the Deans shall be the Co-Chairperson on rotation basis, for each successive meetings.
 - c) Two members from the Senate, representing two clusters.
 - d) Two scientists, one from each cluster other than those nominated in the Board or the Senate.
 - e) Two external experts, preferably members of the Research Council of the corresponding cluster laboratories or Industries, other than those nominated in the Board or the Senate.
- f) One of the Associate Deans of the corresponding clusters shall be the Member Secretary to the Board of Study.

ii) The Board of Studies in Engineering and Physical Sciences Cluster

- a) Associate Director (Academic) shall be the Chairman
- b) Two Deans of Engineering and Physical Sciences. One of the Deans shall be the Co-Chairperson on rotation basis, for each successive meetings.
- c) Two members from the Senate from Engineering and Physical Sciences laboratories.

- d) Two scientists from Engineering and Physical Sciences laboratories, other than those nominated in the Board or the Senate.
- e) Two external experts, preferably members of the Research Council of the corresponding cluster laboratories or industries, other than those nominated in the Board or the Senate.
- f) One of the Associate Deans of the corresponding clusters shall be the Member Secretary to the Board of Study.

iii) **The Board of Studies for Information Science Cluster including Interdisciplinary Studies for Law, Humanities Management Sciences**

- a) Associate Director (Academic) shall be the Chairman
- b) The Dean of information Sciences Cluster to act as the Co-Chairman
- c) Two members from the Senate from corresponding areas of study
- d) Two scientists from the cluster laboratories or divisions other than those nominated in the Board or the Senate.
- e) Two external experts, preferably members of the Research Council of the corresponding cluster laboratories or Industries, other than those nominated in the Board or the Senate.
- f) Associate Dean of the corresponding cluster shall be the Member Secretary to the Board of Study.

9.3 Powers and Functions of the Board of Studies

The Boards of Studies shall have the following powers and functions:

- a) To recommend to the Senate the courses of studies and curriculum to be introduced and followed;
- b) To recommend to the Senate on the creation and institution of professorships and other Adjunct faculty positions in the Academy; subject to provisions in this regard in the Ordinances.
- c) To make recommendations on inclusion and establishment of new Learning Centers and Learning Outreach Centers under the Academy;
- d) To set up special committees and task forces for promotion of research, teaching, curriculum development, etc.;
- e) To make proposals to the Senate regarding provisions to be made for enabling the Academy to undertake specialized study programs in interdisciplinary and trans-disciplinary areas and to evolve mutual resource-sharing protocols with other institutions of higher learning and Universities in India and abroad;
- f) To supervise conduct of examinations and award of degrees;
- g) To supervise quality assurance in the teaching programs being offered by the Academy;
- h) To make contractual and other extraordinary engagements/ retainership as may be required for furtherance of the mandate of the Academy subject to approval of the Senate and ratification by the Board for a period not exceeding one year and subject to provisions in this regard in the Ordinances;
- i) To recommend to the Senate the names of examiners for the evaluation of theses after considering proposals received from the Committee for Advanced Studies and Research in that regard;
- j) To frame general rules for the evaluation of sessional work;

- k) To approve, on the recommendation of the Senate, the award of research degrees to candidates who have been adjudged to be fit to receive such degrees, in accordance with the Ordinances;
- l) To consider schemes for the improvement of the standards of teaching and research, and to submit such proposals to the Senate for approval;
- m) To frame the general time-table of the Academy;
- n) To perform all other functions which may be prescribed in the Ordinances, and to consider all such matters as may be referred to it;
- o) To delegate to the Dean or any other member of the Board of Studies or to a Committee such general or specific powers as may be decided upon by the Board of Studies from time to time.

9.4 Meetings of the Boards of Studies

- i) Meetings of each of the Boards of Studies shall either be ordinary or special. Ordinary meetings shall be held at generally twice in a year by the Associate Director (Academic) and the concerned Dean.
- ii) Special meetings may be called by the Associate Director (Academic)/ concerned Dean/ at his own initiative or shall be called at the suggestion of the Chancellor or on a written request from at least one-fifth of the members of the Board of Studies.
- iii) Dean of the respective subject may be given the power to take decisions in such cases as approval of thesis reviewers/change of subject, title or guide or other such activities which can then be ratified in the Board of Studies.
- iv) The meeting can be held in physical presence or using various secure communication modes such as Skype, video conferencing, teleconference, etc.

