

ORDINANCE 2002



# FOUNDATION UNIVERSITY ISLAMABAD



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**Foundation University Islamabad**

**Ordinance, 2002**

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**ISLAMABAD, FRIDAY, OCTOBER 25, 2002**

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**PART I**

**Acts, Ordinances, President's Orders and Regulations**

**GOVERNMENT OF PAKISTAN**

**MINISTRY OF LAW, JUSTICE, HUMAN RIGHTS AND**

**PARLIAMENTARY AFFAIRS**

**(Law, Justice and Human Rights Division)**

*Islamabad, the 25<sup>th</sup> October, 2002*

Islamabad, the 25<sup>th</sup> October, 2002

F. No.2(1)/2002- Pub. The following Ordinance promulgated by the President is hereby published for general information:-

**ORDINANCE No LXXXVIII OF 2002**

**AN**

**ORDINANCE**

to provide for the establishment of a *Foundation University* at Islamabad

WHEREAS it is in the interest of country to establish a centre of excellence to provide quality education of international standard to talented students of Pakistan;

AND WHEREAS it is expedient to provide for the establishment of the Foundation University and for matters ancillary thereto or connected therewith;

AND WHEREAS the President is satisfied that circumstances exist which render it necessary to take immediate action;

Now, THEREFORE, in pursuance of the Proclamation of Emergency of the fourteenth day of October, 1999, and the Provisional Constitution Order No. 1 of 1999, read with the Provisional Constitution (Amendment) Order No.9 of 1999, and in exercise of all powers enabling him in that behalf, the President of the, Islamic Republic of Pakistan is pleased to make and promulgate the following Ordinance:-

**1. Short Title and Commencement**

- (1) This Ordinance may be called the Foundation University Ordinance, 2002.
- (2) It shall come into force at once.

**2. Definitions.** In this Ordinance, unless there is anything repugnant in the subject or context:-

- (a) "Academic Council" means the Academic Council of the University;
- (b) "Affiliated Institution" means an institution authorised by the Board of Governors to conduct academic programmes approved by the University in accordance with rules prescribed for the purpose.
- (c) "Authority" means any of the authorities of the University specified in Section 7;

- (d) "Board of Governor" means the Board of Governors of the University;
- (e) "Chairman" means the Chairman of the Board of Governors;
- (f) "Chancellor" means the Chancellor of the University;
- (g) "College" means any college maintained by the University;
- (h) "President" means the President of the University;
- (i) "Committee" means the Executive Committee of the University;
- (j) "Dean" means the Dean of a Faculty of the University;
- (k) "Director" means the Director of a constituent institute of the University;
- (l) "Faculty" means the Faculty of the University;
- (m) "Head" means Head of a Teaching Department of the University;
- (n) "Patron" means the Patron of the University;
- (o) "Prescribed" means prescribed by regulation;
- (p) "Principal" means the Principal of a constituent college of the University;
- (q) "Registrar" means the Registrar of the University;
- (r) "Rector" means the Rector of the University;
- (s) "Statutes", "Regulations" and "Rules" means the Statutes, the Regulations and the Rules respectively made under this Ordinance;
- (t) "Teaching Department" means teaching department established and maintained by the University;
- (u) "HEC" means the "Higher Education Commission" established under the Higher Education Commission Ordinance; 2002 (LIII of 2002);
- (v) "University" means the **Foundation University Islamabad**; and

- (w) "University Teacher" means Professor, Associate Professor, Assistant Professor and Lecturer engaged whole-time by the University for teaching;

### **3. Establishment and Incorporation of the University**

- (1) There shall be established at Islamabad a University to be called the Foundation University consisting of:-
- (a) the Patron, the Chancellor, the President, the Rector, the Deans, the Directors, the Principals and other members of the Board of Governors;
  - (b) the members of councils, boards, committees and other bodies as the Board may establish;
  - (c) the teachers and students of the University and its constituent units; and
  - (d) such other officers and members of the staff as the Board may, from time to time, specify;
- (2) The University shall be a body corporate by the name of the Foundation University having, Islamabad, perpetual succession and a common seal, with power, among others, to acquire, hold and dispose of any property or investments and shall by the said name sue and be sued.
- (3) The principal seat of the University shall be at Islamabad and it may set up its campuses, colleges, institutes, offices, research/study centres and other facilities at such places in Pakistan as Board of Governors may determine. The additional campuses shall be set in other parts of the country only after their evaluation by the Higher Education Commission to determine whether they meet the eligibility criteria fixed by the Higher Education Commission:-

