

*** The Twelfth Statutes of the University
Statutes Regarding the Institute of Health Economics**

1. The University of Dhaka shall establish an Institute of Health Economics as a constituent Institute with a separate Board of Governors.

Aims and objects.

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

- (a) to promote and provide facilities for post-graduate study and research in Health Economics;
- (b) to provide teaching, training and guidance in order to prepare candidates for the degrees of Master of Science (M. Sc.), Master of philosophy (M. Phil.) and Doctor of philosophy (Ph.D.) in Health Economics of the University;
- (c) to provide short term training course to the managers and officials of the Health sector, courses of further study for those already engaged in health sector, including short courses for top management, on-the-job training for health sector people, and a post-graduate Diploma program for graduates engaged in the health sector, business and economics related studies;
- (d) to promote and to provide for post-experience and Executive Development programs for top management and Senior Executives;
- (e) to provide consulting services and assistance as requested by the health sector community;
- (f) to conduct health sector survey and special field studies;

* (*Vide Senate dated 13.7.1999*)

- (g) to advise Government and Semi-Government Organizations on health sector problems:
- (h) to produce materials including audio-visual aids for health education:
- (i) to undertake research projects on health economics sponsored by public and private organizations independently or in collaboration with national or international organizations;
- (j) to publish health information both of fundamental and applied interest;
- (k) to organize Symposium, seminars and conferences in Health Economics to promote health research and to disseminate knowledge in Health Economics; and
- (l) to perform such other functions as will facilitate attainment of the objects of the Institute.

Constitution of
Board of
Governors

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

- (i) the Vice-Chancellor—Chairman;
- (ii) the Pro-Vice-Chancellor of the University;
- (iii) the Treasurer of the University;
- (iv) one nominee of the Syndicate from among its members;
- (v) one nominee of the Academic Council from among its members;
- (vi) the Chairman. Department of Economics, University of Dhaka;

- (vii) the Chairman, Department of Management, University of Dhaka;
- (viii) the Dean of the Faculty of Pharmacy, University of Dhaka;
- (ix) the Director, Institute of Business Administration, University of Dhaka;
- (x) the Secretary, Ministry of Health and Family Welfare or his nominee from the Ministry not below the rank of the Joint Secretary;
- (xi) the Director General of Health, Ministry of Health and Family Welfare;
- (xii) the Director, Bureau of Economics Research, University of Dhaka;
- (xiii) the Director, Institute of Nutrition and Food Sciences, University of Dhaka;
- (xiv) the Director of the Institute who shall work as the Secretary of the Board Governors; and
- (xv) One teacher of the Institute other than the Director to be nominated by the Academic Committee of the Institute from among themselves for a term of two years.

Term.

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

(3) Five members including the Chairman shall form the quorum for the meetings of the Board of Governors.

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

Powers of the
Board of
Governors.

(5) The Syndicate may delegate to the Board of Governors such academic, administrative and financial powers in respect of the Institute as may be necessary for its proper and efficient functioning including, in particular, the following powers :—

- (i) to consider the annual academic courses and programs and budget estimates of the Institute as prepared by the Director and to approve, reject or refer those back to the Director for such modifications as the Board of Governors may suggest;
- (ii) Subject to the provisions of the Sections 6 and 9, to appoint teachers and officers of the Institute at the rank and scale of pay not be below that of other teachers and officers of the University;
- (iii) to establish the Academic Board of the Institute;
- (iv) to frame such rules and regulations as may be considered necessary for the proper organization and administration of the Institute;
- (v) to frame rules and regulations, on the recommendation of the Academic Board of the Institute, relating to the Institute's courses, programs, examinations and other academic matters, subject to the approval of the Academic Council;

- (vi) to create, subject to the approval of the Syndicate, administrative, academic, technical, ministerial or 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 authority to create posts on a temporary basis for conducting specific projects of the Institute;

- (vii) to receive and accept any and all bequests, donations and other grants of funds from individuals or organizations and to use such funds for the benefit of the Institute, such activities being reported to the Syndicate ; and
- (viii) to do other things necessary for the advancement of the Institute and to report them to the Syndicate.

4. (1) The Academic Board of the Institute shall be established by the Board of Governors and shall consist of—

- (i) the Director of the Institute—Chairman;
- (ii) the Professors and Associate Professors of the Institute;
- (iii) Deans of the Faculty of Social Sciences, Business Studies and Pharmacy;
- (iv) the Chairmen of the Departments of Economics, Management, Pharmacy and Statistics;

- (v) the Directors of the Institute of Business Administration, Institute of Nutrition and Food Sciences, and Institute of Statistical Research and Training;
- (vi) two nominees of the Secretary, Ministry of Health and Family Welfare—
 - (a) one from Health Economics Unit
 - (b) one from planning cell of the Ministry
- (vii) two nominees of the Academic Committee of the Department of Economics, University of Dhaka;
- (viii) two nominees of the Vice-Chancellor, University of Dhaka from interdisciplinary studies.

(2) Half of the total number of members of the Academic Board shall form a quorum for its meetings.

(3) The term of office of the members of the nominated shall be two years but shall Continue in office till their successors enter upon the office.

Selection Board for Appointment to Teaching Posts.

5. (1) Appointment to teaching posts shall be made by the Board of Governors on the recommendation 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 Board of Governors;
 - (iii) one nominee of the Syndicate;

- (iv) two members 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) the Director of the Institute; and
 - (v) one expert to be nominated by the Syndicate.

(2) Four members including the Chairman shall form the quorum for the meeting of the Selection Board.

(3) The term of office of the nominated members of the Selection Board 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 do not accept the recommendation 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 the 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.

Selection Board for
Appointment of
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) the Pro-Vice Chancellor — Chairman;
 - (ii) the Registrar;
 - (iii) two nominees of the Board of Governors;
 - (iv) the Director of the Institute.
- (b) For posts below the rank of Section Officers 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, namely:

- (a) Academic Committee consisting of all the teachers of the Institute.
- (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; and
- (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; and
- (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 of the Institute.
- (ii) It shall periodically review the academic and research programs of the Institute and forward its observations 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 scrutinize 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) Proposal for any ad-hoc appointment in 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.

10. (1) The Institute of Health Economics and the twelfth Statutes are in force with effect from July 1998.

(2) All decisions regarding the Institute of Health Economics including appointments therein since July 1998 through the interim arrangement of a Management committee and the Syndicate are deemed to have been taken in accordance with the statutes and will be reported to the Board of Governors in its first meeting.