9.5 Dissolution of the Boards of Studies

A given Board of Study shall ordinarily have a term of three years and shall be reconstituted after completion of such period. The Board, however, shall have the power to dissolve one or all of the Boards of Studies on recommendation of the Senate, provided a motion of such dissolution is moved before a Senate meeting and is passed by simple majority in the meeting.

9.6 Notice of Meeting

Notice for a meeting of the Board of Studies, other than for a special meeting, shall ordinarily be issued at least 7 days before the day fixed for the meeting. A special meeting shall ordinarily be fixed with at least 5 days' notice. A calendar of events will be prepared at the beginning of the academic year and shall be generally adhered to.

9.7 Rules of conduct of the meeting

Procedures for conduct of each meeting of the Board of Studies shall be decided by the Chairperson for that meeting. Participation of at least one third of the members including two Deans or Associate Deans either by physical presence or through electronic media are mandatory to form the quorum. However, for the Board of Studies for Information Science Cluster, presence of either Dean or Associate Dean shall be mandatory to form the quorum.

STATUTE 10

THE FINANCE COMMITTEE

10.1 The Finance Committee

A Finance Committee shall be constituted to consider and make recommendation to the Senate in respect of all financial matters.

10.2 Constitution of the Finance Committee

The Finance Committee shall consist of the following members:

- a. The Director of the Academy, who shall be the Chairperson of the Committee;
- b. The Associate Director of Administration & Finance;
- c. Associate Director Resource Development and Network
- d. Financial expert nominated by the Chairperson;
- e. One member of the Senate nominated by Chairperson of the Senate;
- f. The Assistant Director (Admin. & Finance)/ Senior Manager (Administration) shall be the Secretary to the Finance Committee.

10.3 Functions and Powers of the Finance Committee

The Finance Committee shall have the following powers and duties:

- a) It shall formulate the financial plans and prepare the budget of the Academy for the forthcoming financial year;
- b) It shall make recommendations to the Board on all proposals of demands for grants and monies, which shall stand referred to the Finance Committee for deliberation prior to placing the same before the Board;
- c) It shall advise and recommend on any particular initiative of the Academy that has financial implication;
- d) It shall maintain proper and separate accounts of the Academy in full detail and get them audited within six months of the end of each financial year.
- e) Perform such other financial functions as may be directed by the Board and the Senate.

10.4. Terms of nominated members of the Finance Committee

The nominated members of the Finance Committee shall be its members for the period specified at the time of nomination or till a fresh nomination is made, whichever is earlier.

10.5 Quorum for meetings of the Finance Committee

Participation of at least three members either by physical presence or through electronic media shall form the quorum for the meetings of the Finance Committee. However, participation of a financial expert is mandatory.

STATUTE 11

RESEARCH INSTITUTES/CENTRES/UNITS

The following CSIR Institutes/laboratories/Centres/Units in the Country and its constituent units are identified as the Research Institutes/Units of the Academy. The resources and infrastructure of the CSIR laboratories/units are available to the Academy as per the Memorandum of Understanding between AcSIR and CSIR.