### **4. University Open to all Classes, Creeds, etc**

The University shall be open to persons of either sex of whatever religion, race, creed, colour or domicile who are academically qualified for admission to the courses of study offered by the University and no such person shall be denied the privileges of the University on the ground only for sex, religion, creed, race, class, colour or domicile.

### **5. Functions and Powers of the University**

The University shall have the powers:-

- (a) to provide for instruction and training in such branches of learning as it may deem fit, and to make provisions for research, demonstrations and other

services, and for the advancement and dissemination of knowledge in such a manner as it may determine;

- (b) to select, admit and examine students;
- (c) to hold examinations and confer or award degrees, diplomas, certificates and other academic distinctions on and to persons who have passed its examinations under prescribed conditions or have participated in its executive development programmes;
- (d) to establish and promote faculties;
- (e) to confer honorary degrees on persons as approved by the Board;
- (f) to prescribe courses of studies in such branches of learning as the University may determine;
- (g) to establish and support other facilities for education, training and research;
- (h) to enter into agreements, contracts and arrangements with universities, organizations, institutions, bodies and individuals for the purpose of carrying out its functions and activities in Pakistan or abroad;
- (i) to decide teaching methods and strategies in order to ensure the most effective educational and training programmes;
- (j) to create posts for teaching, research, administration and other related functions and to appoint persons thereto;
- (k) to receive and manage property transferred and grants, bequests, trusts, gifts, donations, endowments and other contributions made to it and to invest any funds representing such property, grants, bequests, trusts, gifts, donations, endowments or contributions and to convert one kind of property into another, in such manner as it may deem fit;
- (l) to institute and award fellowships, scholarships, exhibitions, bursaries, medals and prizes under prescribed conditions;
- (m) to demand and receive such fees and other charges as it may determine;
- (n) to appoint members of various bodies and committees, as the Board may determine, for academic and administrative activities;

- (o) to appoint such officers and staff and prescribe terms and conditions, powers and duties of such officers and staff;
- (p) to do all such other acts and things as may be required to further its objectives; and
- (q) in the exercise of above powers and functions the University shall be subject to any general rules, instructions or directions as the HEC may from time to time, issue.

## **6. Teaching and Examination of University**

- (1) The academic programmes of the University shall be conducted in the prescribed manner.
- (2) The University shall associate external examiners for the conduct of examination.
- (3) No degree shall be granted unless a student has passed an examination in Islamic Studies and Pakistan Studies at the Bachelor's degree level or, in the case of a non-Muslim student, in Ethics and Pakistan Studies as his option.
- (4) In the prescribing syllabi, courses of studies and instructions for the conduct of studies, the University shall abide by the directions given by the HEC under the Higher Education Commission Ordinance, 2002, (LIII of 2002), for Federal Supervision of Curricula, Textbooks and Maintenance of Standards of Education.

## **7. Authorities of the University.** The Authorities of the University shall consist of:-

- (a) the Board of Governors;
- (b) the Executive Committee;
- (c) the Academic Council;
- (d) the Board of Faculties;
- (e) the Board of Advance Studies and Research;
- (f) the Selection Board;
- (g) the Finance and Planning Committee;
- (h) the Governing Bodies of the Constituent Units in whatever manner designed; and



(i) Any other Authority constituted by the Board of Governors.

**8. Officers of the University.** The following shall be officers of the University, namely:-

- (a) the Patron;
- (b) the Chancellor;
- (c) the President;
- (d) the Rector;
- (e) the Deans;
- (f) the Heads of Teaching Departments;
- (g) the Registrar;
- (h) the Director Finance;
- (i) the Director Research and Development;
- (j) the Heads of Constituent Units; and
- (k) such other persons as may be specified by regulations to be the officers.

