

ACHARYA NAGARJUNA UNIVERSITY
ORDINANCE ON BOARDS OF STUDIES

This Ordinance is made in accordance with Sections 17, 27 and 53(i) of the A.P. Universities Act, 1991 (herein after called the Act).

1. There shall be a separate Board of Studies for each Department of Teaching as provided in Section 27 of the Act.
2. The Boards of Studies shall be considered as Authorities of the University as specified in Section 17 of the Act.
3. Each P.G. Board of Studies shall function for a period of two years and shall continue to function until it is reconstituted. Each U.G. Board of Studies shall function for a period of 3 years and shall continue to function until it is reconstituted.
4. The Vice-Chancellor shall be the competent authority to constitute/reconstitute the Boards of Studies.

I. CONSTITUTION OF THE BOARDS OF STUDIES:

1. P.G. Board of Studies:

Each PG Board of studies shall consist of the following members:

- a) The Chairperson of the Board of Studies who shall be appointed by the Vice-Chancellor from among the teachers of the teaching department concerned on rotation basis.
- b) All the teachers of the department concerned.
- c) At least one expert of the subject concerned from outside the University to be appointed by the Vice-Chancellor.
- d) Honorary/Emeritus Professors appointed in the department.
- e) One teacher from the P.G. department concerned of any affiliated college to be appointed by the Vice-Chancellor on rotation for a period of 2 years.
- f) One Eminent person in the related field from the Industry/Service Organization/Profession/Vocation concerned.
- g) The Chairperson of the Board of Studies (UG) in the subject concerned shall be the Ex-officio member.
- h) There shall be representation from the students on the Board of Studies as per Section 27 of the Act. The Vice-Chancellor may nominate one student ordinarily on the basis of merit for each Board of Studies.

2. U.G. Board of Studies:

Each U.G. Board of studies shall consist of the following members:

- a) The Chairperson of the Board of Studies, to be appointed by the Vice-Chancellor for a period of three years, from among the senior members of the Board of Studies.
- b) Besides the Chairperson, there shall be not less than nine senior teachers representing the affiliated colleges in the University area.
- c) The outgoing Chairperson, if in service, shall also be a member of the Board of Studies.
- d) The Chairperson of the Board of Studies (PG) in the subject concerned shall be the Ex-officio member.
- e) The Vice-Chancellor may nominate one or two expert/s related to the field from the Industry/Service organization/Profession concerned.
- f) There shall be representation from the students on the Board of Studies as per Section 27 of the Act. The Vice-Chancellor may nominate one student ordinarily on the basis of merit for each Board of Studies.

3. Combined Board of Studies in UG/PG:

- a) The Vice-Chancellor is empowered to constitute Combined Board of Studies both for UG and PG in professional courses like Law, Education, Physical Education, Pharmacy, Engineering, etc.
- b) In case of combined Board of Studies there shall be representation of teachers from both PG and UG courses.
- c) The composition of a combined Board of Studies shall be decided by the Vice-Chancellor, keeping in view the needs of the subject concerned.
- d) In case of subjects like Engineering, separate Board of Studies may be constituted for each branch/subject as may be decided by the Vice-Chancellor.
- e) The Vice-Chancellor may convene the Joint Meeting of PG and UG Boards of Studies as he/she thinks necessary.

II. FUNCTIONS OF THE BOARD OF STUDIES:

The following shall be the functions of the Boards of Studies:

- a) To frame and revise as frequently as necessary the syllabus of the subject concerned shall be the main function of the Board of Studies.
- b) To recommend to the Academic Senate the rules, regulations and minimum qualifications required for admission into subject/course concerned.

- c) To prepare/revise lists of panels of paper setters and examiners for valuation and viva-voce and panels of adjudicators for UG/PG courses and Ph.D. and M.Phil. Thesis/Dissertation.
- d) To prepare model question papers for the subject concerned as and when there is a revision of syllabus.
- e) To consider and report on any matter referred to it by the Academic Senate, Executive Council, the Vice-Chancellor, or the Dean of the Faculty concerned.
- f) To recommend to the Academic Senate in regard to Text books, courses of study and the scheme of study and examinations in the subject concerned.
- g) To prepare a panel of experts to be on the Selection Committees of Teachers, which will be submitted to the Executive Council for approval as provided in Section 43 (1)(ii) of the Act.
- h) To look after the research programmes offered in the Department concerned shall also be the function of P.G. Board of Studies.
- i) To frame the syllabi and model question papers for the entrance Tests for admission into PG courses of study conducted by the University.
- j) Where there is no UG Board of Studies functioning for any reason, the P.G. Board of Studies will discharge the functions of the UG Board of Studies also.
- k) To recommend to the University the pass/class regulations for the course concerned.
- l) To recommend to the University the qualifications required to teach a particular course/subject/paper.