Institutes	Name of the CSIR Laboratory/Centres/Units	http://www.
CSIR-AMPRI	Advanced Materials and Processes Research institute, Bhopal	ampri.res.in
CSIR-CBRI	Central Building Research Institute, Roorkee	cbri.org.in
CSIR-CCMB	Centre for Cellular & Molecular Biology, Hyderabad	ccmb.res.in
CSIR-CDRI	Central Drug Research Institute, Lucknow	cdriindia.org
CSIR-CECRI	Central Electrochemical Research Institute, Karaikudi	cecri.res.in
CSIR-CEERI	Central Electronics Engineering Research Institute, Pilani	ceeri.res.in
CSIR-CFTRI	Central Food Technological Research Institute, Mysore	cftri.com
CSIR-CGCRI	Central Glass & Ceramic Research Institute, Kolkata	cgcric.res.in
CSIR-CIMAP	Central Institute of Medicinal & Aromatic Plants, Lucknow	cimap.res.in
CSIR-CIMFR	Central Institute of Mining and Fuel Research, Dhanbad	cimfr.nic.in
CSIR-CLRI	Central Leather Research Institute, Chennai	clri.nic.in
CSIR-CMERI	Central Mechanical Engineering Research Institute, Durgapur	cmeri.res.in
CSIR-4PI	CSIR Fourth Paradigm Institute, Bangalore (formerly, CSIR-Centre for Mathematical Modelling & Computer Simulation)	cmmacs.ernet.in
CSIR-CRRI	Central Road Research Institute, New Delhi	crridom.gov.in
CSIR-CSIO	Central Scientific Instruments Organisation, Chandigarh	csio.res.in
CSIR-CSMCRI	Central Salt & Marine Chemicals Research Institute, Bhavnagar	csmcri.org
CSIR-IGIB	Institute of Genomics and Integrative Biology, New Delhi	igib.res.in
CSIR-IHBT	Institute of Himalayan Bioresource Technology, Palampur	ihbt.res.in
CSIR-IICB	Indian Institute of Chemical Biology, Kolkata	iicb.res.in
CSIR-IICT	Indian Institute of Chemical Technology, Hyderabad	iictindia.org
CSIR-IIIM	Indian Institute of Integrative Medicine, Jammu	iiim.res.in
CSIR-IIP	Indian Institute of Petroleum, Dehradun	iip.res.in
CSIR-IITR	Indian Institute of Toxicology Research, Lucknow	iitrindia.org
CSIR-IMMT	Institute of Minerals and Materials Technology, Bhubaneswar	immt.res.in
CSIR-IMT	Institute of Microbial Technology, Chandigarh	imtech.res.in
CSIR-NAL	National Aerospace Laboratories, Bangalore	nal.res.in
CSIR-NBRI	National Botanical Research Institute, Lucknow	nbri.res.in
CSIR-NCL	National Chemical Laboratory, Pune	ncl-india.org
CSIR-NEERI	National Environmental Engineering Research Institute, Nagpur	neeri.res.in
CSIR-NEIST	North East Institute of Science & Technology, Jorhat	neist.res.in
CSIR-NGRI	National Geophysical Research Institute, Hyderabad	ngri.org.in
CSIR-NIIST	National Institute for Interdisciplinary Science and Technology, Thiruvananthapuram	niist.res.in
CSIR-NIO	National Institute of Oceanography, Goa	nio.org
CSIR-NISCAIR	National Institute of Science Communication and Information Research, New Delhi	niscair.res.in
CSIR-NISTADS	National Institute of Science, Technology and Development Studies, New Delhi	nistads.res.in
CSIR-NML	National Metallurgical Laboratory, Jamshedpur	nmlindia.org
CSIR-NPL	National Physical Laboratory, New Delhi	nplindia.org
CSIR-SERC	Structural Engineering Research Centre, Chennai	serc.res.in
CSIR-URDIP	Unit for Research & Development of Information Products, Pune	urdip.res.in
CSIR-HQ	CSIR Headquarters and its other units	csir.res.in
CSIR-HRDC	Human Resource Development Centre	csirhrdc.res.in
CSIR-OSDD	Open Source Drug Discovery	osdd.net
CSIR-TKDL Unit	Traditional Knowledge Digital Library	tkdl.res.in
CSIR-TRISUTRA Unit	Translational Research and Innovative Science Through Ayurveda - TRISUTRA	trisutra.in

Note: If a CSIR lab or Unit is created in future, it shall be deemed to be included as a Research Institute and in case any lab(s) are merged or closed by the CSIR Governing Body, then the corresponding labs will cease to be Research Institutes/Centres/Units of the Academy.

