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# **ANNEXURE**

# Annexure No. 1

GOVERNMENT OF MEGHALAYA  
EDUCATION DEPARTMENT

ORDERS BY THE GOVERNOR  
NOTIFICATION

Dated Shillong, the 28<sup>th</sup> June, 2021.

No.EDN-282/2014/210 :- In exercise of powers under section 1(2) of the North East Adventist University Act 2015 (Act 4 of 2019), Governor of Meghalaya is pleased to notify the coming into force of the aforesaid Act w.e.f.7<sup>th</sup> August, 2020.

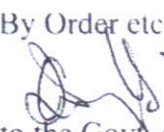
Sd/-  
(Shri A.Ch.Marak. IAS)  
Secretary to the Govt. of Meghalaya,  
Education Department.

Memo. No.EDN.282/2014/210-A  
Copy to:-

Dated Shillong, the 28<sup>th</sup> June, 2021.

1. The Commissioner & Secretary to the Governor of information of the Governor.
2. P.S. to Hon'ble Chief Minister for information of the Chief Minister.
3. P.S. to Hon'ble Chief Secretary for information of the Chief Secretary.
4. P.S. to Minister Education for information of the Minister.
5. The Director of Information & Public Relation, Shillong.
6. The Director of Higher & Technical Education, Meghalaya, Shillong.
7. The Director of Printing & Stationery for publication in the Gazette of Meghalaya.
8. The Education Director, North East India Union of Seventh Day Adventists Executive Committee and Local Co - ordinator of METAS in Meghalaya.
9. Web Administrator, O/o Director of Higher & Technical Education with a request to upload the notification in the website.
10. All Heads of Department.

  
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By Order etc.,  
  
Deputy Secretary to the Govt of Meghalaya  
Education Department.



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Shillong, Monday, April 29, 2019

9<sup>th</sup> Vaisakha, 1941 (S. E.)

**PART-IV**  
**GOVERNMENT OF MEGHALAYA**  
**LAW (B) DEPARTMENT**

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**NOTIFICATION**

The 29<sup>th</sup> April, 2019.

**No.LL(B).23/2015/280.** – The North East Adventist University Act, 2015 (Act No. 4 of 2019)  
is hereby published for general information.

**MEGHALAYA ACT NO. 4 OF 2019.**

*(As passed by the Meghalaya Legislative Assembly)*

*Received the assent of the Governor on the 29<sup>th</sup> April, 2019.*

*Published in the Gazette of Meghalaya Extra-Ordinary issue dated 29<sup>th</sup> April, 2019.*

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- (iv). "Affiliated College" means a college or an institution which is affiliated to the University;
- (v). "Annual Report" means the Annual report of the University prepared in accordance with Section 44 of the Act;
- (vi). "BCI" means the Bar Council of India established under Section 4 of the Advocates Act, 1961;
- (vii). "Board of Governors" means the Board of Governors of the University as explained in Section 20 of Act;
- (viii). "Board of Management" means the Board of Management of the University as explained in Section 21 of the Act;
- (ix). "Chancellor" means Chancellor of the University as explained in Section 13 of the Act;
- (x). "Chief Financial Officer" means Chief Financial Officer of the University as explained in Section 16 of the Act;
- (xi). "DCI" means the Dental Council of India established under section 3 of the Dentists Act, 1948;
- (xii). "DEC" means the Distance Education Council;
- (xiii). "Development Fund" means the Development Fund of the University established under Section 42 of the Act;
- (xiv). "Distance Education System" means the system of imparting education through any means of information technology and communication such as multimedia, broadcasting, telecasting, online over internet, portal, other interactive methods, e-mail, internet, computer, interactive talk-back, e-learning, correspondence course, seminar, contact programme or a combination of any two or more of such means;

  
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- (xv). "Endowment Fund" means Endowment Fund of the University established under Section 40 of the Act;
- (xvi). "Employee" means an employee appointed by the University; and includes teachers and other staff of the University or of a constituent college;
- (xvii). "Faculty" means faculty of the University;
- (xviii). "General Fund" means General Fund of the University as explained in Section 41 of the Act;
- (xix). "INC" means the Indian Nursing Council established under Section 3 of the Indian Nursing Council Act, 1947;
- (xx). "MCI" means the Medical Council of India established under Section 3 of the Indian Medical Council Act, 1956;
- (xxi). "NCTE" means the National Council for Teacher Education established under Section 3 of the National Council of Teacher Education Act, 1993;
- (xxii). "Off-campus Centre" means a centre of the University established by it outside the main campus within the State, operated and maintained as its constituent unit having the University's complement of facilities, faculty and staff;
- (xxiii). "Official Gazette" means the Gazette of Meghalaya;
- (xxiv). "PCI" means the Pharmacy Council of India established under Section 3 of the Pharmacy Act, 1948;
- (xxv). "Prescribed" means prescribed by the rules, regulations or statutes under the Act;
- (xxvi). "Principal" in relation to a constituent college means the Head of the constituent college and includes, where there is no Principal, the Vice-principal or any other person for the time being appointed to act as Principal;

  
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- (xxvii). "Regional Centre" means a centre established or maintained by the University for the purpose of coordinating and supervising the work of students or study centres, for rendering any assistance including training, conducting contact classes, and administering examinations required by the students or by the study centers, and for performing such other functions as may be conferred on such centres by the Board of Management;
- (xxviii). "Registrar" means Registrar of the University as explained in Section 15 of the Act;
- (xxix). "Rules & Regulations" means the Rules and Regulations of the University;
- (xxx). "Sponsor" means Medical Educational Trust Association Surat of Seventh-day Adventists;
- (xxxi). "State" means the State of Meghalaya;
- (xxxii). "State Government" means the State Government of Meghalaya;
- (xxxiii). "Statutes" means the Statutes of the University;
- (xxxiv). "Study Centre" means a centre established, maintained or recognized by the University for the purpose of advising, counseling or for rendering any other assistance including training, conducting contact classes and administering examinations required by the students;
- (xxxv). "Teacher" means a Professor, Associate Professor, Assistant Professor, Lecturer or such other person as may be appointed in conformity with the norms prescribed by the UGC for imparting instruction or conducting research in the University or in a constituent college or institution and includes the Principal of a constituent college or institution;
- (xxxvi). "UGC" means the University Grants Commission established under Section 4 of the University Grants Commission Act, 1956;

  
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- (xxxvii). "University" means the North East Adventist University established under the Act;
- (xxxviii). "Vice-Chancellor" means Vice-Chancellor of the University as explained in Section 14 of the Act;
- (xxxix). "Visitor" means the Visitor of the University as explained in Section 12 of the Act.

## CHAPTER 2

### The University and its Objectives


- Proposal for the establishment of the University
3. (1) The Sponsor shall have the right to establish the University in accordance with the provisions of this Act.
- (2) An application containing the proposal to establish a University shall be made to the State Government by the Sponsor.
- (3) The proposal may contain the following particulars, namely:
- (i). The objects of the University along with the details of the Sponsor;
  - (ii). The extent and status of the University and the availability of land;
  - (iii). The nature and type of programmes, courses of study and research to be undertaken in the University during a period of the next five years;
  - (iv). The nature of faculties, courses of study and research proposed to be started;
  - (v). The campus development plan such as buildings, equipment and structural amenities;
  - (vi). The phased outlays of capital expenditure for a period of the next five years;
  - (vii). The item-wise recurring expenditure, sources of finance and estimated expenditure for each student;

  
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- (viii). The scheme for mobilizing resources and the cost of capital thereto and the manner of repayments to each source;
- (ix). The scheme of generation of funds internally through the recovery of fee from students, revenues anticipated from consultancy and other activities relating to the objects of the University, and other anticipated incomes;
- (x). The details of expenditure on unit cost, the extent of concessions or rebates in fee, freeships and scholarships for students belonging to economically weaker sections, and the fee structure indicating varying rates of fee, if any, that would be levied from non-resident Indians and students of other nationalities;
- (xi). The history and credentials of the Sponsor including years of experience and expertise in the concerned discipline at the command of the Sponsor as well as its financial resources;
- (xii). The system for selection of students to the courses of study at the University;
- (xiii). Nature and types of partnerships and affiliations;
- (xiv). Such other conditions as may be required by the State Government to be fulfilled before the establishment of the University.

**Establishment 4.  
of the  
University**

- (1) Where the State Government, after such inquiry as it may deem necessary, is satisfied that the Sponsor has fulfilled the conditions specified in Sub-Section (2) of Section 3, it may direct the Sponsor to establish an Endowment Fund.
- (2) After the establishment of the Endowment Fund, the State Government may, by notification in the Official Gazette, accord sanction for establishment of the University.
- (3) The campuses of the University shall be at any place within the state of Meghalaya with its main campus situated at Thadlaskein, near Jowai in the Jaintia Hills of Meghalaya;

  
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and it may have campuses, regional centres, or study centres anywhere in the state.

- (4) The Chancellor, the Vice-Chancellor, members of the Board of Governors, members of the Board of Management and the Academic Council for the time being holding office as such in the University so established, shall constitute a body corporate and can sue and be sued in the name of the University.
- (5) On the establishment of the University under Sub-section (2), the land and other movable and immovable properties acquired, created, arranged or built by the University for the purpose of the University in the State of Meghalaya shall vest in the University.
- (6) The land, building and other properties acquired for the University shall not be used for any purpose, other than that for which the same is acquired.

**University not entitled to financial assistance**

5. The University shall be self-financing and shall neither make a demand nor shall be entitled to any grant in-aid or any other financial assistance from the State Government or any other body or corporation owned or controlled by the State Government.

**Constituent Colleges and Affiliated Colleges**

6. (1) The University may have Regional Centres, Off-campus Centres, and Study Centres within the State.

**Objectives of the University**

7. (1) The objectives for which the University is established are as follows:
  - (i). To provide instruction, teaching, training and research in various branches and specialized fields of Physical Sciences, Applied Sciences, Life Sciences, Health Sciences, Social Sciences, Bio-Technology, Information Technology, Engineering, Management, Commerce, Communication, Law, Humanities, Languages, Performing Arts and other allied areas, and to make provisions for vocational

  
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- education, skill development, advancement and dissemination of knowledge;
- (ii). To establish academic departments, centers, faculties and institutions of excellence to train professionals of high competence and commitment;
  - (iii). To set up university centers and campuses for interactive, distance, online and other modes of blended learning in a networked system of learning centres, using information and communication technologies within the State;
  - (iv). To collaborate with universities, colleges, educational and healthcare institutions, research institutions, industry and professional associations, government and voluntary organizations, in India or abroad to conceptualize, design and develop various specialized educational and research programmes, training programmes, twinning programmes and exchange programmes for students, faculty members and others which may be offered at its campus, regional centres, off campus centres and study centres within the State;
  - (v). To disseminate, knowledge through seminars, conferences, executive education programmes, community development programmes, publications and training programmes;
  - (vi). To undertake programmes for the training and development of faculty members and teachers of the University.
  - (vii). To impart instruction on a course or programme of study through one or more modes which may include distance, continuing, blended and regular modes of teaching and learning;
  - (viii). To undertake collaborative research with any organization in India and abroad;
  - (ix). To create higher levels of intellectual abilities;
  - (x). To provide consultancy to industry, Government, public and private organizations;
  - (xi). To create industry-academia partnerships;

  
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- (xii). To provide education and healthcare for underdeveloped regions, especially tribal areas and their people;
- (xiii). To advocate the need for and contribution of higher education as a valuable means to individual and societal development;
- (xiv). To assist students and graduates in planning, preparing and placing them in their careers;
- (xv). To develop innovative concepts and programmes in higher education;
- (xvi). To develop educational programmes that are flexible and responsive to changes in society;
- (xvii). To contribute to the development of a knowledge-based society;
- (xviii). To do all the things which are necessary or expedient to promote the above objectives;
- (xix). To pursue any other objectives as may be prescribed by the State Government or Sponsor.