**9. The Patron**

- (1) The President of Pakistan shall be the Patron of the University.
- (2) The Patron, when present or his nominee shall preside at the convocations of the University.
- (3) Every proposal to confer an honorary degree shall be subject to confirmation by the Patron.

**10. Visitation by the Patron**

- (1) The Patron may cause an inspection or inquiry to be made on his own motion or at the request of the HEC in respect of any matter connected with the affairs of the University and shall, from time to time, direct any person of persons to inquire into or carry out inspection of:-
  - (a) the University, its buildings, laboratories, libraries, and other facilities;
  - (b) any institution, department or hostel maintained by the University;

- (c) the adequacy of financial and human resources;
  - (d) the teaching, research, curriculum, examination and other matters of the University; and
  - (e) such other matters as the Patron may specify.
- (2) The Patron shall communicate to the respective Board his views with regard to the results of visitation and shall, after ascertaining the views of the respective Board, advise the Board on the action to be taken by it.
  - (3) The respective Board shall, within such time as may be specified by the Chancellor, communicate to him such action, if any, as has been taken or may be proposed to be taken upon the results of visitation.
  - (4) Where the respective Board does not, within the time specified, take action to the satisfaction of the Patron, the Patron may issue such directions as he deems fit and the respective Board shall comply with all such direction.

#### **11. The Chancellor**

- (1) The Chairman of Fauji Foundation shall be the Chancellor of the University.
- (2) The Chancellor shall appoint the Rector on the recommendation of the Board of Governors of the University.
- (3) If the Chancellor is satisfied that the proceedings of any Authority or orders of any officer are not in accordance with the provisions of this Ordinance, the statutes, the regulations or the rules, he may after calling upon such Authority or officer to show cause why such proceedings should not be annulled, by order in writing, annul such proceedings or order.
- (4) The Chancellor may remove any person from the membership of any Authority, if such person:-
  - (a) has become of unsound mind; or
  - (b) has been incapacitated to function as a member of such Authority has been convicted by a court of law or an offence involving moral turpitude or has been found indulging in any activity against the interest of the University.
  - (c) should the Chancellor be incapacitated from acting as such due to absence or any other cause, the President or a nominee of the Chancellor shall act for him.

**12. The President.** The Managing Director of Fauji Foundation shall be the *ex-officio* President and chief executive officer of the University.

**13. Powers and Functions of the President.** The President shall:-

- (a) approve the draft Statutes proposed by the Board of Governors;
- (b) appoint the Director of Finance on such terms and conditions as he may determine;
- (c) preside over the convocations of the University in the absence of the Patron and
- (d) supervise the overall functioning of the University.

**14. The Rector**

- (1) The Rector, who shall be an eminent scholar of national repute and an educationist or scientist of distinction, shall be appointed by the Chancellor on the recommendation of the President on such terms and conditions as he may determine.
- (2) At any time when the office of the Rector is vacant, or he is absent or unable to perform the functions of his office due to illness or some other reason, the President shall make such arrangements for the performance of the duties of the Rector as he may deem fit.
- (3) The Rector shall be the chief academic and administrative officer of the University and shall be responsible for the implementation of the decisions and for the execution of the programmes of the University in accordance with the guidelines and policies formulated by the Board of Governors.
- (4) The Rector may, in an emergency which in his opinion requires immediate action, take such action as he may consider necessary and shall, thereafter, as soon as possible, report his action to the officer, authority, or other body, which in the ordinary course would have dealt with the matter.
- (5) The Rector shall also have power:-
  - (a) to regulate the activities connected with the execution of programmes for instructions, training, research, and similar services;
  - (b) to create and fill temporary posts for a period not exceeding six months.
  - (c) to sanction all expenditure provided for in the approved budget and to re-appropriate funds within the same major head of expenditure;

- (d) to sanction and re-appropriate an amount not exceeding one hundred thousand rupees for an unforeseen item not provided for in the budget, and report it to the Board of Governors in the next meeting;
- (e) to appoint, with the approval of the Board of Governors, teachers, officers and members of the staff of the University and such other persons as may be necessary in accordance with policies and procedures approved by the Board of Governors;
- (f) to submit to the Board of Governors, in accordance with the rules of procedure, reports on the activities of the University and the execution of the plans of work;
- (g) to appoint paper setters and examiners for all examinations of the University;
- (h) to direct teachers, officers and other employees of the University to take up such assignments in connection with teaching, research, examinations and administration and such other activities in the University, as he may consider necessary;
- (i) to delegate, subject to such conditions, if any, as may be prescribed, any of his powers under this Ordinance, to an officer or other employee of the University; and
- (j) to exercise and perform such other powers and functions as may be prescribed.