STATUTE 12

ACADEMY FACULTY POSITIONS & APPOINTMENT OF ACADEMIC STAFF

12.1 The Scientists of the CSIR Laboratories and its constituent units selected for the purpose shall have the dual role of being Faculty of the Academy and Scientists of CSIR. They shall bear the designations of the faculty as per the criteria decided by CSIR for its scientists of different grades. The selection shall be based on the Faculty Guidelines as approved by the Senate. The DG, CSIR shall ratify the list of faculty members drawn from among the Scientists of CSIR, including eminent scientists and emeritus scientists and have the list placed before the Senate for its approval and subsequently to the Board for its information. DG, CSIR may make any subsequent change to the list of faculty of the Academy drawn from CSIR. All the positions are honorary in nature and are co-terminous with their superannuation/retirement from their CSIR positions. However, their services could be availed beyond superannuation as Distinguished Emeritus Professor or Professor of Eminence or as a Sponsored Chair Professorship with remuneration commensurate to the positions subject to the approval of the Board.

Clause 8 (1) (ix) of the Act highlights that the "Academy shall have Institute Professorships, Associate Professorships and Assistant Professorships including Academy Professors, Professors of Eminence, Distinguished Professor, Outstanding Professor, Senior Professor, Emeritus Professors, Professor, or visiting positions and other teaching or academic or other positions, required by the Academy and make appointments to such positions"

Since the assessment and recruitment of the CSIR scientists are on-going processes, the Senate is required to update such lists from time to time.

12.2 The Academy can also induct scientists of CSIR, who have superannuated, as faculty members of the Academy with appropriate designation on the recommendation of the Vice-Chairperson of the Board or the Senate or the Director. All such inductions shall be placed before the Board for approval.

12.3 Further, the Board can honor and confer on eminent scientists, personalities, academicians, etc. who may not necessarily be citizens of India, with the higher title of "Academy Professor". There shall be no restriction on the number of such titles.

The Academy Professorships will be offered to only eminent individuals with most exceptional academic contributions and extraordinary scholarly work.

12.4 The Board shall appoint such employees as considered necessary for the efficient functioning of the Academy.

12.5 Appointment of academic staff other than Director, Associate Directors, Deans and Associate Deans

All academic posts of the Academy, filled up by direct recruitment, shall be advertised. However, the Board, on recommendation of the Senate and Director of the Academy, shall have the right to decide whether a particular position might be filled by nomination or invitation. Such nominations or invitations could be from within the staff of the Academy or from eminent and expert members from the industry, academia and other relevant segments of the society. The Academy can also consider positions of adjunct and visiting faculty from

other reputed academic institutions from India and abroad. The qualifications and eligibility criteria for being appointed as faculty and the designation to be given to the appointees shall be set forth in an ordinance to be framed for the purpose.

12.6 Honorary academic positions for CSIR scientists in AcSIR

Position in CSIR	Designation in AcSIR*
Scientist	Assistant Professor
Senior Scientist	
Principal Scientist	Associate Professor
Senior Principal Scientist	Professor
Chief Scientist	
Director/ Outstanding Scientist	Outstanding Professor
Distinguished Scientist	Distinguished Professor
CSIR Emeritus Scientist	Emeritus Professor
Director General (Full time)	Professor of Eminence

* Designations given as per Faculty Guidelines of AcSIR

12.7 Other academic positions in AcSIR

Position in AcSIR	Eligibility	Remuneration
Adjunct Faculty (Professor, Associate Professor, Assistant Professor) (3 year term, renewable)	Academicians from other Institutes, Industry and International Institutes/Units participating in collaborative research with CSIR	Honorary
Emeritus Professor (3 year term, renewable)	Eminent academicians superannuated/retired from regular positions	To be fixed by separate notification from time to time
Distinguished Emeritus Professor (3 year term, renewable)	Directors/ Outstanding/ Distinguished Scientists of CSIR beyond superannuation	To be fixed by separate notification from time to time
Professor of Eminence	Academicians/Scientists of equivalent eminence to DG CSIR	Honorary
Academy Professor (Lifetime position)	Academicians/Scientists of highest national and international eminence	Honorary