**Power of the University**

8. (1) The University shall have the following powers, namely:
- (i). To establish, administer, maintain, manage the University, Regional Centres, Study Centres, Off-campus Centres, and Institutes of Research within the State as are considered necessary for the furtherance of the objects of the University within the regulations as prescribed by the UGC from time to time;
  - (ii). To make provisions to enable the University, Regional Centres, and Study Centres, to undertake specialization of studies and to organize common laboratories, libraries and other equipment for research work, and to develop patterns of teaching in undergraduate, post-graduate and super specialties so as to meet a very high standard of education, particularly in the fields of professional courses;

  
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- (iii). To launch any new programmes or courses which are in demand or suitable for the advancement of knowledge or societal development;
- (iv). To institute degrees, titles, diplomas, certificates and other academic distinctions;
- (v). To hold examinations, to grant and confer degrees, titles, diplomas, certificates and other academic distinctions on persons who shall have pursued and passed an approved course of study of the University subject to such conditions as the University may determine, and to withdraw any such degrees, titles, diplomas, certificates and other academic distinctions on good and sufficient cause;
- (vi). To confer honorary degrees or other distinctions under conditions prescribed;
- (vii). To approve colleges located within the State providing courses of study for admission to the examinations for titles, degrees, diplomas and certificates of the University under conditions prescribed and to withdraw such approval;
- (viii). To hold and manage funds and other properties of the University and to raise loans required for the purposes of the University;
- (ix). To fix fees and to demand and receive such fees and other charges as may be prescribed;
- (x). To establish and maintain halls and hostels and to recognize places of residence for the students of the University and to withdraw such recognitions accorded to any such places of residence;
- (xi). To supervise and control the places of residence for the students of the University and to regulate the discipline of the students of the University and to make arrangements for promoting their health;
- (xii). To establish within the State such special centers or

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- other units for research and instruction as are, in the opinion of University, necessary for the furtherance of its objects;
- (xiii). To create academic, technical, administrative, ministerial and other posts and to make appointments thereto;
- (xiv). To regulate and enforce discipline amongst the employees of the University and to take such disciplinary measures as may be deemed necessary;
- (xv). To institute professorships, associate professorships, assistant professorships, readerships, lecturerships, and any other teaching, academic or research posts as may be deemed necessary by the University; and to appoint duly qualified persons as professors, associate professors, assistant professors, readers, lecturers, or otherwise as teachers and researchers of the University;
- (xvi). To institute and award honorary doctorate, fellowships, scholarships, prizes and medals;
- (xvii). To provide for printing, reproduction and publication of research and other works and to organize exhibitions;
- (xviii). To cooperate with other organizations in the matter of education, training and research, particularly in the fields of professional courses for such purposes as may be agreed upon and on such terms and conditions as the University may from time to time determine;
- (xix). To co-operate with institutions of higher learning in any part of the world having objects wholly or partly similar to those of the University, by exchange of teachers and scholars and generally in such manner as may be conducive for furtherance of the objects of the University;

  
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- (xx). To regulate the expenditure and to manage the funds of the University;
- (xxi). To establish and maintain within the premises of the University or elsewhere within the State, such class rooms, study halls, etc. as the University may consider necessary and to adequately furnish the same;
- (xxii). To receive grants, subscriptions, donations and gifts for the purpose of the University consistent with the objects for which the University is established; to enter into agreements with the Central Government, State Government, the University Grants Commission or other authorities for the purposes of receiving any such grants and donations and to accept grants of money, securities or property of any kind on such terms and conditions as may be deemed expedient;
- (xxiii). To purchase, take on lease or accept as gift or otherwise any land or building or works which may be necessary or convenient for the purpose of the University and on such terms and conditions as it may think fit and proper and to construct or alter and maintain any such buildings or works;
- (xxiv). To execute conveyance, transfers, re-conveyances, mortgages, leases, licenses, and agreements in respect of property, movable or immovable, including Government securities belonging to the University and/or to acquire such property for the purpose of the University;
- (xxv). To raise and borrow money, including upon mortgaging properties, on promissory notes or on the basis of any other obligations whatsoever on any of the properties and assets of the University and upon such terms and conditions as the University may think fit; to pay out of the funds of the University all expenditure incidental to the raising of money; and to repay any money borrowed and to redeem any

  
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security given with respect to the property of the University;

- (xxvi). To invest the funds of the University or money entrusted to the University in any securities and in such manner as the University may deem fit and from time to time to transpose any such investment;
- (xxvii). To make such rules, regulations or statutes as may from time to time be considered necessary for regulating the affairs and management of the University and to later amend and to rescind them;
- (xxviii). To delegate all or any of the powers of the University to the Chancellor, the Vice-Chancellor or to any other officer of the University, or to any Committee or Sub-Committee thereof;
- (xxix). To do all such other acts and things as the University may consider necessary, conducive or instrumental to the attainment and enlargement of the objects of the University or anyone of them; and
- (xxx). Generally to do all such other acts and things as may be necessary or desirable to further the objects of the University.

University  
open to all  
classes,  
castes, creed,  
religion,  
language and  
gender

9. The University shall be open to all persons irrespective of class, creed, religion, language or gender.

Provided that nothing in this Section shall be deemed to prevent the University from making special provisions for admission to Seventh-day Adventist students or students of the State.

National  
Accreditation

10. The University will seek accreditation from respective national accreditation bodies.

  
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**CHAPTER 3**  
**Officers of the University**

**Officers of the University**

11. The following shall be the officers of the University:
- (1) The Chancellor;
  - (2) The Vice-Chancellor;
  - (3) The Registrar;
  - (4) The Chief Financial Officer; and
  - (5) Such other officers as may be declared by the Act of Statutes to be officers of the University.

**The Visitor**

12. (1) The Governor of the State of Meghalaya will be the Visitor of the University.
- (2) The Visitor shall when present, preside at the convocation of the University for conferring degrees, diplomas, charters, designations and certificates.
- (3) The Visitor shall have the following powers:
- (i). To call for any paper or information relating to the affairs of the University.
  - (ii). On the basis of the information received by the Visitor, if he is satisfied that any order, proceeding or decision taken by any authority of the University is not in conformity with the Act, Rules or Regulations, he may issue such directions as he may deem fit in the interest of the University and the directions so issued shall be complied with by all concerned.
  - (iii). Such other powers as may be conferred on him by this Act or the Statutes made there under.

**The Chancellor**

13. (1) The sponsor shall, with the prior approval of the Visitor, appoint a suitable person as the Chancellor of the University.

  
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- (2) The Chancellor so appointed shall hold office for a period of five years or for such shorter period as may be decided by the Sponsor. The Sponsor may extend the term of office of the Chancellor with the prior approval of the Visitor.
- (3) The Sponsor may, with the prior approval of the Visitor extend the term of the Chancellor for such further period(s) as the Sponsor may deem expedient.
- (4) The Chancellor shall be the head of the University and shall preside at the meeting of the Board of Governors.
- (5) The Chancellor shall, when the Visitor is not present, preside at the convocation of the University for conferring degrees, diplomas, charters, designations or certificates.
- (6) The Chancellor shall have the following powers:
  - (i). To call for any information or record;
  - (ii). To appoint/remove the Vice-Chancellor;
  - (iii). Such other power as may be conferred on him by this Act or the Statutes made there under.

**The Vice-  
Chancellor**

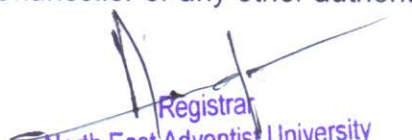
14. (1) The Vice-Chancellor shall be appointed by the Chancellor on such term and conditions as may be prescribed by the Statutes.
- (2) The Vice-Chancellor shall be appointed from a panel of three persons recommended by the Board of Governors and shall hold office for a term of four years or such shorter period as may be decided by the Board of Governors.
- (3) The Vice-Chancellor shall be eligible for re-appointment for another term not exceeding four years subject to restriction on age or such other condition as may be provided in this Act or the Statutes made there under.

  
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- (4) The Vice-Chancellor shall be the principal executive and academic officer of the University. He shall exercise general supervision and control over the affairs of the University and shall give effect to the decisions of the authorities of the University.
- (5) If in the opinion of the Vice-Chancellor it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under this Act, he may take such action as he deems necessary and shall at the earliest opportunity thereafter report his action to such officers or authority as would have in the ordinary course dealt with the matter.
- (i). Provided that if in the opinion of the concerned authority such action should not have been taken by the Vice-Chancellor, then such case shall be referred to the Chancellor whose decision thereon shall be final; and
- (ii). Provided further that where any such action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer within one month from that date on which such action is communicated to him, an appeal to the Board of Governors and the Board of Governors may confirm or modify or reverse the action taken by the Vice-Chancellor.
- (6) If in the opinion of the Vice-Chancellor any decision of the authority of the University is outside the power conferred by this Act, Statutes or is likely to be prejudicial to the interest of the University he shall request the concerned authority to revise its decision within the next seven days and in case the authority refuses to revise such decision wholly or partly or fails to take any decision within seven days, then such matter shall be referred to the Chancellor whose decision thereon shall be final.
- (7) The Vice-Chancellor shall exercise such other power and perform such other duties as may be laid down by the Statutes or the Rules.

  
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- (8) The Vice-Chancellor shall, in the absence of both the Visitor and the Chancellor, preside at the convocation of the University for conferring degrees, diplomas, charters, designations or certificates.
- (9) The Chancellor is empowered to remove the Vice-Chancellor after due enquiry. It will be open to the Chancellor to suspend the Vice-Chancellor during enquiry depending upon the seriousness of the charges, as he may deem fit.
- The Registrar** 15. (1) The Registrar shall be appointed by the Board of Governors in such manner as may be prescribed by the Statutes.
- (2) The Registrar shall have the power to enter into agreements, execute contracts, sign documents and authenticate records on behalf of the University.
- (3) The Registrar shall be responsible for the due custody of the records and the Common Seal of the University and shall be bound to place before the Chancellor, the Vice-Chancellor or any other authority all such information and documents as may be necessary for transaction of the University's business.
- (4) The Registrar shall exercise such powers and perform such duties as may be prescribed by the Statutes or as may be decided from time to time by the Board of Governors or the Board of Management.
- The Chief Financial Officer** 16. (1) The Chief Financial Officer shall be appointed by the Board of Governors in such manner as may be prescribed by the Statutes.
- (2) The Chief Financial Officer shall be responsible for the due custody of all financial records and for the financial transactions of the University, and shall be bound to place before the Board of Governors, Board of Management, Chancellor, Vice Chancellor or any other authority, all such

  
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information and documents as may be required for the transaction of the University's business.

- (3) The Chief Financial Officer shall exercise such powers and perform such duties as may be prescribed in the Statutes or as may be decided from time to time by the Board of Governors or the Board of Management.

**Deans of  
Faculties**

17. Deans of faculties shall be appointed by the Board of Management in such manner and shall exercise such powers and perform such duties as may be prescribed by the Statutes or as decided by the Board of Governors.

**Other Officers**

18. The manner of appointment, terms and conditions of service, and power and duties of the other officers of the University shall be such as may be prescribed by the Statutes or as decided by the Board of Governors.

**CHAPTER 4  
Authorities of the University**

**Authorities of  
the University**

19. The following shall be the authorities of the University, namely:
- (1) The Board of Governors;
  - (2) The Board of Management;
  - (3) The Academic Council;
  - (4) The Finance Committee;
  - (5) Such other authorities as may be declared by the Statutes to be the authorities of the University.

**The Board of  
Governors**

20. (1) The Board of Governors shall consist of the following:
- (i). The Chancellor;
  - (ii). The Vice-Chancellor;
  - (iii). The Registrar;

  
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- (iv). The Chief Financial Officer;
  - (v). Two representatives of the Sponsor;
  - (vi). One representative of the State Government;
  - (vii). An educationist of repute to be nominated by the State Government;
  - (viii). An eminent person of repute nominated by the Sponsor.
- (2) The Chancellor shall be the Chairperson of the Board of Governors and the Registrar shall be its Secretary. In the absence of the Registrar, the Chairperson may nominate one of the members to serve as Secretary, pro tem.
- (3) The Board of Governors shall be the supreme authority and principal governing body of the University and shall have the following powers:
- (i). To lay down policies to be pursued by the University;
  - (ii). To make new or additional Statutes and Rules or amend or repeal the earlier Statutes and Rules;
  - (iii). To approve the budget and annual report of the University;
  - (iv). To appoint the Auditors of the University;
  - (v). To approve proposals for submission to the State Government, governments of other states, Government of India, or governments of other countries;
  - (vi). To take such decisions and steps as are found desirable for effectively carrying out the objects of the University;
  - (vii). To review decisions of the other authorities of the University if they are found prima facie, not in conformity with the provisions of this Act, or the Statutes or the Rules;

  
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- (viii). To manage and administer revenues, properties, assets and liabilities of the University.
  - (ix). To conduct all administrative affairs of the University not otherwise specifically provided for.
  - (x). To fix the terms and conditions of appointment, remuneration and removal of the officers of the University.
  - (xi). To create teaching and academic positions and to determine the number, qualifications, cadres, pay scales and other emoluments of such positions.
  - (xii). To grant additional powers or otherwise modify the powers of various authorities, boards, councils, committees, etc. of the University.
  - (xiii). To decide about voluntary winding up of the University;
- (4) The Board of Governors shall meet at least twice in a calendar year at such time and place as the Chancellor may decide.

**The Board of Management**

21. (1) The Board of Management shall consist of:
- (i). The Vice-Chancellor;
  - (ii). The Registrar;
  - (iii). The Chief Financial Officer;
  - (iv). Two persons nominated by the Sponsor;
  - (v). A Dean of faculty/senior faculty member nominated by the Chancellor.
  - (vi). One representative to be nominated by the State Government.
- (2) The Vice-Chancellor shall be the Chairperson of the Board of management. In the absence of the Vice Chancellor, a person nominated by the Sponsor shall serve as the

  
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Chairperson. The Registrar shall be the Secretary. In the absence of the Registrar, the Chairperson may nominate one of the members to serve as Secretary, pro tem.

- (3) The Board of Management may meet as often as necessary, but not less than twice in a calendar year at such place and time as the Vice Chancellor may decide. Three persons including the Chairperson shall constitute the quorum for a duly convened meeting of the Board of Management.
- (4) The powers and functions of the Board of management shall be such as may be prescribed in the Statutes or as delegated to it by the Board of Governors.

