

THE THIRD STATUTES OF THE UNIVERSITY

Statutes regarding the Institute of
Statistical Research and Training

1. The University of Dhaka shall establish an Institute of Statistical Research and Training as a constituent institution with a separate Board of Governors.

Aims & objects.

2. The aims and objects of the Institute shall be—

- (a) to promote and provide facilities for advanced studies and research in Statistics, including the establishment of research units for developing statistical concepts and methodology appropriate to diverse practical applied fields;
- (b) to provide training to various categories of statistical workers, refreshers courses and in service training for working statisticians, and training to University graduates in the technical and professional aspects of applied Statistics;
- (c) to co-operate with the Government in planning development survey and research schemes and in carrying out the statistical analyses involved therein;
- (d) to co-operate with other departments of the University of Dhaka in research activities requiring statistical method and analysis;
- (e) to undertake research projects sponsored by public or private organizations and to conduct statistical survey for them under mutual agreement;
- (f) to set up a data processing unit; and

- (g) to popularise statistics and familiarise statistical reasoning to the general public through seminars and published literature.

Constitution of
Board
of Governors.

3. (1) The management of the Institute shall be vested in a Board of Governors consisting of the following:

- (i) the Vice-Chancellor — Chairman;
- (ii) the Director-General of the Bureau of Statistics, Government of the People's Republic of Bangladesh;
- (iii) the Chairman of the Department of Statistics, Dhaka University;
- (iv) One nominee of the Syndicate from among its members;
- (v) One nominee of the Academic Council from among its members;
- (vi) Two nominees of the Faculties, one from the Faculty of Social Sciences and one from the Faculty of Science to be nominated by the respective Faculty from among its members;
- (vii) three persons to be appointed by the Chancellor;
- (viii) one Teacher of the Institute to be elected by the teachers of the Institute;
- (ix) the Director of the Institute who shall act as Secretary to the Board of Governors.

(2) Four members including the Chairman shall form the quorum for the meetings of the Board of Governors.

(3) The term of office of appointed, nominated and elected members shall be two years but they shall continue in office till their successors enter upon the office.

(4) The Board of Governors shall ordinarily meet at least once in three months and report their proceedings to the Syndicate.

Powers of the
Board of
Governors.

4. The Board of Governors shall have the following powers:

- (i) to consider the annual research and training programs and the budget estimates of the Institute prepared by the Director and to approve, reject or refer them back to the Director for such modifications as it may suggest;
- (ii) Subject to the provisions of Sections 5 and 8, to appoint teachers and officers of the Institute of the rank and scale of pay not below that of other teachers and officers of the University.
- (iii) to frame such rules and regulations as may be considered necessary for the proper organization and administration of the Institute and for the proper conduct of its examinations subject to the approval of the Syndicate:

Provided that the rules and regulations relating to examinations and other academic matters shall go to the Syndicate through the Academic Council;

- (iv) to create, subject to the approval of the Syndicate, administrative, academic, technical, ministerial or any other posts on a permanent basis and to abolish or suspend any of them as and when considered necessary:

Provided that the Board of Governors shall have the power to create posts on a temporary basis for conducting specific research projects, statistical field work projects, tabulation projects, data analysis and data processing projects undertaken by the Institute without the approval of the Syndicate.

Selection Board for
Appointment to
Teaching Posts.

5. (1) Appointment to teaching posts shall be made by the board of Governors on the recommendations of a Selection Board constituted for the purpose as follows:

- (a) For Professorships and Associate Professorships:
- (i) The Vice-Chancellor—Chairman;
 - (ii) one nominee of the Syndicate;
 - (iii) One nominee of the Board of Governors;
 - (iv) Two members to be nominated by the Chancellor;