STATUTE 13

CONFERMENT OF DEGREES AND DIPLOMA

13.1 The degrees conferred by the Academy include, but not limited to, the following:

- i) M.Tech
- ii) Ph.D in Science, Engineering and Social Science & Humanities
- iii) Integrated M.Tech - Ph.D in Engineering
- iv) Integrated Ph.D in Science or Engineering
- v) Integrated M.Sc - Ph.D in Science
- vi) M.S by Research in Science and Engineering
- vii) Honors Dual Degree
- viii) PG Diploma in Finishing School (One/Two year PG diploma)
- ix) Diploma in areas offering new knowledge (Short term diploma)

13.2 Conferment of Degrees and Diplomas will be decided by the Senate.

STATUTE 14

PROGRAMME FEES

The fees for the different programs offered by the Academy will be defined through Ordinances to be framed for the purpose, from time to time.

14.1 Structure of Fees

The fee structure for various courses of studies shall be defined by the Senate in consultation with the concerned Board of Studies. These shall be subject to the ratification by the Board.

The fees of the Academy shall be such that it will not deter the weaker section of the society to have an access to new knowledge.

The Academy will make provisions for the institution of fellowships to provide support to attract motivated brilliant students from the economically weaker section of the society.

The fees shall be comparable with Government supported technical and professional institutes.

14.2 Collection of Fees and Provision of Late Fees and Fines

The methodology of collection of fees shall be decided by the Senate from time to time and shall be incorporated in the Ordinance and also circulated for public information through the website of the Academy.

The Academy shall charge late fees for cases of delayed payment of fees. Details of late fees/ fines and other related issues including time frame etc. shall be as per the Ordinance framed in this regard.

STATUTE 15

INSTITUTION OF AWARDS, FELLOWSHIPS, SCHOLARSHIPS ETC.

15.1 The Gifts and Awards Committee

The Senate shall administer all gifts, benefactions and awards related to the Academy through a Gifts and Awards Committee.

The Gifts and Awards Committee shall have the following composition:

- a) The Director of the Academy (Chairperson);
- b) Associate Director (Resource Development and Networking) and Associate Director (Academic);
- c) All the Deans;
- d) One nominee of DG, CSIR; and
- e) One external member who has served/serving not below the rank of Professor of a university or equivalent officer of the National Laboratories.

The above committee shall lay down the procedure of administration of the gift or benefaction, provided that where the terms and conditions attached to any gift, endowment or benefaction lay down any particular procedure for administration thereof, such procedure shall be followed.

15.2 Institution of Awards and Fellowships

The Senate, on recommendation of the Gifts and Awards Committee, shall place before the Board proposals for institution of different forms of awards and fellowships. Such awards and fellowships, shall comprise, but not be restricted to, the following:

- a) Special Medals and Citations;
- b) Endowment Fellowships for pre-doctoral, post-doctoral and specialized courses of studies;
- c) Best Research Awards;
- d) Innovative Technology Awards;
- e) Travel Fellowships;
- f) Merit Scholarships;
- g) Bursaries for research supervisors.

The details of the procedures for institution of the above awards and fellowships shall be decided by the Gifts and Awards Committee from time to time and subsequent approval of the Senate shall be sought.

15.3 Finance Committee to be consulted for accepting grants or raise loans. In the event of the Academy accepting grants from external sources or intending to raise loans, the concurrence of Finance Committee on such matters shall be mandatory before placing the same before the Board for approval.

Fellowship/assistantship or financial support shall not be usually provided by AcSIR. AcSIR students are expected to receive CSIR-UGC NET JRF/SRF or other fellowships from other sources. However, AcSIR shall provide some fellowship/sponsored fellowship by

industries/philanthropic entities for meritorious, talented, motivated students from the weaker section of the society. Any other financial support shall be as per the ordinances framed for the purpose.

15.4 Mention of Awards, Gifts, and Loans etc. to be made in the Annual Report

The Annual Report of the Academy shall contain a list of all gifts, benefactions and endowments along with mention of all awards, fellowships and medals given over the said period of time.