#### **15. The Board of Governors**

- (1) The general supervision and control of the affairs, and the power to lay down the policies of the University shall vest in the Board of Governors consisting of the following members, namely:-
  - (a) the Chancellor who shall be the Chairman of the Board;
  - (b) the President who shall be the Vice-Chairman of the Board;
  - (c) the Rector of the University;
  - (d) a retired judge of Supreme Court of Pakistan or a High Court to be nominated by the Chief Justice concerned;
  - (e) Chairman, Higher Education Commission or his nominee;

- (f) Education Secretary of the Federal Government or his nominee not below the rank of a Joint Secretary;
  - (g) a Vice-Chancellor of a public sector university;
  - (h) three eminent scientists or educationists to be nominated by the Board of Governors;
  - (i) five nominees of Fauji Foundation; and
  - (j) three eminent businessmen or professionals with special contribution in the field of education to be nominated by the Board of Governors;
- (2) Members of the Board of Governors other than *ex-officio* members shall hold office for three years.
- (3) The Chairman may nominate any member of the Board of Governors to act as Chairman in his absence.
- (4) No act or proceedings of the Board shall be invalid by reasons only of the existence of a vacancy in or any defect in the constitution of the Board.

**16. Powers and Functions of the Board of Governors.** The Board of Governors shall:-

- (a) hold, control and administer the property, funds and resources of the University and raise funds for the purpose of the University upon such security as may be required under regulations;
- (b) undertake responsibility for the financial viability of the University including responsibility for ensuring effectiveness of its operations, their continuity and preservation of the autonomy of the University;
- (c) consider and pass the resolution of the annual report, plan of work, statements of accounts and the annual budget estimates:-
  - a. formulate or approve policies and plans governing the activities and operations of the University so as to facilitate research, teaching and other academic work;
  - b. make statutes and rules;
  - c. prepare or have prepared and revise from time to time statutes and rules for the efficient and effective operation of the University;

- d. establish faculties departments or institutes etc. under its jurisdiction and to constitute such standing committees, councils and other administrative or academic advisory bodies as it deems necessary, and review their work;
  - e. call for and consider reports relating to the activities of the University and the execution of plans of work and to direct the Rector to furnish information relating to any matter specified by the Board of Governors;
  - f. create such academic or administrative posts as it may deem necessary and to approve appointments to such posts as it may specify;
  - g. constitute committees or sub-committees as it may deem necessary;
  - h. take all such measures as it may consider necessary or desirable for the efficient and effective management and functioning of the University;
  - i. appoint teachers and officers on the recommendation of the Selection Board; and
  - j. delegate powers to an authority or officer or a committee.
- (2) The Board of Governors may delegate any of its powers to the President subject to such conditions as it may deem fit to impose.

### **17. Meeting of the Board of Governors**

- (1) The Board shall meet at least twice year on dates to be fixed by the Chancellor provided that a special meeting may be called at any time by the Chancellor or on a request by not less than five members of the Board to consider any matter of urgent nature.
- (2) In the case of a special meeting not less than ten clear days' notice shall be given to the members of the Board and the agenda of the meeting shall be restricted to the matter for which the special meeting is called.
- (3) The quorum for a meeting of the Board shall be one-half of its members, fraction being counted as one.
- (4) The decisions of the Board shall be expressed in terms of the views of the majority and voting of the members present. If the members are equally divided, the Chairman shall have the power to exercise a casting vote.