**The Academic Council**

22. (1) The Academic Council shall consist of:
  - (i). The Vice-Chancellor;
  - (ii). The Registrar;
  - (iii). The Chief Financial Officer;
  - (iv). The Deans/heads of Faculties;
  - (v). Such other members as may be prescribed in the Statutes.
- (2) The Vice Chancellor shall be the Chairperson of the Academic Council and the Registrar shall be the Secretary. In the absence of the Vice Chancellor, the Registrar shall chair the meetings of the Academic Council. In the absence of the Registrar or where the Registrar chairs the meeting, the Chairperson may nominate one of the members to serve as Secretary, pro tem.
- (3) The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes and the Rules, co-ordinate and exercise general supervision over the academic policies of the University.

  
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**The Finance  
Committee**

23. (1) The Finance Committee shall consist of:
- (i). The Vice-Chancellor;
  - (ii). The Chief Financial Officer;
  - (iii). The Registrar;
  - (iv). One representative of the Sponsor;
  - (v). One faculty member nominated by the Chancellor.
- (2) The Vice Chancellor shall be Chairperson of the Finance Committee. In the absence of the Vice Chancellor, a person nominated by the Sponsor from among the members of the Committee shall serve as the Chairperson. The Chief Financial Officer shall be the Secretary. In the absence of the Chief Financial Officer, the Chairperson may nominate one of the members to serve as Secretary, pro tem.
- (3) The Finance Committee may meet as often as necessary, but not less than twice in a calendar year, at such place and time as the Vice Chancellor may decide. Three persons including the Chairperson shall constitute the quorum for a duly convened meeting of the Finance Committee.
- (4) The Finance Committee shall be the principal financial body of the University to take care of all financial matters and shall, subject to the provisions of the Act, the Statutes and Rules, co-ordinate and exercise general supervision over the financial affairs of the University.
- (5) The annual budgets, annual accounts and all major financial proposals shall be considered by the Finance Committee before they are submitted to the Board of Governors for their consideration and approval.
- (6) The powers and functions of the Finance Committee shall be such as may be prescribed in the Statutes or as delegated to it by the Board of Governors.

  
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- Other Authorities** 24. The constitution, powers and functions of other authorities of the University shall be such as may be prescribed in the Statutes.
- Proceedings not invalidated on account of vacancy** 25. No act or proceeding of any authority of the University shall be invalid merely by reason of the existence of any vacancy or defect in the constitution of the authority.

#### CHAPTER 5 Statutes and Rules

- Statutes** 26. Subject to the provisions of this Act, the Statutes may provide for any matter relating to the University as given below:
- (1) The constitution, powers and functions of the authorities and other bodies of the University as may be constituted from time to time and not specified in this Act;
  - (2) The operation of the endowment fund, the general fund and the development fund;
  - (3) The terms and conditions of appointment of the Vice-Chancellor, the Registrar, the Chief Financial Officer and their powers and functions;
  - (4) Creation of new authorities of the University;
  - (5) The mode of recruitment and the conditions of service of the other officers, teachers and employees of the University;
  - (6) The procedure for resolving disputes between the University and its officers, faculty members, employees and students;
  - (7) Creation, abolition or restructuring of departments and faculties;
  - (8) The manner of co-operation with other Universities or institutions of higher learning;
  - (9) Other matters which may be prescribed.

  
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- Framing of Statutes**
27. (1) The first Statutes framed by the Board of Governors shall be submitted to the State Government for its approval which may within three months from the date of receipt of the Statutes give its approval with or without modifications.
- (2) Where the State Government fails to take any decision with respect to the approval of the Statutes within the period specified under Sub-Section (1) it shall be deemed to have been approved by the State Government.
- Power to amend the Statutes**
28. The Board of Governors may with the prior approval of the State Government, make new or additional Statutes or amend or repeal the Statutes.
- Rules**
29. Subject to the provisions of this Act, the Rules may provide for all or any of the following matters:
- (1) Admission of students to the University and their enrolment and continuance as such;
  - (2) Courses of study to be laid down for all degrees, diplomas, certificates, charters and other academic distinctions of the University;
  - (3) Award of degrees, diplomas, charters, certificates and other academic distinctions of the University;
  - (4) Procedure for conferment of honorary degrees;
  - (5) Accounting policy and financial procedures;
  - (6) Fixation of tuition and other fees;
  - (7) Revision of fees;
  - (8) Institution of fellowships, scholarships, studentships, freeships, medals and prizes;
  - (9) Conditions of the award of fellowships, scholarships, studentships, medals and prizes;

  
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- (10) Conditions of service and discipline of employees and other staff;
- (11) Procedure for creation and abolition of posts;
- (12) Method of evaluation;
- (13) Conditions and mode of appointment and duties of examining bodies, examiners, invigilators, tabulators and moderators;
- (14) Conditions of residence of the students at the University or at a constituent college or affiliated college;
- (15) Maintenance of discipline among the students of the University or of a constituent college or affiliated college;
- (16) Other matters as may be provided in the Statutes and Rules under this Act.
- Framing of Rules** 30. (1) The Rules shall be made by the Board of Governors and the Rules so made shall be submitted to the State Government for its approval which may, within two months from the date of receipt of the Rules, give its approval with or without modification.
- (2) Where the State Government fails to take any decision with respect to the approval of the Rules within the period specified under sub-Section (1) it shall be deemed to have been approved by the State Government.
- Power to amend Rules** 31. The Board of Governors may, with the prior permission of the state Government, make new or additional Rules or amend or repeal the Rules.

## CHAPTER 6

### Miscellaneous

- Conditions of service of employees** 32. (1) Every employee shall be appointed under a written contract, which shall be kept in the University and a copy of which shall be furnished to the employee concerned.

  
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- (2) Disciplinary action against the employees shall be governed by procedure prescribed in the Rules.

- Right to appeal** 33. Every employee or student of the University or of a constituent college shall, notwithstanding anything contained in this Act, have a right to appeal within such time as may be prescribed, to the Board of Management against the decision of any officer or authority of the University or of the Principal of any college and thereupon the Board of Management may confirm, modify or change the decision appealed against.
- Provident fund, pension fund or gratuity fund** 34. The University shall constitute for the benefit of its employees provident fund, pension fund or gratuity fund, and provide for such insurance scheme as it may deem fit in such manner and subject to such conditions as may be prescribed.
- Disputes as to constitution of University authorities and bodies** 35. If any question arises as to whether any person has been duly elected or appointed as or is entitled to be a member of any authority or other body of the University, the matter shall be referred to the Chancellor whose decision thereon shall be final.
- Constitution of committees** 36. Any authority of the University mentioned in Section 19 shall be empowered to constitute a committee of such authority consisting of such members and having such powers as the authority may deem fit.
- Filling of casual vacancies** 37. Any casual vacancy among the members, other than ex-officio members of any Authority or body of the University shall be filled in the same manner in which the member whose vacancy is to be filled up was chosen, and the person filling the vacancy shall be a member of such authority or body for the residual period of the term for which the person whose place he fills would have been a member.

  
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- Protection of action taken in good faith 38. No suit or other legal proceedings shall lie against any officer or employee of the University for anything which is done in good faith or intended to be done in pursuance of the provisions of this Act, the Statutes or the Rules.
- Transitional provisions 39. Notwithstanding anything contained in any other provisions of this Act, the Statutes or Rules:
- (1) The members of the first Board of Governors shall hold office for a term not exceeding five years.
  - (2) The first Board of Management, the first Finance Committee, and the first Academic Council shall be constituted by the Chancellor for a term not exceeding five years.
  - (3) The first Vice-Chancellor, the first Registrar and the first Chief Financial Officer shall be appointed by the Chancellor and they shall hold office for a term not exceeding four years as the Chancellor may determine.
- Endowment Fund 40. (1) The University shall establish an Endowment Fund of at least Rupees two crores and paid in one installment and the amount is to be kept in the custody of the Director of Higher and Technical Education, Meghalaya, Shillong in the form of a FDR.
- (2) The University may transfer any amount from the general fund or the development fund to the endowment fund. Excepting in the event of dissolution of the University in no other circumstances can any monies be transferred from the endowment fund for other purposes.
  - (3) Not exceeding 75% of the income received from the endowment fund shall be used for the purposes of development works of the University. The remaining 25% shall be reinvested into the endowment fund.
- General Fund 41. (1) The University shall establish a General Fund to which the following amount shall be credited:

  
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- (i). All fees charged by the University;
  - (ii). All sums received from any other source;
  - (iii). All contributions made by the Sponsor;
  - (iv). All contributions or donations made in this behalf by any other person or body which are not prohibited by any law for the time being in force.
- (2) The funds credited to the General Fund shall be applied to meet the following payments:
- (i). Repayment of debts including interest charges incurred by the University for the purposes of this Act, the Statutes, and Rules made thereunder;
  - (ii). Upkeep of the assets of the University;
  - (iii). Payment of the cost of audit;
  - (iv). Meeting the expenses of any suit or proceedings to which University is a party;
  - (v). Payment of salaries and allowances of the officers and employees of the University, members of the teaching and research staff, and payment of any Provident Fund, contribution to pension, gratuity or other benefits to any such officers, employees, and members of the teaching and research staff;
  - (vi). Payment of traveling and other allowances of the members of the Board of Governors, Board of Management, Academic Council, Finance Committee, and other authorities so declared under the Statutes of the University and of the members of any committee or board appointed by any of the authorities of the University in pursuance of any provision of this Act, or the Statutes or the Rules made there under;
  - (vii). Payment of fellowship, scholarship, assistantship and other awards to students, research associates or trainees eligible for such awards under the Statutes or Rules of the University, or under the provisions of this Act;

  
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- (viii). Payment of any expenses incurred by the University in carrying out the provisions of this Act, and the Statutes or the Rules made there under;
- (ix). Payment of cost of capital not exceeding the prevailing bank rate of interest, incurred by the Sponsor for setting up the University and the investments made thereof;
- (x). Payment of charges and expenditure relating to the consultancy work undertaken by the University in pursuance of the provisions of this Act, the Statutes, and the Rules made there under;
- (xi). Payment of any other expenses including management fee payable to any organization charged with the responsibility of managing the University on behalf of the Sponsor as approved by the Board of Management to be an expense for the purposes of the University;
- (xii). Provided that no expenditure shall be incurred by the University in excess of the limits for total recurring expenditure and total non-recurring expenditure for the year as may be fixed by the Finance Committee or the Board of Governors without the previous approval of the Finance Committee or by the Board of Governors;
- (xiii). Provided further that the General Fund shall be applied for the objects specified under sub Section (2) with the approval of the Finance Committee of the University.

**Development Fund** 42.

- (1) The University shall also establish a Development Fund to which the following funds shall be credited:
  - (i). Development fees which may be charged to the students;
  - (ii). Sums received from any other source for the purposes of the development of the University;
  - (iii). Contributions made by the Sponsor;

  
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- (iv). Contributions or donations made in this behalf by any other person or body which are not prohibited by any law for the time being in force; and
- (v). Share of income received from the investment of endowment fund;
- (2) The funds credited to the Development Fund from time to time shall be utilized for the development of the University.
- Maintenance of Funds** 43. The funds established under Sections 41 and 42 shall, subject to the general supervision and control of the Board of Governors, be regulated and maintained in such manner as may be prescribed.
- Annual Report** 44. (1) The annual report of the University shall be prepared under the direction of the Board of Management and shall be submitted to the Board of Governors for its approval.
- (2) The Board of Governors shall consider the annual report and may approve the same with or without modification.
- (3) A copy of the annual report duly approved by the Board of Governors shall be sent to the Visitor and the State Government on or before December 31 following the close of the financial year on March 31 each year.
- Accounts and Audit** 45. (1) All funds accruing to or received by the University from whatever source and all amounts disbursed or paid shall be entered in the accounts maintained by the University.
- (2) The annual financial statements of the University consisting of the Income & Expenditure Account and Balance Sheet shall be prepared under the direction of the Finance Committee.
- (3) The annual financial statements of the University shall be audited every year by a chartered accountant, who is a member of the Institute of Chartered Accountants of India.
- (4) A copy of the annual financial statements together with the

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auditor's report shall be submitted to the Board of Governors on or before December 31 following the close of the financial year on March 31 each year.

- (5) The annual financial statements and the auditor's report shall be considered by the Board of Governors at its meeting and the Board of Governors shall forward the same to the Visitor and the State Government along with its observations thereon, if any, on or before December 31 each year.
- (6) In the event of any material qualifications in the Report of the Auditors, the State Government may issue directions to the University, and such directions shall be binding on the University.

**Mode of  
Proof of  
University  
Record**

46. A copy of any receipt, application, notice, order, proceeding or resolution of any authority or committee of the University or other documents in possession of the University or any entry in any register duly maintained by the University, if certified by the Registrar shall be received as prima facie evidence of such receipt, application, notice, order, proceeding, resolution or document or the existence of entry in the register and shall be admitted as evidence of the matters and transaction therein recorded where the original thereof would, if produced have been admissible in evidence.

**Dissolution of  
University**

47. (1) If the Sponsor proposes dissolution of the University in accordance with the law governing its constitution or incorporation, it shall give at least three months' notice in writing to the state Government.
- (2) On identification of mismanagement, mal-administration, indiscipline, failure in the accomplishment of the objects of the University, economic hardships in the management system of the University, or if the directions are not followed within such time as may be prescribed, the right to take decision for winding up of the University would vest in the State Government.
- (3) The manner of winding up of the University would be such

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as may be prescribed by the State Government in this behalf. Provided that no such action will be initiated without affording a reasonable opportunity to show cause to the Sponsor.