15.5 Awards, Endowments under the CSIR Laboratories to continue

Without prejudice to the provisions contained in these Statutes, CSIR laboratories shall have the freedom to continue with or have their own awards, benefactions and endowments, irrespective of their relationship with the Academy. The procedure for grant of such fellowships, awards, gifts and endowments; their administration etc. shall continue to be decided by the respective laboratories and shall not come under the purview of these Statutes.

STATUTE 16

ADMINISTRATION OF ESTATES, ENDOWMENTS, GIFTS & BENEFACTIONS

16.1 Estates

The Academy may, where necessary, have its own 'Estates'.

16.2 Ownership of Estates

Estates owned by the Academy shall be either on a free-hold title or on a lease for not less than 99 years. Ownership and lease deeds for the Academy shall be signed by the Director of the Academy. However, Academy may lease/rent any accommodation for shorter duration with provision for renewal for its functioning.

16.3 Use of Estates

The Academy shall have the rights and privileges to use the estates owned or leased/rented by it for purposes that are in line with the mandate of the Academy. To this end, the Academy can put into usage its estates for the following purposes:

- a) To build teaching and research infrastructure;
- b) To build knowledge parks and incubators in furtherance of the mandate of the Academy;
- c) To build ancillary facilities such as guest houses, convention centres, exhibition pavilions etc.;
- d) To build experimental farms, workshops and test facilities.

16.4 Administration of Estates

The Academy shall have an Office of Estates that shall be empowered to administer all affairs of Estates of the Academy.

16.5 Administration of Gifts, Endowments and Benefactions

The Academy shall have an office that shall be empowered to administer all affairs of gifts, endowment and benefactions. Academy shall carry out appropriate verification of the antecedence of the donors before accepting the gifts, endowments and benefactions.

16.6 Endowments

Endowments shall consist of all those monies and other movable assets received by the Academy from various sources including but not restricted to gifts and donations.

16.7 Acceptance of Gifts

The Academy shall promote the solicitation and acceptance of gifts in order to augment its own resources and to further the commitment it has for achieving excellence in teaching, learning and research.

16.8 General Provision Regulating Gifts to Academy

- a) The Academy shall not accept any gift that shall preclude it from accepting gifts from other donors.
- b) The Academy shall not accept any gifts that shall violate any applicable law or regulation and reserves the right to reject any gift.
- c) The act of giving a gift to the Academy shall be irrevocable and the gift and the gift-purpose, once acceded to, shall be subject to the prevailing policies and procedures of the Academy.

16.9 Provisions for Naming Opportunities related to Gifts

- a) In recognition of a gift made by a donor, the Academy shall provide the donor with a naming opportunity like named Chairs or Fellowships within the Academy with approval of the Board. The minimum level of the gift to qualify for a naming opportunity, shall be set by the Board from time to time, and shall be decided on a case by case basis.
- b) Notwithstanding the provision set above, if a donor offered with a naming opportunity falls into disrepute or the name proposed by the donor is found at a later date to be of disrepute, the Academy shall reserve the right to discontinue the use of the relevant name and or gift, donation and benefaction as may be decided by the Board.

16.10 Rights of Donors

- a) All gifts received by the Academy shall be used in accordance with the gift purpose. All information related to the donor and the gift shall be treated as confidential unless disclosure of such information is in pursuance of an order of any Court of Law or is required in compliance with provisions of any applicable Law.
- b) The Academy shall appropriately acknowledge and recognize the donors and their gifts according to such criteria as may be stipulated by Ordinances framed in this regard.

16.11 Right to Alter Gift Purpose rests with the Board

The Academy shall endeavor to use the gift for the purposes for which it was received. The Board shall, however, be authorized to alter the gift purpose to an extent required under exceptional circumstances, in order to keep in tune with the requirements of the Academy. On approval of the Board, the Endowment Office shall try to seek and obtain concurrence of the donor in this respect.

16.12 Administration and Management of Gifts

The Academy shall have the sole right to use the gift and administer the gift in accordance with the gift purpose.

The Academy shall have the right to invest gifts and endowments.