**18. Executive Committee**

- (1) The Executive Committee shall comprise of the following members, namely:-
  - (a) the President who shall be its Chairman;
  - (b) the Rector;
  - (c) two members of Board of Governor to be nominated by the Board; and
  - (d) all members of the Central Board of Directors of Fauji Foundation;
- (2) The Executive Committee shall deliberate on various aspects related to the functioning of the University and recommend specific measures to the Board for consideration and shall in particular:-
  - (a) provide and raise funds for the purposes of the University;
  - (b) undertake responsibility for the financial viability of the University and ensure effectiveness of its operations;
  - (c) consider and pass the resolution on the annual report, plan of work, statement of accounts and the annual budget estimates as recommended by the Board of Governors;
  - (d) delineate priorities for research;
  - (e) recommend allocation of training and research funds to the Departments, Institutes, Schools and Colleges;
  - (f) recommend such measures which would foster and enhance interaction and collaboration between the University and other national and international organizations, institutions, research centres and industry;
  - (g) propose affiliation measures with foreign institutions of repute;
  - (h) decide methods and strategies in order to ensure the most effective scientific and technological programmes;
  - (i) co-ordinate with relevant Government Ministries, Departments, Universities, Higher Education Commission; and
  - (j) prescribe guidelines for proper and efficient functioning of the University.

**19. Academic Council**

- (1) The Academic Council shall consist of the following members, namely:-
- (a) the Rector who shall be its Chairman;
  - (b) all the Deans;
  - (c) all the Heads of the Departments, Institutes, Colleges and Schools;
  - (d) all Professors and Associate Professors of the University;
  - (e) a representative of the Federal Ministry of Education;
  - (f) two Assistant Professors and two Lecturers to be nominated by the Board of Governors on the recommendations of the Rector;
  - (g) three persons eminent in the arts, the sciences and the professions of whom one shall be from each category to be nominated by the Board of Governors;
  - (h) Director (Academics), HEC;
  - (i) Controller of Examinations;
  - (j) Librarian; and
  - (k) the Registrar.
- (2) The Registrar shall, *ex-officio*, act as Secretary of the Academic Council.
- (3) Members appointed by nomination shall hold office for three years.
- (4) The quorum for a meeting of the Academic Council shall be one-third of the total number of members, a fraction being counted as one.

**20. Powers and Duties of the Academic Council**

- (1) The Academic Council shall be the highest academic body of the University and shall, subject to the provisions of the Ordinance and the Statutes, have the powers to lay down proper standards of instruction, training, research, publications, examinations and to regulate and promote the academic life of the University.



- (2) Without prejudice to the generality of the foregoing provisions and subject to the provisions of this Ordinance and the Statues, the Academic Council shall have the power:-
- (a) to advise the Board of Governors on academic matters;
  - (b) to regulate the conduct of teaching, research, publications and examinations;
  - (c) to regulate the admissions of students to the courses of studies and examinations in the University;
  - (d) to regulate the conduct and discipline of the students of the University;
  - (e) to propose to the Board schemes for the constitution and organization of Faculties, Institutes, Schools, Colleges and Academic Departments;
  - (f) to consider or formulate proposals for planning and development of teaching and research in the University;
  - (g) to make Regulations prescribing the courses of studies; the syllabi and the outlines of tests for all University examinations subject to the approval of the Board of Governors;
  - (h) to regulate the award of studentship, scholarships, exhibitions, medals and prizes;
  - (i) to frame Regulations for submission to the Board for approval;
  - (j) to appoint/nominate members to the various Authorities in accordance with the provisions of this Ordinance;
  - (k) to recognise the examinations of other Universities or examining bodies equivalent to the corresponding examinations of the University; and
  - (l) to perform such other functions as may be prescribed by Statues.

## **21. Appointments**

The University may appoint such persons in its service as may be necessary on such terms and conditions as the Board may by rules determine.

## **22. Committees**

The Board, the Academic Council, and other Authorities may constitute such committees as may be deemed necessary for carrying out the purposes of this Ordinance.

**23. Delegation of Powers**

The Board may delegate to any person or a committee any of its powers, duties or functions.

**24. University Fund**

There shall be a fund to be known as the "Foundation University Fund" to which shall be credited all sums received by the University.