- (4) On receipt of the notice referred to in sub-Section (1) the State Government shall, in consultation with the UGC make such arrangements for administration of the University from the proposed date of dissolution of the University by the Sponsor and until the last batch of students in regular courses of study in the University complete their courses of study in such manner as may be prescribed by the Statutes.

Expenditure of the University during dissolution

48. (1) The expenditure for administration of the University during the period of taking over its management under Section 47 shall be met out of the endowment fund, the general fund or the development fund.
- (2) If the funds referred to sub-Section (1) are not sufficient to meet the expenditure of the University during the period of taking over its management, such expenditure may be met by disposing of the properties or assets of the University by the State Government.

Laying of Statutes and Rules

49. Every Statute or Rule made under this Act shall be laid as soon as may be after it is made on the table of the Legislative Assembly.

University Subject to Standards of UGC

50. Notwithstanding anything contained in this Act, the establishment, maintenance of standards and any other matter concerning this University including affiliation of colleges, constituent colleges, study center and regional centers shall be subject to the UGC (Establishment and Maintenance of Standards in Private University) Regulation, 2003 as amended from time to time and any other Regulation or direction as may be issued by the UGC from time to time.

The University will also fall within the purview of the Meghalaya Private Universities Regulatory Board.

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Removal of  
difficulties

51. (1) If any difficulty arises in giving effect to the provisions of this Act, the State Government may by a notification or order, make such provisions not inconsistent with the provisions of this Act, as appear to it to be necessary or expedient for removing the difficulty. Provided that no notification or order under sub-Section (1) shall be made after the expiration of a period of three years from the commencement of this Act.
- (2) Every order made under sub-Section (1) shall as soon as may be after it is made be laid before the State Legislature.

A. K. SANGMA,  
Additional Secretary to the Govt. of Meghalaya,  
Law Department.

  
Registrar  
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Khliehtyrshi, Thadlaskein, Meghalaya

# Annexure No. 2

S.No	Office	Designation	Nomination
1	Vice-Chancellor	Chairperson	Dr. Paul Baggein
2	Registrar	Member Secretary	Mr. Andrew Zimik
3	Chief Financial Officer	Member	Mr. Barnabas Sangma
4	Chancellor	Ex-Officio	Dr. Eliah David Srikakolli
5	Sponsoring Body Nominee	Member	Mr. Lapasam
6	Sponsoring Body Nominee	Member	Dr. R N Prabhudas
7	Dean of Faculty / Senior Faculty Member nominated by the Chancellor	Member	Mr.Lalrenga Colony
8	Chancellor Nominee	Member	Dr. Anil Kumar Ch.
9	Chancellor Nominee	Member	Dr. Aldrin B. Marak
10	Representative of the State Government	Member	Dr. B D Cajec

**Resolved**to approve the above-mentioned persons as the members of the Board of Management for NEAU.

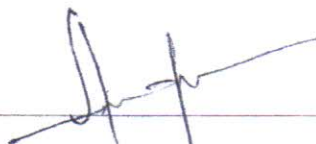
**09/01 BoG Dec-20:**Members of the Academic Council for the North East Adventist University – for approval.

The Academic Council of NEAU is proposed as per the structure and provision made under Section 22(1) of the North East Adventist University Act, with the following persons as its members:

S.No	Office	Designation	Nomination
1	Vice-Chancellor	Chairperson	Dr. Paul Baggein
2	Registrar	Member Secretary	Mr. Andrew Zimik
3	Chief Financial Officer	Member	Mr. Barnabas Sangma
4	Chancellor	Ex-Officio	Dr. Eliah David Srikakolli
5	Deans/Head of Faculties	Member	
6	Vice-Chancellor Nominee (Teacher)	Member	Dr. Jemima MarakSangma
7	Vice-Chancellor Nominee (Teacher)	Member	Dr. Mohan Rao N
8	Vice-Chancellor Nominee (Teacher)	Member	Mr. Joel. L.Marah



Chairperson, Prof. Eliah Srikakolli

Secretary, Mr. Andrew Zimik



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S.No	Office	Designation	Nominee
10	Vice-Chancellor Nominee (Faculty)	Member	Dr. Maireiwon
11	Chancellor Nominee (Expert)	Member	Dr. R N Prabhudas
12	Chancellor Nominee (Expert)	Member	Dr. SanjeevanArsud
13	Chancellor Nominee (Expert)	Member	Dr. Shelvin Sungo

Also, as per Section 22(3), the Academic Council shall be the principal academic body of the NEAU and shall, subject to the provisions of the act, the Statutes and the Rules, co-ordinate, and exercise general supervision over the academic policies of NEAU.


**Resolved** to approve the above-mentioned persons as the members of the Academic Council for NEAU.

**10/01 BoG Dec-20:** Members of the Finance Committee for the North East Adventist University – for approval.

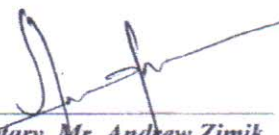
The Finance Committee of NEAU is proposed as per the structure and provision made under Section 23(1) of the North East Adventist University Act, with the following persons as its members:

S.No	Office	Designation	Nominee
1	Vice-Chancellor	Chairperson	Dr. Paul Baggein
2	Chief Financial Officer	Member Secretary	Mr. Barnabas Sangma
3	Registrar	Member	Mr. Andrew Zimik
4	Representative of the Sponsoring Body	Member, Sponsoring Body Nominee	Mr. Agnew H. Jacob
5	Faculty Member nominated by the Chancellor	Member	Mr. Daniela Sailo
6	Chancellor Nominee		Mr. Tiwari Gautham

**Resolved** to approve the above-mentioned persons as the members of the *finance committee* for NEAU.



Chairperson, Prof. Eliah Srikakoti

Secretary, Mr. Andrew Zimik

# Annexure No. 3

**05/01 BoG Dec-20: Fees for the Academic Year 2020-21 – for approval.**

As per the provision made under Section 8(ix) of the North East Adventist University Act, the university has proposed the following fee structure towards the respective study programs for the Academic Year 2020-21, and to collect the same from the students enrolled. The proposed fee structure is in Annexure -1.

**Resolved to** approve the proposed fee structure towards the respective study programs for the Academic year 2020-21 and to collect the same from the students.

**06/01 BoG Dec-20: Salary Structure for the Academic Year 2020-21 – for approval.**

As per the provision made under the Section 20(3)(x) of the North East Adventist University Act, the Chief Financial Officer of the university has proposed the salary structure for its employees for the Academic Year 2020-21. The proposed salary structure is in Annexure -2.

**Resolved to** approve the proposed salary structure towards its employees for the Academic year 2020-21 and to pay the same to the employees of NEAU.

**07/01 BoG Dec-20: Study Programs for the Academic Year 2020-21 with the curriculum –for approval.**

As per the provision made under Section 8(iii) of the North East Adventist University Act, the university has envisaged commencing the following programs for the Academic Year 2020-21:

- (i) Bachelor of Arts (B.A.) – English, Sociology, Political Science, History, Education, Economics.
- (ii) Bachelor of Commerce (B.Com.)
- (iii) Bachelor of Business Administration (B.B.A.)
- (iv) Bachelor of Computer Application (B.C.A)
- (v) Bachelor of Science – Mathematics (B.Sc. Maths)
- (vi) Bachelor of Science in Medical Laboratory Technology (BSc. MLT)
- (vii) Bachelor of Physiotherapy (B.P.T)
- (viii) Diploma in Elementary Education (Dip. El. Ed)

**Resolved to** approve the enlisted study programs to be offered for the Academic year 2020-21 with their curriculum for NEAU.

**08/01 BoG Dec-20: Members of the Board of Management for the North East Adventist University – for approval.**

The Board of Management of NEAU is proposed as per the structure and provision made under Section 21 of the North East Adventist University Act, with the following persons as its members:

  
Chairperson, Prof. Eliah Srikakolji



  
Secretary, Mr. Andrew Zimik

  
Registrar  
North East Adventist University  
Kheityrshi, Thadlaskein, Meghalaya

# Annexure No. 4

# NORTH EAST ADVENTIST UNIVERSITY

## SECOND BOARD OF EXAMINATIONS MEETING

Time: 10<sup>TH</sup> May, 2021

Place: VC's Office

**Chairman:** Dr Paul Bhaggien, Vice-chancellor

**Secretary:** Lalrenga Colney, Controller of Examinations

**Members present:** Dr Jemima Marak, Dr Maireiwon Zimik, Mr Joel Lalhmingthanga Marah,

**Invitees:** Dr Andrew Zimik, Mr Barnabas Sangma, Mr Hriilozii Archete

**Absentees:** Dr L F Lyngdoh, Dr Tengsrang A Marak

Opening prayer: Mr Joel Lalhmingthanga Marah

### 06/02/BOE – May – 2021: APPROVAL TO ADOPT ONLINE MODE OF EXAMINATION

Whereas the UGC in its letter No. D.O No. F.14-8/2021 (CPP-II) Dated 6<sup>th</sup> May 2021 requested all Higher Education Institutions to keep offline examination in abeyance during May 2021 due to Covid 19 pandemic;

It is voted to adopt online mode of examination for the first Semester-End Examination for all the MA programs.

### 07/02/BOE – May – 2021: APPROVAL OF MA FIRST SEMESTER-END EXAM ROUTINE

In as much as the NEAU is to adopt online mode of examination for the first Semester-End Examination

It is voted to approve the First Semester – End Examination Time Table starting from 24<sup>th</sup> to 28<sup>th</sup> May 2021. The time table is attach in the annexure no. 1.

### 08/02/BOE – May – 2021: APPROVAL TO ADOPT QUESTION BANK SYSTEM

Voted to adopt Question Bank System of question paper setting and the last date for teachers to submit the question bank to Examination department is 14<sup>th</sup> May, 2021.

### 09/02/BOE – May – 2021: APPROVAL OF EXAMINER.

In as much as the NEAU First Statutes and Rules 13.2 says that the NEAU shall subscribe to the concept of 'teacher-led' evaluation,

It is voted to approve the teacher of each course to be the examiner of the course they teach.

Closing prayer: Dr Maireiwon Zimik

  
Dr Paul Bhaggien  
Chairman



  
Lalrenga Colney  
Secretary

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**Cumulative Grade Point Average (CGPA) =  $\frac{\text{Sum of Credit Points awarded for entire programme}}{\text{Total credits for entire programme}}$**   
(Credit point = Grade point into credits)

**b. Assessment marks (for all papers, irrespective of the number of credits)**

- i. External – 60
- ii. Internal – 40
- Total - 100**

**c. Components and marks for Internal Assessment**

- i. Project/Term paper/Seminar 15 Marks
- ii. Reading Report/ Assignment 10 Marks
- iii. Class Test 10 Marks
- iv. Attendance for 75% and above 05 marks
- Total 40 marks**

**d. Calculation of Attendance mark:**

A student will have to obtain 75% attendance to write Semester-end Examination.  
After a student obtained 75% the attendance marks will be calculated as follows:

- a. 75% – 79 % - 1 mark
- b. 80 % – 84 % - 2 marks
- c. 85% – 89 % - 3 marks
- d. 90%– 94% - 4 marks
- e. 95% – 100% - 5 marks


**e. Pass marks in a subject:**

- i. 40 marks (Semester end exam + Practical + Internal Assessment)
- ii. 24 marks for Semester end exam
- iii. 16 marks for Internal Assessment.

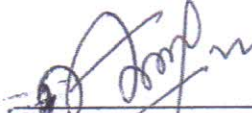
**18/05/BOE – September – 2021: APPROVAL TO ADOPT QUESTION SETTING SYSTEM**


Voted to approve to adopt Question setting system by appointing question setter to set 2 sets of question out of which Examination department will select one on lottery basis.

Meeting adjourned with prayer from Miss Ningshen.

