

VISVA-BHARATI
SANTINIKETAN

OFFICE ORDER

The undersigned is directed to convey that the Upacharya, subject to ratification by the Academic Council and Karma Samiti (Executive Council), has been pleased to approve the recommendation of the committee regarding guidelines for the appointment of Vice-Principal of the Bhavanas / Vibhagas in the University. (Copy enclosed)

This order has come into force w.e.f. August, 2019.

Earlier Office Order No. Estab/E-I/AOP & VP/ 2019-20 dated 06-04-2019 is treated as cancelled.

Memo. No. Estab/E-I/AOP&VP/2019-20
Date : 09-08-2019


Registrar (Acting)
Visva-Bharati

Copy forwarded for information & necessary action to :-

01. All Directors/All Principals of Bhavanas / Vibhagas
02. All Heads of Departments / Centers /Sections
03. Finance Officer / JFO / Joint Registrar (Accounts)/ IAO
04. Proctor & Chairman(HCM) / Dean & Deputy Dean of Students Welfare
05. Chief Medical Officer / Chief Security Officer / University Engineer
06. All Joint Registrars / All Deputy Registrars /All Assistant Registrars
07. Joint Registrar (Aca. & Res.) – for placing it in the next Academic Council Meeting
08. D.R.-C.S to Upacharya
09. Assistant Registrar (M)- for placing it for ratification of the E.C.
10. P.A. to Registrar
- ✓ 11. University Webmaster – Please upload it in the University Website.
12. Guard file

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Guidelines for appointment of Vice-Principal of the Bhavanas / Vibhagas of the University.

1.	The Vice-Principal shall be appointed by the Upacharya according to seniority as far as possible among the Professors and Associate Professors of the concerned Bhavana in consultation with the Principal of the Bhavanas / Vibhagas.
2.	The tenure of Vice-Principal may be restricted to 2(two) years. However, it may be renewed for another term of 2(two) years, if so desired by the Principal.
3.	The Vice-Principal will perform such work as will be assigned by the Principal of Bhavana concerned.
4.	The Vice-Principal of the concerned Bhavana will look after the day to day work in absence of Principal. However, when the Principal will be on long leave or abroad, the Upacharya may appoint an acting Principal for that period only according to seniority.
5.	The Vice-Principal of Patha Bhavana and Siksha Satra shall be appointed by the Upacharya according to the seniority of Assistant Lecturers of concerned Bhavanas.
6.	There may be utmost two Vice-Principals in the Bhavana / Vibhaga.
7.	No remuneration / allowance shall be given for appointment of Vice-Principal, as per rule.


7/9/19