- (v) Three experts, of whom at least one must be an external expert, to be nominated by the Chancellor.
- (b) For teaching posts other than Professorships and Associate Professorships:
 - (i) The Pro-Vice-Chancellor - Chairman;
 - (ii) One nominee of the Syndicate;
 - (iii) One nominee of the Board of Governors;
 - (iv) One expert to be nominated by the Syndicate;
 - (v) The Director of the Institute.
- (2) Four members including the Chairman shall form the quorum for meetings of the Selection Board.
- (3) The term of office of the nominated members shall be two years but they shall continue in office till their successors enter upon the office.
- (4) The Selection Board shall report to the Board of Governors which shall, if it accepts the recommendations of the Selection Board, make the appointment to the post accordingly.
- (5) If the Board of Governors does not accept the recommendations of the Selection Board it shall request the Syndicate to refer the case to the Chancellor, who will make such appointments as he thinks fit.
- (6) The Board of Governors, may, on the recommendation of the Selection Board and with the approval of the Syndicate, offer an eminently qualified person a Professorship in the Institute on such terms

and conditions as it may determine:

Provided that temporary appointments for a period not exceeding six months to post of teachers other than Professors and Associate Professors, may be made by the Vice-Chancellor on the recommendation of the Director of the Institute and shall be reported to the Board of Governors.

Increments &
Promotions.

6. Increments and promotions of teachers shall be given in recognition of achievements and shall not be granted automatically on the basis of seniority only.

Appointment of
Director.

7. (1) The Director of the Institute shall be appointed by the Vice-Chancellor for a term of three years, from among the teachers of the Institute not below the rank of Associate Professor, by rotation in order of seniority.

(2) The Director shall remain in charge of the Institute and shall be responsible for the overall management and supervision of the Institute.

(3) The Director shall be entitled to such allowances and privileges as may be determined by the Board of Governors.

(4) In case of a casual vacancy for less than 30 days due to the absence on leave of the Director, the Vice-Chancellor may place a teacher of the Institute in-charge of the office of the Director for the period of absence on leave of the Director. The teacher so placed in-charge shall perform only routine duties of the Director.

(5) If the casual vacancy is for 30 days or more, the Vice-Chancellor shall appoint a teacher as Acting Director for the period of absence on leave of the Director. The Acting Director shall have all the

powers of the Director.

Selection Board for
Appointment to non
teaching Posts.

8. Appointments to non-teaching posts shall be made by the Board of Governors, as follows:

(a) For posts not below the rank of Section Officers on the recommendation of a Selection Board constituted as follows :

(i) Pro-Vice-Chancellor — Chairman;

(ii) Registrar;

(iii) Two nominees of the Board of Governors;

(iv) The Director of the Institute.

(b) For posts below the rank of the Section Officer, on the recommendation of the Director of the Institute:

Provided that temporary appointment for a period not exceeding six months may be made by the Vice-Chancellor on the recommendation of the Director of the Institute and shall be reported to the Board of Governors.

Academic and
C&D Committees.

9. (1) The Institute shall have two Committees:

(a) Academic Committee consisting of all the teachers of the Institute, and

(b) Co-ordination and Development Committee consisting of one-third of the total number of the teachers of the Institute in order of seniority with a minimum number of three.

- (2) The Academic Committee shall deal with :
- (a) Admission of students;
 - (b) Syllabuses;
 - (c) Examinations;
 - (d) Teaching in the Institute;
 - (e) Co-curricular activities of the students in the Institute.

(3) The Co-ordination and Development Committee shall deal with:

- (a) Expansion of the Institute;
- (b) Appointment of teachers.

Explanation:

- (i) The Co-ordination and Development Committee shall be responsible for the improvement of the existing teaching and research facilities and for the planning of further development of the Institute.
- (ii) It shall periodically review the academic and research programs of the Institute and forward its recommendation to the Academic Committee for consideration and onward transmission to the relevant authorities.

- (iii) It shall have the right to recommend upgrading, confirmation and increments for teachers of the Institute in recognition of specific professional achievements.
- (iv) The creation of new posts in the Institute shall be initiated by this Committee.
- (v) The Director of the Institute shall place before this Committee all the applications received for any post in the Institute. The Committee shall scrutinise the applications and forward a statement indicating which of the applications satisfy the requirements and which do not.
- (vi) The University may not grant leave of absence to a teacher during term time for a period of more than three months without the recommendation of this Committee.
- (vii) Proposals for any ad-hoc appointment in the Institute shall be sent by the Director with the recommendation of this Committee.
- (viii) A member of the Committee shall withdraw from the meeting when the matters of his/her promotions, confirmation etc. are under discussion in the committee.