  
Dr Paul Bhaggien  
Chairman



  
Lalrenga Colney  
Secretary

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# Annexure No. 5

# Fee Structure (UG) for 2021-2022

## Semester I

Sl	Programmes	Duration	New Admission Fee	Caution Deposit	Registration	Development Fee	Tuition Fee	Total Semester Fee	First Instalment	Second Instalment
1	BA (Community Health Education)	3 years	3,000	0	2,500	2,500	14,000	22,000	14,000	8,000
2	BA (Education)	3 years	3,000	0	2,500	2,500	14,000	22,000	14,000	8,000
3	BA (English)	3 years	3,000	0	2,500	2,500	14,000	22,000	14,000	8,000
4	BA (History)	3 years	3,000	0	2,500	2,500	14,000	22,000	14,000	8,000
5	BA (Political Science)	3 years	3,000	0	2,500	2,500	14,000	22,000	14,000	8,000
6	BA (Sociology)	3 years	3,000	0	2,500	2,500	14,000	22,000	14,000	8,000
7	BBA	3 years	3,000	5,000	2,500	2,500	17,000	30,000	18,000	12,000
8	B.Com	3 years	3,000	5,000	2,500	2,500	15,000	28,000	17,000	11,000
9	BPT	4 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
10	BSc (MLT)	4 years	3,000	5,000	2,500	2,500	30,000	43,000	24,500	18,500
11	BSc (Chemistry, Zoology, Botany)	3 years	3,000	5,000	2,500	2,500	20,000	33,000	19,500	13,500
13	BSc (Physics, Chemistry, Maths)	3 years	3,000	5,000	2,500	2,500	20,000	33,000	19,500	13,500
14	BSc (Physics, Maths, Computer Sc)	3 years	3,000	5,000	2,500	2,500	20,000	33,000	19,500	13,500

## Semesters II to VI

Sl	Programmes	Duration	Registration	Development Fee	Tuition Fee	Total Semester Fee	First Instalment	Second Instalment
1	BA (Community Health Education)	3 years	2,500	2,500	14,000	19,000	12,000	7,000
2	BA (Education)	3 years	2,500	2,500	14,000	19,000	12,000	7,000
3	BA (English)	3 years	2,500	2,500	14,000	19,000	12,000	7,000
4	BA (History)	3 years	2,500	2,500	14,000	19,000	12,000	7,000
5	BA (Political Science)	3 years	2,500	2,500	14,000	19,000	12,000	7,000
6	BA (Sociology)	3 years	2,500	2,500	14,000	19,000	12,000	7,000
7	BBA	3 years	2,500	2,500	17,000	22,000	13,500	8,500
8	B.Com	3 years	2,500	2,500	15,000	20,000	12,500	7,500
9	BPT	4 years	2,500	2,500	25,000	30,000	17,500	12,500
10	BSc (MLT)	4 years	2,500	2,500	30,000	35,000	20,000	15,000
11	BSc (Chemistry, Zoology, Botany)	3 years	2,500	2,500	20,000	25,000	15,000	10,000
13	BSc (Physics, Chemistry, Maths)	3 years	2,500	2,500	20,000	25,000	15,000	10,000
14	BSc (Physics, Maths, Computer Sc)	3 years	2,500	2,500	20,000	25,000	15,000	10,000

## Monthly Hostel & Boarding

Hostel Fee	750.00
Cafeteria (Mess)	2,500.00
<b>Total Hostel &amp; Cafeteria Fees per Month</b>	<b>3,250.00</b>


  
 Registrar  
 North East Adventist University  
 Kheriyashi, Thadlaskein, Meghalaya



NORTH EAST ADVENTIST UNIVERSITY  
 Fee Structure for Academic Year 2021-2022  
 Master of Arts (MA) Programme

SEMESTER I

Programmes	Duration	New Admission Fee	Caution Deposit	Registration	Development Fee	Tuition Fee	Total Semester Fee	First Instalment	Second Instalment
1 MA Education	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
2 MA English	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
3 MA History	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
4 MA Pol. Science	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
5 MA Sociology	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000

SEMESTER - II, III, & IV

Programmes	Duration	Registration	Development Fee	Tuition Fee	Total Semester Fee	First Instalment	Second Instalment
1 MA Education	2 years	2,500	2,500	25,000	30,000	15,000	15,000
2 MA English	2 years	2,500	2,500	25,000	30,000	12,500	17,500
3 MA History	2 years	2,500	2,500	25,000	30,000	12,000	18,000
4 MA Pol. Science	2 years	2,500	2,500	25,000	30,000	13,500	16,500
5 MA Sociology	2 years	2,500	2,500	25,000	30,000	17,500	12,500

BOARDING & HOSTEL

Cafeteria (Mess)	2,500
Hostel	1,200
<b>Total per month</b>	<b>3,700</b>

Note:

- Caution deposit is to be refunded on completion of the course
- Convocation fee of Rs.2,500 will be charged in the final year as additional fee
- Additional amount of Rs.5,000 will be charged for study tour in the year of undertaking the tour
- Admission fee includes charges for document verification process and prospectus
- The administration reserves the right to revise the fees



Registrar  
 North East Adventist University  
 Kheityrshi, Tadaskein, Meghalaya

# Annexure No. 6

## Annexure - 6

Dept.	Professor		Associate Professor		Assistant Professor	
	Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled
English	1	0	1	0	5	0
Education	1	0	1	0	5	0
History	1	0	1	0	5	0
Political Science	1	0	1	0	4	0
Sociology	1	0	1	0	5	0
Commerce & Management	1	0	1	0	4	0
Science	1	0	1	0	7	0
Allied Health	2	0	1	0	3	0
Total	9	0	9	0	38	0

Registrar  
North East Adventist University

Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# Annexure No. 7

# med

## RG Lyngdoh set for political comeback

By Our Reporter

SHILLONG, Sep 7: Former Home Minister, Robert G Lyngdoh has finally broken his silence on his comeback into politics, indicating that he is joining the Congress party shortly.

Revealing this here on Tuesday, Lyngdoh said that presently there is a lot of pressure for him to return to politics but since he has not been keeping well he has been focussing on his health and on recuperating.

Speaking to this reporter, Lyngdoh said, "I do have some health issues that I have to overcome first. Once this is done, I will take the required step."

When asked if he is returning to the Congress, Lyngdoh replied in the affirmative.

On speculations of his contesting the 2023 elections from South Shillong constituency, Lyngdoh said, "Let us see. One step at a time."

(Contd on P-4)

## Veteran politician passes away

From Our Correspondent

JOWAI, Sep 7: Veteran politician and former MLA of Mowkaiaw, Tbn. Mihsalan Suchiang breathed his last at his residence at Mukhap village in West Jaintia Hills on Tuesday morning. He was 79.

He was also a church elder of Mukhap Presbyterian Church.

Late Suchiang's son and UDP MLA, Nujorki Sunghoh said that the funeral would take place at 1 pm on Wednesday at the cemetery of Mukhap Presbyterian Church.

Late Suchiang had passed MA from Gauhati University in Assam before joining



politics.

He represented his constituency four times as MDC and thrice as MLA. At the time of his demise, he was serving as the UDP's state party adviser.

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(Contd on P-4)

## Studying at all'

who are studying online regularly is just 31 per cent in urban areas and 15 per cent in rural areas. Smartphones are often used by working adults, and may or may not be available to school children, especially the younger siblings (only nine per cent of all SCHOOL survey children had their own smartphones)," it explained.

Even among the underprivileged households, the figures were "much worse" for Dalit and Adivasi families than for others, be it for online education, regular study, or reading abilities, claimed the survey.

For instance, only "four per cent" of rural SC/ST children were studying online regularly, in comparison to 15 per cent among other rural children.

(Contd on P-4)



NORTH EAST ADVENTIST UNIVERSITY

Sponsored by Medical Educational Trust Association Surat of Seventh-day Adventists  
Established under the Meghalaya Act 2015 (Act No. 4 of 2019)  
UGC-LISTED STATE PRIVATE UNIVERSITY

### HOD & FACULTY REQUIRED

North East Adventist University is inviting applications from qualified and experienced individuals for immediate placement as full-time and part-time faculty members in various

- ECONOMICS
- EDUCATION
- ENGLISH
- HISTORY
- POLITICAL SCIENCE
- SOCIOLOGY
- NURSING
- BIO-CHEMISTRY
- PHYSICS
- CHEMISTRY
- ZOOLOGY
- BOTANY
- COMPUTER SCIENCE
- MANAGEMENT
- COMMERCE
- PSYCHOLOGY
- MATHEMATICS
- MEDICAL LABORATORY TECHNOLOGY
- PHYSIOTHERAPY
- MEDICAL ANATOMY
- MEDICAL PHYSIOLOGY
- MICROBIOLOGY
- NUTRITION

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9436118467 / 9436961693

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HURRY! APPLY NOW! SEND YOUR CV AND SUPPORTING DOCUMENTS TO:

cfo@neauniversity.in

Registrar  
North East Adventist University  
Khliehtshi, Thadlaskein, Meghalaya

# Annexure No. 8

**02/01 BoM\_Dec-20:** The constitution of the Selection Committee for-information/approval.

As per the provision made under Statue 6, Sub-section 6.10.1 of the *First Statutes and Rules* of North East Adventist University, the Board of Management is empowered to constitute a selection committee comprising of:

Sl. No.	Name	Designation
1	Dr. Paul Bhaggien	Vice-Chancellor (Chairman)
2	Dr. Andrew Zimik	Registrar (Secretary)
3	Suitable Person to be selected	Dean of respective faculty
4	Suitable Person to be selected	HoD of respective department
5	Prof. Anil Kumar Chillimuntha	Subject Expert in Management
6	Dr. Jemima Marak	Subject Expert in Sociology
7	Dr. Iengskhem Rynghi Synniang	Subject Expert in Political Science

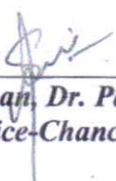
**Resolved** to approve the above mentioned persons as the Selected Committee members of the Board of Management.

**03/01 BoM\_Dec-20:** To authorize the Selection Committee to search for prospective individuals for the position of Dean/HoD.

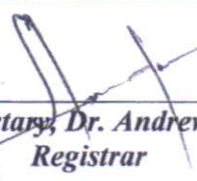
As per the provision made under Statue 5, Sub-section 5.1.1 of the *First Statutes and Rules* of North East Adventist University, the Board of Management is empowered to appoint the deans/HoD of the faculties of the university.

**Resolved** to approve the Selection Committee to search for prospective individuals for the position of Dean/HoD for the following Faculty.

Sl. No.	Faculty	Designation	Nomination
1	Arts and Humanities	Dean/HoD	Suitable person to be appointed
2	Management and Commerce	Dean/HoD	Suitable person to be appointed
3	Sciences	Dean/HoD	Suitable person to be appointed

  
**Chairman, Dr. Paul Bhaggien**  
Vice-Chancellor



  
**Secretary, Dr. Andrew Zimik**  
Registrar

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# Annexure No. 9



OFFICE OF THE DIRECTOR OF HIGHER & TECHNICAL EDUCATION  
MEGHALAYA::::::: SHILLONG

No: DHTE/ACCTT/MISC/20/2020/11

Dated Shillong the 4<sup>th</sup> August 2020.

From: Smti A.Ali,  
Jt. Director of Higher Technical Education(T)  
Meghalaya.


To: Dr. Jemima M. Marak  
Education Director, North East India Union of Seventh Day Adventists.  
Executive Committee and Local Coordinator  
Thadlaskein, Jowai

Subject: Deposit of Endowment fund for establishment North East Adventist University.

Madam,

With reference to the subject mentioned above and under the authority of the Govt. letter No. EDN.282/2014/173 Dt 22.07.2020 and as per Para 7(1) and 7 (2) of Meghalaya Private Universities (Regulation of Establishment and Maintenance of Standards) Act, 2019 the undersigned is pleased to acknowledge receipt of a Demand Draft amounting to Rs.2.Crore (Rupees two Crore only) bearing No 432918. Dt.28-07-2020 received from the addressee towards the endowment fund for establishment of North East Adventist University at Thadlaskein, Meghalaya

Yours faithfully,

  
Jt. Director of Higher & Technical Education (T)  
Meghalaya::::::: Shillong

Memo No: DHTE/ACCTT/MISC/20/2020/11-A  
Copy forwarded to:-

Dated Shillong the 4<sup>th</sup> August 2020.

1. The Joint Secretary to the Government of Meghalaya, Education Department, Shillong for information.

  
Jt. Director of Higher & Technical Education (T)  
Meghalaya::::::: Shillong

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# Annexure No. 10

**MINUTES OF THE FIRST BOARD OF GOVERNORS,  
NORTH EAST ADVENTIST UNIVERSITY  
THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**



**NORTH EAST ADVENTIST  
UNIVERSITY**

**MINUTES OF THE  
FIRST MEETING OF  
THE BOARD OF GOVERNORS**

**Via Video Conferencing  
on  
DECEMBER 14, 2020 AT 3 P.M.**

North East Adventist University, Thadlaskein, West Jaintia Hills, Meghalaya - 793 151


*Registrar*  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

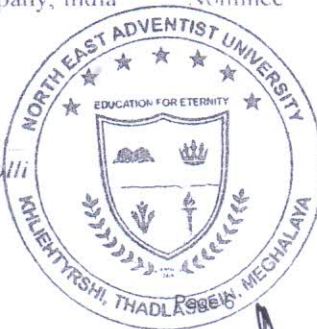
**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**  
First Meeting of the Board of Governors

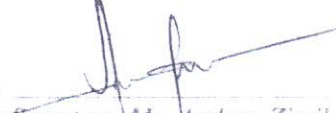
Venue: Video Conference (Zoom Meeting)  
Date: December 14, 2020

Time: 3:00 p.m.