**25. Budget and Accounts**

The budget of the University shall be approved and its accounts shall be maintained and audited in such manner as may be prescribed.

**26. Statutes**

- (1) The Board may make Statutes for the administration and management of the University.
- (2) The Statutes set out in the Schedule to this Ordinance shall be deemed to be the First Statutes framed under sub-section (1) and shall remain in force until they are amended or replaced by new Statutes made in accordance with sub-section.

**27. Regulations**

The Academic Council may with the approval of the Board, make Regulations for the proper standards of instruction, training, research and examinations.

**28. Rules**

- (1) Authorities and the other bodies of the University may make Rules consistent with this Ordinance, Statutes and Regulations, to regulate the conduct of their business and the time and place of meetings and related matters.
- (2) The Board may make rules to regulate any matter relating to the affairs of the University, which under this Ordinance, or not specifically required to be provided for by the Statutes or the Regulations.

**29. Discipline**

The University shall have power to supervise and control the discipline of the students of the University in the prescribed manner.

**30. Removal of Difficulties**

If any difficulty arises in giving effect to any of the provisions of this Ordinance, the President may, on the recommendations of the Board, make such order, not inconsistent with the said provisions, as it may consider necessary for the removal of such difficulty.

**THE SCHEDULE**

[See Section 26]

**THE FIRST STATUTES****1. Faculties**

There shall be a Faculty for an Academic Department or a group of Academic Departments. The University shall include the following faculties and such other Faculties as may be prescribed:-

- (a) Faculty of Management Sciences;
- (b) Faculty of Engineering and Information Technology;
- (c) Faculty of Medical Sciences;
- (d) Faculty of Education;
- (e) Faculty of Dental Sciences; and
- (f) Faculty of Postgraduate Health Sciences.

**2. Board of Faculty**

(1) There shall be a Board of each Faculty, which shall consist of:-

- (a) the Dean of a Faculty;
- (b) the Professors and the Head of Academic Department in the Faculty;
- (c) one member other than Professors and Head of each Academic Department to be nominated by the Head of Department;
- (d) two teachers to be nominated by the Academic Council by reason of their specialized knowledge of the subjects which, though not assigned to the Faculty, have in the opinion of the Academic Council, important bearing on the subjects assigned to the Faculty;
- (e) two experts in the field from outside the University to be appointed by the Board of Governors; and
- (f) one member to be nominated by the Rector.

(2) The members other than *ex-officio* members shall hold office for three years;

(3) The quorum for a meeting of the Board of a Faculty shall be one-half of the total number of members, a fraction being counted as one;

**3. Functions of the Board of Faculty.** The Board of each Faculty shall, subject to the general control of the Academic Council and the Board of Governors, will have the powers to:

- (a) co-ordinate teaching and research work in the subjects assigned to the Faculty;
- (b) scrutinize the recommendations of the Boards of Studies, comprising the Faculty with regard to the appointment of paper setters and examiners for Graduate and Postgraduate Examinations and to forward the panels of suitable paper setters and examiners for each examination to the Rector;
- (c) consider any other academic matter relating to the Faculty and report thereon to the Academic Council;
- (d) prepare a comprehensive annual report regarding the performance of each department, comprising the Faculty for presentation to the Academic Council; and
- (e) perform such other functions as may be prescribed under statutes.

**4. The Dean**

- (1) There shall be Dean of each Faculty who shall be the Chairman and Convener of the Board of Faculty. He shall be responsible for the academic affairs of his Faculty.
- (2) The Dean shall be appointed by the Board of Governors from amongst the three most senior Professors of the Faculty on the recommendation of the Rector and shall hold office for a period up to three years and shall be eligible for re-appointment.
- (3) The Dean shall present candidates for admission to Degree (except honorary degrees) in the courses falling within the purview of the Faculty.
- (4) The Dean shall have such powers and duties as may be prescribed by the Board of Governors on the recommendations of the Rector.

**5. Academic Departments and Heads of the Departments**

- (1) There shall be an Academic Department for each subject or a group of subjects, as may be prescribed by Regulations and each Academic Department shall be headed by a Head of Department.

