



DHANAMANJURI UNIVERSITY
MANIPUR
NOTICE

Imphal, the 13th June, 2025

No. 1/61/2025-DMU/BUGS/218 In pursuance of the provisions stipulated under the Ordinance D1.7 ordained by Section 22(1)(d) of the Dhanamanjuri University Act, 2017, all the Heads of the Departments (PG) are apprised of the necessity to constitute respective Board of Under-Graduate Studies (BUGS) at an early date. Therefore, adhering to the composition defined in the Ordinance, the HoDs concerned may recommend the names of all the members to the office of the Registrar so as to enable approval by the competent authority.

(N. Ritikumar Singh)
Deputy Registrar
Dhanamanjuri University

Memo: 1/61/2025-DMU/BUGS/218

Copy to:

1. P.S. to the Vice-Chancellor for kind information
2. All the Academic Deans for kind information
3. P.A. to the Registrar for kind information
4. P.A. to the Finance Officer for kind information
5. P.A. to the Controller of Examinations for kind information
6. All the Head of Departments (PG), DMU
7. All Principals, Constituent Colleges of DMU
8. Guard file.


(N. Ritikumar Singh)
Deputy Registrar
Dhanamanjuri University

ORDINANCE-D1.7
ON THE BOARD OF UNDER-GRADUATE STUDIES
[Under Section 22(1)(d) of the Dhanamanjuri University Act, 2017]

1. Composition

There shall be a Board of Under-Graduate Studies for each subject taught at the degree level. The constitution of the Board shall be as follows:

- (i) The Head of the Department(PG) teaching the subject, who shall be the Chairperson;
- (ii) The Head(s) of the Department(s)(UG) teaching the subject of the constituent colleges;
- (iii) Professors in the Department including constituent colleges;
- (iv) One Associate Professor and one Assistant Professor in the Department on the basis of seniority by rotation to be nominated by the Vice-Chancellor;
- (v) Not more than two outside experts teaching the subject, who are not teachers of the University or any of its constituent/ affiliated colleges/ institutions, to be nominated by the Vice-Chancellor:

Provided that where there is no teaching of the subject at the University level for which the Board of Under-Graduate Studies is being constituted, the composition shall be as follows:

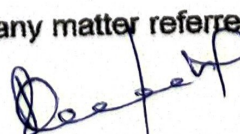
- (i) Three persons not below the rank of Associate Professor/Assistant Professor(Stage 3) to be appointed by the Academic Council, one of whom may be appointed as Chairperson by the Vice-Chancellor.
- (ii) Five teachers from constituent/ affiliated Colleges engaged in teaching the subject concerned nominated by the concerned School Board.
- (iii) Two external Experts on the subject concerned nominated by the Vice-Chancellor on the recommendation of the Chairperson of the concerned School Board.

2. Term of the Office:

Members of the Board of Under-Graduate Studies shall hold office for a period of three years and they shall be eligible for re-appointment.

3. Powers and Functions:

- (i) To make recommendation to the Academic Council in regard to the syllabi of the courses of study and necessary textbooks for the courses;
- (ii) To recommend to the Academic Council measures for improvement of the standard of Under Graduate Courses and teaching in the subject;
- (iii) To recommend to the School Board concerned the panels of names suitable for appointment as examiners including paper setters, etc. in the subject with which it deals, and
- (iv) To consider and report on any matter referred to the Board by Head of the



Post-Graduate Department, the Dean the School concerned, the Academic Council, the Syndicate or the Vice-Chancellor.

4. Meeting:

- (i) The Chairperson shall convene meeting of the Board, at least once a year.
- (ii) Special meetings may be called by the Chairperson on her/his own or on the request of the Dean of the Faculty or at the suggestion of the Vice-Chancellor or on a written request of at least four members of the Board.

5. Notice:

Notice of a meeting of the Board shall be issued by the Chairperson of the Board at least 15 days before the date fixed for the meeting, and for a special meeting, a least five days before the date fixed for the meeting.

6. Quorum:

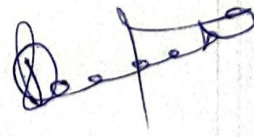
The quorum for a meeting of the Board shall be one-third of total members of the Board.

7. Minutes:

The Chairperson of the Board shall keep the minutes of the meetings of the Board.

8. Rules of Business:

The rules of conduct of the meeting shall be prescribed by the Regulations to be framed in this regard.

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a series of loops and a final flourish.