16.13 The Endowment Fund of the Academy

All endowments donated to the Academy shall be placed in a fund called the Academy of Scientific and Innovative Research Endowment Fund. This fund shall constitute the capital and all payments required to be made in respect of all such endowments, shall be paid out of

the income accruing to the said Endowment Fund. The management and administration of the Endowment Fund shall be as follows:

- a) The Academy shall have the sole authority of administering the fund;
- b) The Senate shall appoint an Endowment Fund Committee, consisting of not less than five members, ordinarily under the chairpersonship of the Associate Director (Administration and Finance). The Committee shall have the powers to make any investments available under the Law.
- c) The Academy shall, out of the fund income, pay for all expenses for managing the fund.
- d) The Academy shall, with the approval of the Board apportion such part of the fund income, from time to time, to form part of the capital of the fund, as may be necessary, to preserve the value of the capital of Fund to offset any depreciation in the value of the capital of the fund due to inflation and other such factors.
- e) At the beginning of every financial year, each endowment shall receive an annual distribution of expendable income at a predetermined fixed rate that shall be fixed by the Board, on recommendation of the Finance Committee. The use of the Endowment Fund of the Academy shall be made for purposes as elaborated in the Ordinances framed for the purpose.

STATUTE 17

DISCIPLINE AND CONDUCT

17.1 For the purpose of Statutes, these rules shall cover all personnel associated with the Academy including staff and students.

17.1.1 AcSIR Conduct Rules

All employees of the Academy shall be governed by the AcSIR Conduct Rules. The details in this regard shall be elaborated in the Ordinance framed for the purpose. However, all students of AcSIR working in various CSIR Laboratories/Centres/Units must adhere to the rules and safety guidelines of the respective Laboratory/Centre/Unit.

17.1.2 Disciplinary Authority and Appellate Authority

The Director of the Academy shall be the Disciplinary Authority for all discipline and conduct related matters of the Academy; the Chairperson* of the Board shall be the Appellate Authority.

17.1.3 Discipline with respect to Students

a) Scheduled Offences:

The following offences shall be considered as Scheduled Offences for the purposes of this Statute:

- i) Contravention of any of the Articles of the Statutes, Ordinances and Regulations, Code of Conduct and Procedures prescribed there under;
- ii) Damage or defacement of property belonging to the Academy or its constituent establishments including establishment of CSIR;
- iii) Falsification or misuse of documents, certificates etc. in connection with degrees, examinations, admissions etc.
- iv) Fraud, dishonesty, impersonation and similar act of misbehavior;
- v) Defamation or assault of Academy officials;
- vi) Lodging complaints against any Academy personnel or student with malicious intention or without reasonable cause;
- vii) Plagiarism or any malafide act connected thereto;
- viii) Disruption or improper interference with academic activities or administration of the Academy or with performance of duties by an employee of the Academy.

b) Criminal Offences:

The following offences shall be considered as Criminal Offences for the purposes of this Statute:

- i) Any offence involving in criminal activity;
- ii) Theft, fraud or misapplication in connection with funds or property of the Academy;
- iii) Ragging, which shall without prejudice to the generality of the term, include conduct intended to humiliate another student or hold such other student up to ridicule; interfere with another student's peace, privilege, benefits and rights or facilities; activities causing physical harm and mental agony;

*Amendment 1; BoG, 24 March 2014

- iv) Sexual, racial, communal and any other similar type of harassment to any employee or student of the Academy.

17.2 Disciplinary Powers

The Competent Authority of the Academy as provided in the Ordinances shall exercise disciplinary powers in respect of the offences mentioned above. Details in this regard shall be elaborated in the Ordinance framed for this purpose.

Disciplinary powers shall be exercised notwithstanding that the person liable to be subjected to disciplinary action has ceased to be a student of the Academy provided that the circumstances giving rise to the disciplinary proceedings arose while the person was a student of the Academy or in connection with the person's admission to a course of study in the Academy.

17.3 Discipline Implementation

All allegations regarding discipline involving a student shall be submitted to and looked into by the Associate Director (Student Affairs) or such Associate Director as may be entrusted with the responsibility and based on his findings, his recommendations as accepted by the Director shall be followed up by disciplinary proceedings as per 18.2, as directed by the Director in each case.