III. MEETINGS OF THE BOARDS OF STUDIES:

- a) Each PG Board shall meet at least once in an academic year.
- b) Each UG Board shall meet at least once in an academic year.
- c) The Chairperson of the Board concerned will preside over the meetings of the Board of Studies. In his/her absence, the other members will nominate one among them to preside over the meeting.
- d) The chairperson of each Board of Studies shall arrange to prepare the agenda for each meeting and cause it to be sent to all the members at least fifteen days before the date of the meeting.
- e) The quorum for each Board of Studies meeting shall be not less than 1/3 (one third) of the total strength of the Board.

- f) The decisions in the Board of Studies shall be made as far as possible by consensus and, if required, by majority.
- g) The Chairperson of Board of Studies shall prepare the minutes of each meeting and shall submit them to the University administration.
- h) It shall be competent for the Vice-Chancellor to obtain the opinion of the Board of Studies on any item by circulation among the members.
- i) Members desiring to move resolutions shall forward the same to the Chairperson concerned at least 10 days prior to the date of the meeting.
- j) The Vice-Chancellor may convene the joint meeting of PG. & U.G. Boards of Studies as and when he/she considers it necessary.

IV. EXISTING BOARDS OF STUDIES:

The following are the P.G. and U.G. Boards of Studies functioning at present in the University.

P.G. Boards of Studies in Sciences:

S.No.	Name of the Board
1	Applied Mathematics
2	Botany & Microbiology
3	Bio-Technology
4	Bio-Chemistry
5	Chemistry
6	Computer Science & Computer Applications
7	Electronics & Instrumentation Technology
8	Environmental Sciences
9	Foods & Nutritional Sciences
10	Geology
11	Mathematics
12	Physics
13	Statistics
14	Zoology & Aquaculture
15	Nano-Technology
16	Nano-Bio-Technology
17	Electronics

P.G. Boards of Studies in Arts, etc.:

S.No.	Name of the Board
1	Life Long Learning
2	Social Policy and Social Action
3	Commerce & Business Administration
4	Economics & Applied Economics
5	English
6	Hindi

7	History & Archaeology
8	Journalism & Mass Communication
9	Human Resource Management
10	Tourism & Travel Management
11	International Business Studies
12	Hospital Administration
13	Political Science & Public Administration
14	Rural Development
15	Sociology & Social Work
16	Telugu & Oriental Languages

P.G. Boards of Studies in Research Centres:

S.No.	Name of the Centre
1	Mahayana Buddhist Studies
2	Scientific Socialism
3	Women's Studies

Individual Boards of Studies (UG):

S.No.	Name of the Board
1	Botany
2	Chemistry
3	Commerce
4	Economics
5	English
6	Geology
7	Hindi
8	History
9	Mathematics
10	Philosophy
11	Physics
12	Political Science & Public Administration
13	Psychology
14	Sanskrit
15	Sociology & Social Work
16	Statistics
17	Telugu
18	Zoology
19	Audiology, Speech, Language Pathology
20	Hotel Management
21	Oriental Learning
22	Business Management

U.G. Boards of Studies under the Chairmanship of Chairperson, PG Board of Studies:

S.No.	Name of the Board
1	Aquaculture/Fisheries
2	Bio-Chemistry

3	Bio-Technology & Bio-Informatics
4	Computer Science
5	Electronics
6	Foods & Nutritional Sciences
7	Genetics
8	I.R.P.M./ H.R.M.
9	Micro-biology
10	Rural Development

Combined Boards of Studies in Professional courses:

S.No.	Name of the Board
1	Engineering
2	Pharmacy
3	Law
4	Education
5	Physical Education

Individual Boards of Studies in Engineering:

S.No.	Name of the Board
1	Bio-Technological Engineering
2	Chemical Engineering
3	Mechanical Engineering, Industrial Production Engineering and Production Engineering
4	Civil Engineering
5	Computer Science Engineering and Information Technology
6	Electronics & Communications Engineering, Electronics & Instrumentation Engineering and Electronics & Computer Maintenance Engineering.
7	Electrical & Electronics Engineering

In addition, the University will constitute separate Boards of Studies for UG/PG courses/ Research Centers as and when necessary.