S. No.	Name of the Member	Designation	Signature of the Member
1	Dr. Eliah David Srikakolli Chancellor, NEAU	Chairperson	
2	Mr. Andrew Zimik Registrar, NEAU	Member Secretary	
3	Dr. Paul Baggein Vice-Chancellor, NEAU	Member	
4	Mr. Barnabas Sangma Chief Financial Officer, NEAU	Member	
5	Mr. EzrasLakra President, Southern Asia Division of SDA, Hosur, Tamil Nadu	Member, Sponsoring Body Nominee	
6	Dr. M Wilson Executive Secretary, Southern Asia Division, Hosur, Tamil Nadu	Member, Sponsoring Body Nominee	
7	Mr. Selvin Moorthy Chief Financial Officer, Southern Asia Division, Hosur, Tamil Nadu	Member, Sponsoring Body Nominee	
8	Shri. S Bhattacharjee Joint Director of Higher & Technical Education, Meghalaya, Shillong	Member, State Government Representative	
9	Prof. L. S. Ghassah Rtd. Professor, Political Science NEHU, Shillong, Meghalaya	Member, Educationist, State Government Representative	
10	Dr. R N Prabhudas Education Director, Southern Asia Division, Hosur, Tamil Nadu	Member, Chancellor Nominee	
11	Mr. Barnabas Zimik President, North East India Union of SDA, Shillong, Meghalaya	Member, Chancellor Nominee	
12	Mr. R P Blah Rtd. Deputy General Manager, Oriental Insurance Company, India	Member, Chancellor Nominee	

  
Chairperson, Prof. Eliah Srikakolli



  
Secretary, Mr. Andrew Zimik

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)  
THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**

**FIRST MEETING OF THE BOARD OF GOVERNORS**

Venue: Video Conferencing (Zoom Meeting)  
On 14<sup>th</sup> December 2020 (Monday) at 03:00 PM

**MINUTES**

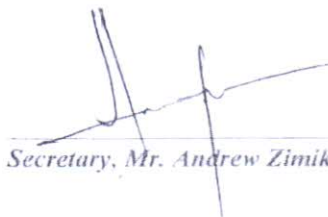
Item No.	Description of the Item	Pg. No.
01/01 BoG_Dec-20	Call the Board of Governors to order – for information	5
02/01 BoG_Dec-20	First Statutes & Rules – for information/approval	5
03/01 BoG_Dec-20	Appointment of the Auditor – for approval	5
04/01 BoG_Dec-20	Budget for Academic Year 2020-21 – for approval	5
05/01 BoG_Dec-20	Salary Structure for the Academic Year 2020-21 – for approval	6
06/01 BoG_Dec-20	Fees for the Academic Year 2020-21 – for approval	6
07/01 BoG_Dec-20	Degree Programs for the Academic Year 2020-21 with the curriculum – for approval	6
08/01 BoG_Dec-20	Members of the Board of Management – for approval	7
09/01 BoG_Dec-20	Members of the Academic Council – for approval	7
10/01 BoG_Dec-20	Members of the Finance Committee – for approval	8



Chairperson, Prof. Eliah Srikakolli



Page 7



Secretary, Mr. Andrew Zimik

Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**01/01 BoG Dec-20:** Call the Board of Governors to Order and to declare that a quorum is present:

The Notice for the Board of Governors was circulated to all the members of the Board of Governors by email on 11-12-2020, intimating the meeting to be scheduled on 14-12-2020 at 03:00 p.m. via video conferencing (Zoom Meeting platform)

**Resolved** to call the Board of Governors to order and declare that a quorum is present.

**02/01 BoG Dec-20:** First Statutes and Rules of the North East Adventist University – for information/approval.

As per the provision made under Section 20 Sub-section 3 (ii) of the North East Adventist University Act, the Board of Governors has the authority to make new or additional Statutes and Rules or amend or repeal the earlier Statutes and Rules.

The First Statutes and the First Rules are framed as per the guidelines given in Section 26(1-9) and Section 29(1-16) of the North East Adventist University Act.

The First Statutes and First Rules are to be submitted to the state government for its approval as per Sections 27(1) & 30(1).

**Resolved** to approve the First Statutes and Rules of NEAU for submission to the Government of Meghalaya for its approval.

**03/01 BoG Dec-20:** Appointment of the Auditor – for Approval.


As per the provision made under Section 20(3)(iv) of the North East Adventist University Act, the Board of Governors shall appoint the auditor of the university. As Kansariwala&Chevli, Chartered Accounts are the auditors of the Sponsoring Body, i.e., Medical Educational Trust Association Surat of Seventh-day Adventists, it is therefore recommended to appoint their services for the audit purposes of NEAU, as the financial statements of the Sponsoring Body can efficiently and accurately consolidate its annual financial statements.

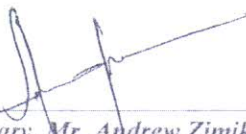
**Resolved** to approve Kansariwala&Chevli, Chartered Accounts as the auditor of NEAU.

**04/01 BoG Dec-20:** Budget for the Academic Year 2020-21 – for approval.

As per the provision made under the Section 20(3)(iii) of the North East Adventist University Act, the Chief Financial Officer of the university has proposed the budget for the Academic Year 2020-21. The proposed budget is in Annexure -3.

**Resolved** to approve the proposed budget for the Academic year 2020-21.

  
Chairperson, Prof. Eliah Srikakolli

  
Secretary, Mr. Andrew Zimik

**05/01 BoG Dec-20:** Fees for the Academic Year 2020-21 – for approval.

As per the provision made under Section 8(ix) of the North East Adventist University Act, the university has proposed the following fee structure towards the respective study programs for the Academic Year 2020-21, and to collect the same from the students enrolled. The proposed fee structure is in Annexure -1.

*Resolved* to approve the proposed fee structure towards the respective study programs for the Academic year 2020-21 and to collect the same from the students.

**06/01 BoG Dec-20:** Salary Structure for the Academic Year 2020-21 – for approval.

As per the provision made under the Section 20(3)(x) of the North East Adventist University Act, the Chief Financial Officer of the university has proposed the salary structure for its employees for the Academic Year 2020-21. The proposed salary structure is in Annexure -2.

*Resolved* to approve the proposed salary structure towards its employees for the Academic year 2020-21 and to pay the same to the employees of NEAU.

**07/01 BoG Dec-20:** Study Programs for the Academic Year 2020-21 with the curriculum – for approval.

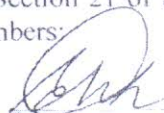
As per the provision made under Section 8(iii) of the North East Adventist University Act, the university has envisaged commencing the following programs for the Academic Year 2020-21:

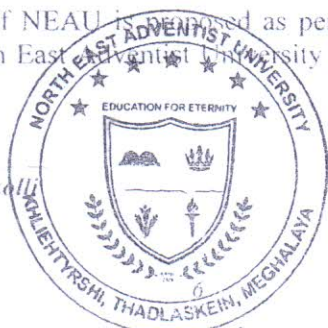
- (i) Bachelor of Arts (B.A.) – English, Sociology, Political Science, History, Education, Economics.
- (ii) Bachelor of Commerce (B.Com.)
- (iii) Bachelor of Business Administration (B.B.A.)
- (iv) Bachelor of Computer Application (B.C.A)
- (v) Bachelor of Science – Mathematics (B.Sc. Maths)
- (vi) Bachelor of Science in Medical Laboratory Technology (BSc. MLT)
- (vii) Bachelor of Physiotherapy (B.P.T)
- (viii) Diploma in Elementary Education (Dip. El. Ed)

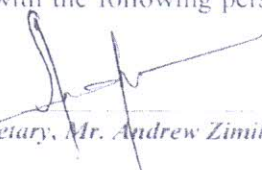
*Resolved* to approve the enlisted study programs to be offered for the Academic year 2020-21 with their curriculum for NEAU.

**08/01 BoG Dec-20:** Members of the Board of Management for the North East Adventist University – for approval.

The Board of Management of NEAU is proposed as per the structure and provision made under Section 21 of the North East Adventist University Act, with the following persons as its members:

  
Chairperson, Prof. Eliah Srikakolli



  
Secretary, Mr. Andrew Zimik

1	Vice-Chancellor	Chairperson	Dr. Paul Baggein
2	Registrar	Member Secretary	Mr. Andrew Zimik
3	Chief Financial Officer	Member	Mr. Barnabas Sangma
4	Chancellor	Ex-Officio	Dr. Eliah David Srikakolli
5	Sponsoring Body Nominee	Member	Mr. Lapasam
6	Sponsoring Body Nominee	Member	Dr. R N Prabhudas
7	Dean of Faculty / Senior Faculty Member nominated by the Chancellor	Member	Mr. Lalrenga Colony
8	Chancellor Nominee	Member	Dr. Anil Kumar Ch.
9	Chancellor Nominee	Member	Dr. Aldrin B. Marak
10	Representative of the State Government	Member	Dr. B D Cajee

**Resolved** to approve the above-mentioned persons as the members of the Board of Management for NEAU.

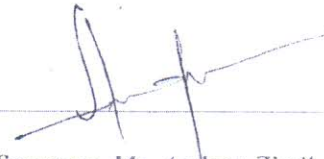
**09/01 BoG Dec-20:** Members of the Academic Council for the North East Adventist University – for approval.

The Academic Council of NEAU is proposed as per the structure and provision made under Section 22(1) of the North East Adventist University Act, with the following persons as its members:

1	Vice-Chancellor	Chairperson	Dr. Paul Baggein
2	Registrar	Member Secretary	Mr. Andrew Zimik
3	Chief Financial Officer	Member	Mr. Barnabas Sangma
4	Chancellor	Ex-Officio	Dr. Eliah David Srikakolli
5	Deans/Head of Faculties	Member	
6	Vice-Chancellor Nominee (Teacher)	Member	Dr. Jemima Marak Sangma
7	Vice-Chancellor Nominee (Teacher)	Member	Dr. Mohan Rao N
8	Vice-Chancellor Nominee (Teacher)	Member	Mr. Joel. L. Marah



Chairperson, Prof. Eliah Srikakolli



Secretary, Mr. Andrew Zimik



10	Vice-Chancellor Nominee (Faculty)	Member	Dr. Maireiwon
11	Chancellor Nominee (Expert)	Member	Dr. R N Prabhudas
12	Chancellor Nominee (Expert)	Member	Dr. SanjeevanArsud
13	Chancellor Nominee (Expert)	Member	Dr. Shelvin Sungo

Also, as per Section 22(3), the Academic Council shall be the principal academic body of the NEAU and shall, subject to the provisions of the act, the Statutes and the Rules, co-ordinate, and exercise general supervision over the academic policies of NEAU.

**Resolved** to approve the above-mentioned persons as the members of the Academic Council for NEAU.

**10/01 BoG Dec-20:** Members of the Finance Committee for the North East Adventist University – for approval.

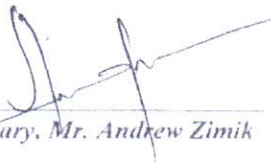
The Finance Committee of NEAU is proposed as per the structure and provision made under Section 23(1) of the North East Adventist University Act, with the following persons as its members:

S.No.	Office	Post	Name
1	Vice-Chancellor	Chairperson	Dr. Paul Baggein
2	Chief Financial Officer	Member Secretary	Mr. Barnabas Sangma
3	Registrar	Member	Mr. Andrew Zimik
4	Representative of the Sponsoring Body	Member, Sponsoring Body Nominee	Mr. Agnew H. Jacob
5	Faculty Member nominated by the Chancellor	Member	Mr. Daniela Sailo
6	Chancellor Nominee		Mr. Tiwari Gautham

**Resolved** to approve the above-mentioned persons as the members of the *finance committee* for NEAU.

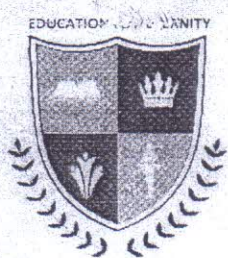


Chairperson, Prof. Eliah Srikaka



Secretary, Mr. Andrew Zimik

**MINUTES OF THE SECOND BOARD OF GOVERNORS,  
NORTH EAST ADVENTIST UNIVERSITY  
THADLASKEIN, WEST JAINTIA HILLS,  
MEGHALAYA**



**NORTH EAST ADVENTIST  
UNIVERSITY**

**MINUTES OF THE  
SECOND MEETING OF  
THE BOARD OF GOVERNORS**

**Via Video Conferencing  
On  
APRIL 12, 2021 AT 11 A.M.**

North East Adventist University, Thadlaskein West Jaintia Hills Meghalaya – 793151



1 Registrar  
North East Adventist University  
Khlieyshi, Thadlaskein, Meghalaya

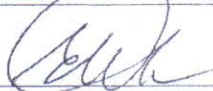
**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**  
Second Meeting of the Board of Governors


Venue: Video Conference (Zoom Meeting)

Date: April 12, 2021

Time: 11:00 a.m.