STATUTE 18

RELATIONSHIP WITH OTHER ORGANISATIONS AND INSTITUTIONS

18.1 Relationship with National Institutions

The Academy shall endeavor to establish academic relationship with other national institutions and organizations for realization of its objects and activities.

18.2 Relationship with Institutes/Centers other than CSIR

For the purpose of research and development, the Academy shall promote a seamless relationship with any institute/center/laboratory, belonging to any Department or Ministry outside the CSIR network.

This relationship shall include, but not be restricted to, the following:

- a) Movement of students for the pursuit of research
- b) Movement of faculty for the pursuit of research and teaching
- c) Acceptance of minimum eligibility criteria of these institutions for the purpose of admission of students
- d) Promotion of joint schools, inter-institutional instruments and computational facilities
- e) Inter- institutional library resource sharing
- f) Inter-institutional course credit sharing

18.3 Relationship with Central Universities and other Institutions of National Importance

All Central Universities of the country and other institutions of national importance such as IITs, IISERs etc. shall be treated at par with the Academy in regard to competitive selection of students to the Academy; migration of students from such Universities/Institutions to the Academy and vice versa and equivalence of courses.

18.4 Relationship with State Universities and State Institutions

- a) The Academy shall take proactive steps to promote academic interactions with state universities and state-aided institutions of the country.
- b) A State University shall be considered at par with the Academy provided that the admission to a given course study in such an university follows the same national level eligibility criteria prescribed by UGC and that the examinations, evaluation and credits offered by the university are also in conformity with the prescribed national level standards
- c) Provided further that State Universities accredited by NAAC with a minimum of three star rank or those which have been identified as Centres of Excellence for specified disciplines shall be considered to be at par with the Academy.
- d) For all the above-noted cases, the Academy shall endeavor to establish a seamless relationship with such universities/institutions in all relevant areas of study similar to those with Central Universities and institutions.
- e) Relationship with state-aided institutions in science and technology shall be promoted and considered on a case by case basis. The modalities of such

cooperation shall be decided by a suitable committee constituted by the Senate under the Chairpersonship of Associate Director (Academic). These decisions shall be implemented with the approval of the Senate.

18.5 Relationship with Industries, PSUs, Autonomous Bodies, NGOs etc.

The Academy shall endeavor to establish and promote academic and research relationships with industries, PSUs, autonomous bodies and NGOs. Such proposals shall be evaluated on a case by case basis by a suitable committee constituted by the Senate under the Chairpersonship of the Director. The Associate Director (Academic), Associate Director (Resource Development & Network), Deans of the respective cluster to which the organization/laboratory belongs, and one nominee of the Senate who is an expert in the field shall be members of the committee.

18.6 Relationship with International Institutions

The Academy shall endeavor to establish seamless relationship with international institutions and establishments. All relationships with international institutions shall be planned, managed and executed by the Directorate of Resource Development and Network. Such relationships shall be governed by a comprehensive International Cooperation Policy of the Academy that would be framed by the Senate and approved by the Board. In framing the policy for the Academy the Senate shall ensure that the policy is in consonance with the national policies especially from security angle in this regard.

18.7 Adjunct Faculty from International/National Laboratory/Academia and Industry

Best minds drawn from International/National Laboratories/Academia/Industry, outside the CSIR system participating in collaborative research with CSIR, can be recognized as Adjunct Faculty of AcSIR who can be co-guides to students pursuing studies at AcSIR.

STATUTE 19

POWER TO MAKE EXCEPTION

Notwithstanding what may be prescribed under the Statutes the power to make an exception shall be exercised by the authority empowered to take the decision subject to ratification by the next higher authority and subject further to the Chairman of the Board, which shall always have power to make an exception in a particular case.

STATUTE 20

ANNUAL REPORT

The Director of the Academy shall submit its annual report covering the overall performance, academic and research highlights, physical and financial assessment/ progress and other significant achievements during the year of the report to the Board of Governors of AcSIR as per clause 22(7) of the AcSIR Act, 2011.