

Implications of the guidelines of UGC for Faculty Grievance Redressal Committee (FGRC)

1. Constitution of University Faculty Grievance Redressal Committee (UFGRC)
2. Publication of information regarding ombudsperson and faculty grievance redressal committees on website and prospectus.
3. Publication of mechanism/procedure for redressal of grievances by ombudsperson and faculty grievance redressal committees.
4. Publication of consequences of non-compliance.
5. Monitoring of grievance related issues of faculties and ensuring the redressals in time bound manner.
6. Updating websites of university with the complete address and contact detail of nodal officers related to grievance redressal committee.

Faculty Grievance Redressal Committee and Measures

A. Formation of University Faculty Grievance Redressal Committee (UFGRC)

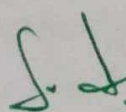
The UFGRC of the University is to be constituted as follows:

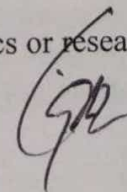
- a) A Senior Professor of the University – Chairperson;
- b) Human Resource Manager – Member;
- c) Two Heads of Department, to be nominated by the Vice-Chancellor – Members;
- d) One Professor of the University - Member;
- e) A representative from among faculty of the University to be nominated by the Vice Chancellor – Special Invitee.

- **Term of UFGRC:** The Chairperson, members and the special invitee shall have a term of two years.
- **Quorum for the meeting:** The quorum for the meeting, including the Chairperson, but excluding the special invitee, shall be three.
- In considering the grievances before it, the UFGRC shall follow principles of natural justice.
- The UFGRC shall send its report and recommendations, if any, to the Head of the department, relating to the grievance, with a copy thereof to the aggrieved faculty, within 15 days of the receipt of the grievance.
- Any faculty aggrieved by the decision of the University Faculty Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within in a period of fifteen days from the date of receipt of such decision.

B. Appointment, tenure, removal and conditions of services of Ombudsperson

- The University has one part-time functionary designated as Ombudsperson to hear, and decide on, appeals preferred against the decisions of the UFGRCs.
- The Ombudsperson appointed is a person of eminence in academics or research, who had been Vice-Chancellor of a University.


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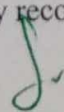
- The Ombudsperson is appointed for a period of three years or until he attains the age of 70 years, whichever is earlier, from the date of assuming office, and shall be eligible for reappointment for another one term.
- For conducting the hearings, the Ombudsperson is paid a sitting fee, per diem, in accordance with the norms fixed by the University Grants Commission, and in addition, eligible for reimbursement of the expenditure incurred on conveyance.
- The University may remove the Ombudsperson from office, on charges of proven misconduct or misbehavior as defined under these regulations.
- No order of removal of Ombudsperson is made except after an inquiry made in this regard by a person not below the rank of judge of the High Court in which a reasonable opportunity of being heard is given to the Ombudsperson.

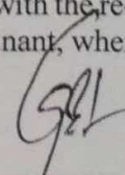
C. Functions of Ombudsperson

- The Ombudsperson shall hear appeals from an aggrieved faculty, only after the faculty has availed all other remedies provided under these regulations.
- The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved faculties.

D. Procedure for redressal of grievances by ombudspersons and faculty grievance redressal committees

- The University has an online portal where any aggrieved faculty may submit an application seeking redressal of grievance.
- On receipt of an online complaint, the complaint is referred to the appropriate Faculty Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint on the online portal.
- The Faculty Grievance Redressal Committee, fixes a date for hearing the complaint which shall be communicated to the institution and the aggrieved faculty.
- An aggrieved faculty may appear either in person or authorize a representative to present the case.
- Grievances not resolved by the University Faculty Grievance Redressal Committee are referred to the Ombudsperson, within the time period provided in these regulations.
- The University extend co-operation to the Ombudsperson or the Faculty Grievance Redressal Committee(s), as the case may be, in early redressal of grievances; and failure to do so may be reported by the Ombudsperson to the Commission, which shall take action in accordance with the provisions of these regulations.
- The Ombudsperson shall, after giving reasonable opportunities of being heard to both parties, on the conclusion of proceedings, pass such order, with reasons there for, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student.
- The University, as well as the aggrieved faculty, is provided with copies of the order under the signature of the Ombudsperson, and the University places it for general information on its website.
- The University comply with the recommendations of the Ombudsperson; and the Ombudsperson shall report to the Commission any failure on the part of the institution to comply with the recommendations.
- The Ombudsperson may recommend appropriate action against the complainant, where a complaint is

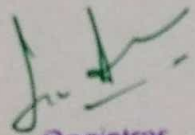
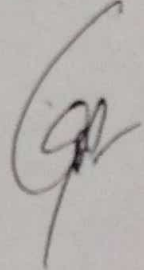
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found to be false or frivolous.

E. Information regarding ombudspersons and faculty grievance redressal committees

The University furnishes, prominently, on its website and in its prospectus, all relevant information in respect of the Faculty Grievance Redressal Committee(s) coming in its purview, and the Ombudsperson for the purpose of appeals.



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