S. No	Name of the Member	Designation	Signature of the Member
1	Dr. Eliah David Srikakolli Chancellor, NEAU	Chairperson	
2	Dr. Andrew Zimik Registrar, NEAU	Member Secretary	
3	Dr. Paul Bhaggien Vice-Chancellor, NEAU	Member	
4	Mr. Barnabas Sangma Chief Financial Officer, NEAU	Member	
5	Mr. Ezras Lakra President, Southern Asia Division of SDA, Hosur, Tamil Nadu	Member Sponsoring Body Nominee	
6	Dr. M Wilson Executive Secretary, Southern Asia Division, Hosur, Tamil Nadu	Member Sponsoring Body Nominee	
7	Mr. Selvin Moorthy Chief Financial Officer, Southern Asia Division, Hosur, Tamil Nadu	Member Sponsoring Body Nominee	
8	Shri. S Bhattacharjee Joint Director of Higher & Technical Education, Meghalaya, Shillong	Member, State Government Representative	
9	Prof. L.S. Ghassah Rtd. Professor, Political Science NEHU, Shillong, Meghalaya	Member, Educationist, State Government Representative	
10	Dr. R N Prabhudas Education Director, Southern Asia Division, Hosur, Tamil Nadu	Member, Chancellor Nominee	
11	Mr. Barnabas Zimik President, North East India Union of SDA, Shillong, Meghalaya	Member, Chancellor Nominee	
12	Mr. R P Blah Rtd. Deputy General Manager, Oriental Insurance Company, India	Member Chancellor Nominee	

  
Chairman, Prof. Eliah David Srikakolli  
Chancellor

  
Secretary, Dr. Andrew Zimik  
Registrar



Registrar  
North East Adventist University  
Kheityrshi, Thadlaskein, Meghalaya

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA

**SECOND MEETING OF THE BOARD OF GOVERNORS**

**Venue: Video Conferencing (Zoom Meeting)**  
**On 12<sup>th</sup> April 2021 (Monday) at 11:00 AM**

**MINUTES**

<b>Item No.</b>	<b>Description of the Item</b>	<b>Pg. No.</b>
01/01 BoG_April-21	Call the Board of Governors to order	5
02/01 BoG_April-21	Notification of the Second Board of Governors, North East Adventist University (NEAU)— <b>for approval</b>	5
03/01 BoG_April-21	Minute of the First Board of Governors— <b>for approval</b>	5
04/01 BoG_April-21	Fees for the Academic Year 2020-21— <b>for approval</b>	5
05/01 BoG_April-21	Fees for the Academic Year 2021-22— <b>for approval</b>	6
06/01 BoG_April-21	Operating Budget for the financial year 2021-22— <b>for approval</b>	6

Chairman, Prof. Eliah David Srikakoti  
Chancellor



Secretary, Dr. Andrew Zimik  
Registrar

**Opening Prayer:** Dr. M Wilson

**01/01 BoG April-21:** Call the Board of Governors to order and to declare that a quorum is present:

**Resolved** to call the Board of Governors to order and declare that a quorum is present.

**02/01 BoG April-21:** Approval of the Notification of Second Board of Governors, North East Adventist University (NEAU):

The notice for the Board of Governors was circulated to all the members of the Board of Governors by email on 05-04-2021, intimating the meeting to be scheduled on 12-4-2021 at 3:00 pm via video conferencing (Zoom Meeting platform)

**Resolved** to accept the notice for the Second Board of Governors meeting.

**03/01 BoG April-21:** Approval of the Minute of the First Board of Governors

Honorable Chairman and members of the Board of Governors are requested to approve the First Minutes of the Board of Governors which was held on December 14<sup>th</sup>, 2020 at 3:00 Pm Via Video Conferencing.

The Minutes of the First Board of Governors has been dispatched to all the members.

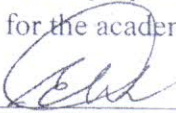
The Minutes of the First Board of Governors is in Annexure - 1

**Resolved** to approve the Minutes of the First board of Governors

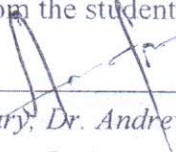
**04/01 BoG April-21:** Fees for the Academic Year 2020-21-for approval

As per the provision made under Section 6.4.4 (j) of the Statues and Rules of North East Adventist University, the university has proposed the following fee structure towards the respective Undergraduate and Master programs for the academic year 2020-21, and to collect the same from the students enrolled. The proposed fee structure is in Annexure -2.

The Honourable Chairman and members of the Board of Governors are requested to consider and approve the proposed fee structure towards the respective Undergraduate and Master programs for the academic year 2020-21 and to collect the same from the students.

  
Chairman, Prof. Eliah David Srikakol  
Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**Resolved** to approve the fee structure for the respective Undergraduate and Master programs for the academic year 2020-21.

**05/01 BoG\_April-21:** Fees for the academic year 2021-22-for approval

As per the provision made under Section 6.4.4 (j) of the Statues and Rules of North East Adventist University, the university has proposed the following fee structure towards the respective Undergraduate and Master programs for the academic year 2021-22, and to collect the same from the students enrolled. The proposed fee structure is in Annexure -2.

The Honourable Chairman and members of the Board of Governors are requested to consider and approve the proposed fee structure towards the respective Undergraduate and Master programs for the academic year 2021-22 and to collect the same from the students.

**Resolved** to approve the fee structure for the respective Undergraduate and Master programs for the academic year 2021-22.

**06/01 BoG April-21:** Operating Budget for the financial year 2021-22-for approval

As per the provision made under the Section 6.1.5d of the Statutes and Rules of the North East Adventist University, the Chief Financial Officer of the university has proposed the budget for the financial year 2021-2022 The proposed budget is in Annexure - 3

The Honourable Chairman and members of the Board of Governors are requested to consider and approve the proposed budget for the financial year 2021-22.

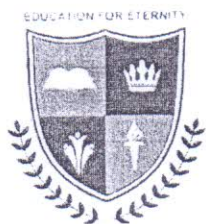
**Resolved** to approve the Operating Budget for the financial year 2021-2022

Chairman, Prof. Eliah David Srikakol  
Chancellor

  
Secretary, Dr. Andrew Zimik  
Registrar

# NORTH EAST ADVENTIST UNIVERSITY

P.O. THADLASKEIN-793151, WEST JAINTIA HILLS DISTRICT,  
MEGHALAYA STATE



## NORTH EAST ADVENTIST UNIVERSITY

### MINUTES OF THE FIRST MEETING OF THE BOARD OF MANAGMEENT

Via Video Conferencing  
on  
DECEMBER 21, 2020  
AT 3:00 P.M.

North East Adventist University, Thadlaskein, West Jaintia Hills, Meghalaya - 793151

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# NORTH EAST ADVENTIST UNIVERSITY (NEAU)

THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA


Minutes of the First Meeting of the Board of Management

Venue: Video Conference (Zoom Meeting)

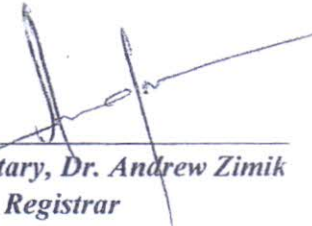
Date: December 21, 2020

Time: 3:00 p.m.

S. No	Name of the Member	Designation	Signature of the Member
1	Dr. Paul Bhaggien Vice-Chancellor, NEAU	Chairman	
2	Dr. Andrew Zimik Registrar, NEAU	Member Secretary	
3.	Mr. Barnabas Sangma Chief Financial Officer, NEAU	Member	
4.	Prof. Eliah David Srikakolli Chancellor, NEAU	Ex-Offico	
5.	Pr. Wilson Lapasam President, Khasi-Jaintia Conference of SDA, Shillong, Meghalaya	Member , Sponsor Nominee	
6	Dr. R N Prabhudas Education Director, Southern Asia Division of SDA, Hosur, Tamil Nadu	Member, Sponsor Nominee	
7	Mr. Lalrenga Colney Faculty, NEAU	Member, Chancellor Nominee	
8	Prof. Anil Kumar Chillimuntha Vice President/HoD, METAS of SDA Surat, Nuzvid & Ranchi	Member, Chancellor Nominee	
9	Dr. Aldrin B. Marak Senior Faculty, District Institute of Education and Training, Garo Hills, Meghalaya	Member, Chancellor Nominee	
10	Dr. B D Cajee Joint Director, Higher and Technical Education, Meghalaya	Representative of the State Government	

  
Chairman, Dr. Paul Bhaggien  
Vice Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Kheityrshi, Thadlaskein, Meghalaya



3


**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**

**MINUTES OF THE FIRST MEETING OF THE BOARD OF  
MANAGEMENT**


Venue: Video Conferencing (Zoom Meeting)  
On Monday, December 21, 2020 at 3:00 PM

**MINUTES**

Item No.	Description of the Item	Pg. No.
01/01 BoM_Dec-20	Call the Board of Management to order – for information	4
02/01 BoM_Dec-20	Constitution of the Selection Committee	5
03/01 BoM_Dec-20	To authorize the Selection Committee to select the Deans/HoD of faculties	5
04/01 BoM_Dec-20	To authorize the Registrar to work on the admission process	6
05/01 BoM_Dec-20	To authorize the Selection Committee to recruit faculty members of the university	6
06/01 BoM_Dec-20	To authorize the university authorities to work on Common University Seal	6

  
*Chairman, Dr. Paul Bhaggiem*  
*Vice-Chancellor*



  
*Secretary, Dr. Andrew Zimik*  
*Registrar*

  
*Registrar*  
*North East Adventist University*  
*Khlehtyrshi, Thadlaskein, Meghalaya*


01/01 BoM\_Dec-20: Call the Board of Management to Order and to declare that a quorum is present:

The Notice for the Board of Management was circulated to all the members of the Board of Management by email on 19-12-2020, intimating the meeting to be scheduled on 21-12-2020 at 03:00 p.m. via video conferencing (Zoom Meeting platform)


As per the provision made under Statue 6, Sub-section 6.2.4 of the *First Statutes and Rules* of North East Adventist University, "One-third of the total membership or three members including the Vice Chancellor or Registrar, whichever is lower, either personally present or participating through video, telephone or any other electronic medium shall constitute the quorum for a duly convened meeting of the Board of Management."

S. No	Name of the Member	Designation	Signature of the Member
1	Dr. Paul Bhaggien Vice-Chancellor, NEAU	Chairman	
2	Dr. Andrew Zimik Registrar, NEAU	Member Secretary	
3.	Mr. Barnabas Sangma Chief Financial Officer, NEAU	Member	
4.	Prof. Eliah David Srikakolli Chancellor, NEAU	Ex-Offico	
5.	Pr. Wilson Lapasam President, Khasi-Jaintia Conference of SDA, Shillong, Meghalaya	Member , Sponsor Nominee	
6	Dr. R N Prabhudas Education Director, Southern Asia Division of SDA, Hosur, Tamil Nadu	Member, Sponsor Nominee	
7	Mr. Lalrenga Colney Faculty, NEAU	Member, Chancellor Nominee	
8	Prof. Anil Kumar Chillimuntha Vice President/HoD, METAS of SDA Surat, Nuzvid & Ranchi	Member, Chancellor Nominee	
9	Dr. Aldrin B. Marak Senior Faculty, District Institute of Education and Training, Garo Hills, Meghalaya	Member, Chancellor Nominee	
10	Dr. B D Cajee Joint Director, Higher and Technical Education, Meghalaya	Representative of the State Government	

*Resolved* to call the Board of Management to order and declare that a quorum is present.

  
Chairman, Dr. Paul Bhaggien  
Vice-Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Khlieh Tyrshi, Thadlaskein, Meghalaya

**02/01 BoM\_Dec-20:** The constitution of the Selection Committee for-information/approval.

As per the provision made under Statue 6, Sub-section 6.10.1 of the *First Statutes and Rules* of North East Adventist University, the Board of Management is empowered to constitute a selection committee comprising of:

Sl. No.	Name	Designation
1.	Dr. Paul Bhaggien	Vice-Chancellor (Chairman)
2	Dr. Andrew Zimik	Registrar (Secretary)
3	Suitable Person to be selected	Dean of respective faculty
4	Suitable Person to be selected	HoD of respective department
5	Prof. Anil Kumar Chillimuntha	Subject Expert in Management
6	Dr. Jemima Marak	Subject Expert in Sociology
7	Dr. Iengskhem Ryngki Synniang	Subject Expert in Political Science

**Resolved** to approve the above mentioned persons as the Selected Committee members of the Board of Management.

**03/01 BoM\_Dec-20:** To authorize the Selection Committee to search for prospective individuals for the position of Dean/HoD.

As per the provision made under Statue 5, Sub-section 5.1.1 of the *First Statutes and Rules* of North East Adventist University, the Board of Management is empowered to appoint the deans/HoD of the faculties of the university.

**Resolved** to approve the Selection Committee to search for prospective individuals for the position of Dean/HoD for the following Faculty.

Sl. No.	Faculty	Designation	Nomination
1	Arts and Humanities	Dean/HoD	Suitable person to be appointed
2	Management and Commerce	Dean/HoD	Suitable person to be appointed
3	Sciences	Dean/HoD	Suitable person to be appointed

*Chairman* Dr. Paul Bhaggien  
Vice-Chancellor



*Secretary* Dr. Andrew Zimik  
Registrar

Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

4	Allied Health Sciences	Dean/HoD	Suitable person to be appointed
5	Information Technology	Dean/HoD	Suitable person to be appointed

**04/01 BoM\_Dec-20:** To authorize the registrar of the university to work on the admission process of the students until an Admission Committee is duly constituted.

*Resolved* to approve the Registrar of the University to work on the admission process of the students until an Admission Committee is duly constituted.

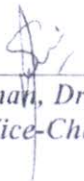
**05/01 BoM\_Dec-20:** To authorize the Selection Committee to recruit faculty members based on the UGC regulations on "Minimum Qualifications for the Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of standards in Higher Education 2018."

*Resolved* to approve the Selection Committee to recruit faculty members based on the UGC regulations on "Minimum Qualifications for the Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of standards in Higher Education 2018."

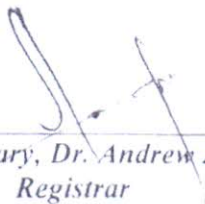
**06/01 BoM\_Dec-20:** To authorize the university authorities to begin work on the selection of the common seal for the university.

As per the provision made under Statue 6, Sub-section 6.2.5 (xxvii) of the *First Statutes and Rules* of North East Adventist University, the Board of Management is empowered "to select a common seal for the university and provide for the use of such seal."