- (2) The Head of an Academic Department shall be appointed by the Board of Governors on the recommendation of the Rector from amongst three senior most Professors or Associate Professors other than Professors already working as a Dean for a period of three years and shall be eligible for re-appointment provided that in a Department where there are less than three eligible Professors, the appointment shall be made from amongst the senior most Professors and Associate Professors of the Department. Provided further than in a Department in which there is no Professor or Associate Professor, no such appointment shall be made and Department shall be looked after by the Dean of Faculty with assistance of the senior most teacher of the Department.
- (3) The Head of the Department shall plan, organize and supervise the work of the department and shall be responsible to the Dean for the work of his Department.
- (4) The Head of the Department shall under the general supervision of the Rector and the Dean, exercise all administrative, financial, academic and such other duties or powers as may be delegated to him.
- (5) The Head of the Department shall prepare a comprehensive annual report on the performance of the Department at graduate and post-graduate levels, and Faculty research and development and submit it to the Dean of the Faculty for evaluation.

#### **6. Board of Advanced Studies and Research**

- (1) The Board of Advanced Studies and Research shall consist of:-
  - (a) the Rector (Chairman);
  - (b) all Deans;
  - (c) one University Professor from each Faculty other than the Dean to be appointed by the Board of Governors;
  - (d) one member to be nominated by the Rector;
  - (e) three members from the relevant fields from Research Organizations and Government Departments to be nominated by the Board of Governors; and
  - (f) the Registrar as Secretary.
- (2) The term of office of the members of the Board of Advanced Studies and Research shall be three years. The quorum for the meeting of the Board of Advanced

Studies and Research shall be one-half of the total number of members, a fraction being counted as one.

**7. Functions of Board of Advanced Studies and Research.** The functions of the Board of Advanced Studies and Research shall be to:-

- (a) advise the authorities on all matters connected with the promotion of advanced studies, research and publications in the University;
- (b) consider and report to the Authorities on the institution of research degrees in the University;
- (c) propose Regulations regarding the award of research degrees;
- (d) appoint supervisors for postgraduate research student and to approve titles and synopses of their theses/dissertations;
- (e) recommend panels of names of examiners for evaluation of their theses and other research examination; and
- (f) perform such other functions as may be prescribed by Statutes.

**8. Selection Board**

(1) The Selection Board shall consist of:-

- (a) the Rector (Chairman);
- (b) the Dean of the concerned Faculty;
- (c) the Head of the concerned Academic Department;
- (d) one member of the Board of Governors to be nominated by the Board;
- (e) two eminent educationists or scientists to be nominated by the Board of Governors; and
- (f) one nominee of the President.

(2) The Registrar shall act as the Secretary of the Selection Board.

(3) The members other than *ex-officio* members shall hold office for three years.

(4) The quorum for a meeting of the Selection Board shall be four.

- (5) No member, who is a candidate for the post to which appointment is to be made, shall take part in the proceedings of the Board.
- (6) In selecting candidates for the post of Professors and Associate Professors, the Selection Board shall ~~co-opt~~ or consult three experts in the subject concerned and in selecting candidates for other teaching posts two experts in the subject concerned, to be nominated by the Rector from a standing list of experts (revised from time to time) for each subject approved by the Board on the recommendations of the Selection Board.

## 9. Functions of the Selection Board

(1) The functions of the Selections Board shall be:-

- (a) to consider applications for teaching and other officers and recommend to the Board of Governors the names of suitable candidates for appointment and recommend suitable salary for the persons concerned;
- (b) to consider all cases of promotion or selection of officers of the University and recommend the names of suitable candidates for such promotion and selection to the Board of Governors;
- (c) to recommend to the Board the grant of a higher initial pay in suitable case for reasons to be recorded;
- (d) to recommend to the Board the appointment of an eminently qualified person to a position in the University on the terms and conditions as may be prescribed;
- (e) to consider all cases of promotion of officers of the University and recommend to the Board the names of suitable candidates for such promotions.

(2) In the event of an unresolved difference of opinion between the Selection Board and the Board of Governors the matter shall be referred to the President, whose decision shall be final.

## 10. Finance and Planning Committee

(1) The Finance and Planning Committee shall consist of:-

- (a) the Rector;
- (b) all the Deans;

- (c) one member of the Board of Governors to be nominated by the Board of Governors.
- (d) one financial expert to be nominated by the Rector;
- (e) one member of the Academic Council to be nominated by the Academic Council;
- (f) one nominee of Fauji Foundation;
- (g) one representative each from Federal Ministry of Education and Federal Ministry of Finance;
- (h) Director of Finance who shall act as Secretary of the Finance and Planning Committee; and
- (i) the President will appoint Chairman of the Finance and Planning Committee.

(2) The term of office of the nominated members shall be three years.

(3) The quorum for a meeting of the Finance and Planning Committee shall be five members, a fraction being counted as one.

**11. Functions of the Finance and Planning Committee.** The functions of Finance and Planning Committee shall be:-

- (a) to prepare annual statement of accounts, propose annual budget estimates and advise the Board of Governors thereon;
- (b) to review periodically the financial position of the University;
- (c) to advise the Board of Governors on all matters relating to finance, investments and accounts of the University; and
- (d) to perform such other functions as may be prescribed under Statutes.

**12. Discipline Committee**

(1) The Discipline Committee shall consist of:-

- (a) Chairman to be nominated by the Rector;
- (b) one Professor to be nominated by the Academic Council;



- (c) one member to be nominated by the Board of Governors; and
- (d) one Professor or Assistant Professor to be nominated by the Rector.

(2) The Officer Incharge of Students Affairs shall also be its Secretary.

(3) The term of office of the members of the Committee, other than *ex-officio* members, shall be two years.

(e) the quorum for a meeting of the Discipline Committee shall be four.

**13. Functions of the Discipline Committee.** The Functions of the Discipline Committee shall be:-

- (a) to propose Regulations to the Academic Council for the conduct of University students; and maintenance and discipline and for dealing with cases of Indiscipline; and
- (b) to perform such other functions as may be prescribed by Regulations.

GENERAL  
PERVEZ MUSHARRAF,  
President.

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Mr. Justice,  
MANSOOR AHMAD,  
Secretary.

# FOUNDATION UNIVERSITY ISLAMABAD

## Statutes Regarding Composition and Functions of Board of Studies (BOS)

### **Approved by Academic Council**

Dated: 14-01-2019

Session: 21<sup>st</sup> Meeting

#### **1. Proposed Composition of BOS**


- a. Head of Department, Chairman and Convener.
- b. All Professors and Associate Professors in the Department.
- c. Two Assistant Professors/Lecturers, will be appointed on rotation basis, nominated by Dean of Faculty with the approval of Directors of relevant Campuses.
- d. Two External Experts, approved by the Rector on the recommendation of Director of relevant campus duly nominated by concerned HOD/Dean of Faculty.
- e. Director QA or QA Representative

#### **2. Proposed Statutes of Board of Studies (BOS)**

- a. There shall be a separate Board of Studies for each Department or group of subjects in FURC / FUSC.
- b. In FUIC, Board of faculties will be constituted at level of FUIC, chaired by Director and there will be board of studies for following:-
  - (1) BOS Basic Medical Sciences FUMC (Headed by Dean/Principal, FUMC)
  - (2) BOS Clinical Sciences FUMC (Headed by Dean/Principal, FUMC)
  - (3) BOS FUCD (Headed by Dean)
  - (4) BOS FUIRS (Headed by Dean)
  - (5) BOS FUCN (Headed by Principal)
- c. The term of office of a nominated member(s) of the Board of Studies shall be three years.
- d. The meetings of Board of Studies shall be convened on as and when required basis but not less than once in a semester/year for semester/annual system respectively.
- e. The quorum for meeting of the Board of Studies shall be one-half of the total number of members, fraction being counted as one.

#### **3. Functions of the Board of Studies**

- a. To advise the authorities on all academic matters related to instructions, research, admission and examination in the subject(s) concerned.
- b. To propose curriculum and syllabi for all degree programs, diplomas and certificate courses in the subject concerned.
- c. To suggest a panel of paper setters and examiners in the subject concerned, and
- d. To perform such other functions as assigned by the higher statutory bodies.

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