*Resolved* to approve the university authorities to begin work on the selection of the common seal for the university.

  
Chairman, Dr. Paul Bhaggien  
Vice-Chancellor



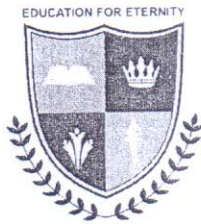
  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# NORTH EAST ADVENTIST UNIVERSITY

P.O. THADLASKEIN-793151, WEST JAINTIA HILLS DISTRICT,  
MEGHALAYA STATE

(Established under Meghalaya Act No. 4 of 2019)



# NORTH EAST ADVENTIST UNIVERSITY

## MINUTES OF THE SECOND MEETING OF THE BOARD OF MANAGMEENT

Via Video Conferencing  
on  
AUGUST 4, 2021  
AT 3:00 P.M.

  
Registrar  
North East Adventist University  
Thadlaskein, Meghalaya

# NORTH EAST ADVENTIST UNIVERSITY (NEAU)

THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA


Minutes of the Second Meeting of the Board of Management

Venue: Video Conference (Zoom Meeting)

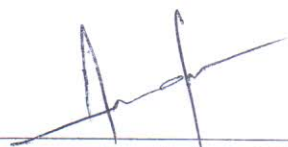
Date: August 4, 2021


Time: 3:00 p.m.

S. No	Name of the Member	Designation	Signature of the Member
1	Dr. Paul Bhaggien Vice-Chancellor, NEAU	Chairman	
2	Dr. Andrew Zimik Registrar, NEAU	Member Secretary	
3.	Mr. Barnabas Sangma Chief Financial Officer, NEAU	Member	
4.	Prof. Eliah David Srikakolli Chancellor, NEAU	Ex-Offico	
5.	Pr. Wilson Lapasam President, Khasi-Jaintia Conference of SDA, Shillong, Meghalaya	Member, Sponsor Nominee	
6	Dr. R N Prabhudas Education Director, Southern Asia Division of SDA, Hosur, Tamil Nadu	Member, Sponsor Nominee	
7	Mr. Lalrenga Colney Faculty, NEAU	Member, Chancellor Nominee	
8	Prof. Anil Kumar Chillimuntha Vice President/HoD, METAS of SDA Surat, Nuzvid & Ranchi	Member, Chancellor Nominee	
9	Dr. Aldrin B. Marak Senior Faculty, District Institute of Education and Training, Garo Hills, Meghalaya	Member, Chancellor Nominee	
10	Dr. B D Cajee Joint Director, Higher and Technical Education, Meghalaya	Representative of the State Government	

  
Chairman, Dr. Paul Bhaggien  
Vice Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Khliehturshi, Thadlaskein, Meghalaya


**NORTH EAST ADVENTIST UNIVERSITY (NEAU)  
THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**

**MINUTES OF THE SECOND MEETING OF THE BOARD  
OF MANAGEMENT**


**Venue: Video Conferencing (Zoom Meeting)  
On Wednesday, August 4, 2020 at 3:00 PM**

**MINUTES**

<b>Item No.</b>	<b>Description of the Item</b>	<b>Pg. No.</b>
01/01 BoM_August-21	Call the Board of Management to order – <b>for information</b>	4
02/01 BoM_August-21	Notification of the Second Board of Management, NEAU – <b>for approval</b>	4
03/01 BoM_August-21	Minutes of the First Board of Management – <b>for approval</b>	4
04/01 BoM_August-21	Logo of NEAU – <b>for approval</b>	4
05/01 BoM_August-21	Philosophy of NEAU – <b>for approval</b>	4
06/01 BoM_August-21	NEAU Stationery – <b>for approval</b>	4
07/01 BoM_August-21	Appointment of PG and UG Teachers of NEAU – <b>for approval</b>	5
08/01 BoM_August-21	Salary Structure for BSc Nursing Faculty – Academic Year 2021-2022 – <b>for approval</b>	5
09/01 BoM_August-21	Fee Structure for BSc Nursing Program – <b>for approval</b>	5

  
Chairman, Dr. Paul Bhaggien  
Vice-Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**01/01 BoM\_August-21:** Call the Board of Management to Order and to declare that a quorum is present:

*Resolved* to call the Board of Management to order and declare that a quorum is present.

**02/01 BoM\_August-21:** Notification of Second Board of Management, NEAU – for approval.

The Notice for the Board of Management was circulated to all the members of the Board of Management by email on 18-07-2021, informing the meeting to be scheduled on 4<sup>th</sup> August 2021 at 03:00 p.m. via Video Conferencing (Zoom Meeting platform)

*Resolved* to approve the above mentioned notification for the Second Board of Management.

**03/01 BoM\_August-21:** Minutes of the First Board of Management – for approval.

*Resolved* to approve the Minutes of the First Board of Management which was held on December 21, 2020 at 3:00 PM Via Video Conferencing which is in Annexure – I.

**04/01 BoM\_August-21:** NEAU Logo – for approval.

*Resolved* to approve the NEAU Logo which is in Annexure – II.

Noted that as per the notification the year of establishment indicated in the logo be maintained as 2020.


**05/01 BoM\_August-21:** Philosophy of NEAU – for approval.

*Resolved* to approve the Philosophy of NEAU which is in Annexure – III.

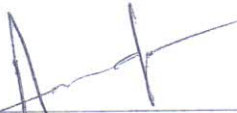
**06/01 BoM\_August-21:** NEAU Stationery – for approval.

*Resolved* to approve the Stationery of NEAU which is in the Annexure – IV.

Noted that the title of the Act indicated in the stationeries of the university be, “North East Adventist University Act” instead of “Meghalaya Act.”

  
Chairman, Dr. Paul Bhaggien  
Vice-Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya



**07/01 BoM\_August-21:** Appointment of UG and PG teachers of NEAU – for approval.

*Resolved* to approve the name of UG and PG teachers which are in Annexure – V.

Noted that due process prescribed by the UGC must be followed in the recruitment process of the University. Open vacancies to be advertised in national and state newspaper. Selected to be done on merit bases.

**08/01 BoM\_August-21:** Salary Structure for BSc Nursing Faculty for the academic year 2021-2022 – for approval.

As per the provision made Under Section 20 (3) (X) of the North East Adventist University Act, the Chief Financial Officer of the University has proposed the Salary Structure for each employees for the academic year 2021-2022.


*Resolved* to approve the propose Salary Structure towards its employees which is in Annexure – VI.

**09/01 BoM\_August-21:** Fees Structure for BSc Nursing Program – for approval.

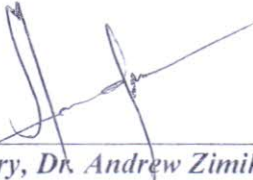
As per the provision made Under Section 8 (1) (IX) of the North East Adventist University Act, the University has proposed the following fees structure toward BSc Nursing for the academic year 2021-2022, and to collect the same from the students enrolled.

*Resolved* to approve the proposal Fee Structure for the BSc Nursing Program which is in Annexure – VII.

Noted to make reasonable adjustments in the said fee structure in order to make the program more affordable for prospective candidates.

  
Chairman, Dr. Paul Bhaggien  
Vice-Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# NORTH EAST ADVENTIST UNIVERSITY

KHLIEHTYRSHI, P.O. THADLASKEIN-793151, WEST JAINTIA HILLS DISTRICT,  
MEGHALAYA STATE



# NORTH EAST ADVENTIST UNIVERSITY

## MINUTES OF THE FIRST ACADEMIC COUNCIL

Via Video Conferencing

on

DECEMBER 23, 2020

AT 3:00 P.M.

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# NORTH EAST ADVENTIST UNIVERSITY (NEAU)

KHLEHTYRSHI, P.O. THADLASKEIN - 793151, WEST JAINTIA HILLS DISTRICT,  
MEGHALAYA STATE

## Minutes of the First Meeting of the Academic Council

Venue: Video Conference (Zoom Meeting)

Time: 3:00 p.m.

Date: December 23, 2020

Item No.	Description of the Item	Pg. No.
01/01/ AC_Dec-20	Call the Academic Council to order – for information	3
02/01/ AC_Dec-20	Items of the agenda for information/approval	4
03/01 AC_Dec-20	Constitution of the Allocation Sub-Committee for approval	4
04/01 AC_Dec-20	Constitution of a Sub-Committee to frame Curriculum and Syllabi for UG and PG Courses for approval	5
05/01 AC_Dec-20	To empower the same Sub-Committee constituted above to frame a list of prescribed text books for UG and PG Courses	6
06/01 AC_Dec-20	Constitution of the Sub-Committee to audit and review library book acquisitions for approval	6



*Chairperson, Dr. Paul Baggein  
(Vice-Chancellor)*

*Secretary, Mr. Andrew Zimik  
(Registrar)*

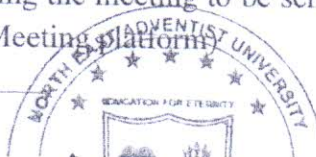
*Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya*

01/01 AC\_Dec-20: Call the Academic Council to Order and to declare that a quorum is present:

S. No.	Name of the Member	Designation	Signature of the Member
1	Dr. Paul Bhaggien Vice-Chancellor, NEAU	Chairperson	
2	Mr. Andrew Zimik Registrar, NEAU	Member Secretary	
3	Mr. Barnabas Sangma Chief Financial Officer, NEAU	Member	
4	Prof. (Dr.) Eliah David Srikakolli Chancellor, NEAU	Ex-Officio	
5	Mr. Lalrenga Colney Faculty, NEAU	Member	
6	Dean/HoD of Faculties NEAU	Member	
7	Dr. Jemima Marak Faculty, NEAU	Member, Vice-Chancellor Nominee (Teacher)	
8	Dr. Mohan Rao N METAS of SDA	Member, Vice-Chancellor Nominee (Teacher)	
9	Mr. Joel L. Marah Faculty, NEAU	Vice-Chancellor Nominee (Teacher)	
9	Dr. Maireiwon Zimik Faculty, NEAU	Vice-Chancellor Nominee (Teacher)	
10	Dr. R N Prabhu Das Education Director, Southern Asia Division of SDA	Chancellor Nominee (Expert)	
11	Prof. (Dr.) Sanjeevan Arsud Vice-Chancellor, Spicer Adventist University, Pune.	Chancellor Nominee (Expert)	
12	Prof. (Dr.) Sherwin Sungoh Department of Education, NEHU	Chancellor Nominee (Expert)	

The Notice for the Academic Council was circulated to all the members of the Academic Council by E-mails provided by them and even on the WhatsApp group created for this purpose on 21-12-2020, intimating the meeting to be scheduled on 23-12-2020 at 03:00 p.m. via video conferencing (Zoom Meeting Platform)

*Paul*  
Chairperson, Dr. Paul Baggein  
(Vice-Chancellor)



Registrar  
North East Adventist University  
Khrilienty, Thadlaskein, Meghalaya

*Andrew*  
Secretary, Mr. Andrew Zimik  
(Registrar)

As per the provision made under Statute 6, Sub-section 6.7.5 of the *First Statutes and Rules* of North East Adventist University, "One-third of the total membership or three members including the Vice Chancellor or Registrar, whichever is lower, either personally present or participating through video, telephone or any other electronic medium shall constitute the quorum for a duly convened meeting of the Academic Council."

**Resolved** to call the Academic Council to order and declare that a quorum is present.

**02/01 AC\_Dec-20:** Items of the agenda for information/approval.

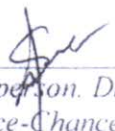
#### AGENDA

Item No.	Description of the Item
01/01 AC_Dec-20	Call the Academic Council to order – for information
02/01 AC_Dec-20	Items of the agenda for information/approval
03/01 AC_Dec-20	Constitution of the Allocation Sub-Committee for approval
04/01 AC_Dec-20	Constitution of a Sub-Committee to frame Curriculum and Syllabi for UG and PG Courses for approval
05/01 AC_Dec-20	To empower the same Sub-Committee constituted above to frame a list of prescribed text books for UG and PG Courses
06/01 AC_Dec-20	Constitution of the Sub-Committee to audit and review library book acquisitions for approval


**Resolved** to approve the above items of the Agenda for the first Academic Council of NEAU.

**03/01 AC\_Dec-20:** The constitution of a sub-committee to oversee the allocation of classrooms/laboratories/libraries-information/approval.

This sub-committee on the allocation of classrooms/laboratories/libraries will do an audit of the available space and allocate rooms for the respective divisions/departments and will present its report for approval at the next meeting of Academic Council.

  
Chairperson, Dr. Paul Baggein  
(Vice-Chancellor)



  
Secretary, Mr. Andrew Zimik  
(Registrar)

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

S.No.	Name	Designation
1	Dr. Paul Bhaggien	Vice-Chancellor (Chair)
2	Mr. Andrew Zimik	Registrar (Secretary)
3	Mr. Barnabas Sangma	Chief Finance Officer
4	Mr. Lalrenga Colney	Faculty Member
5	Mr. Gautham Tiwari	Faculty Member
6	Dr. Jemima Marak	Faculty Member
7	Dr. Iengskhem R. Synniang	Faculty Member

**Resolved** to approve the above mentioned persons as the members of the Sub-Committee for the purpose of allocating classrooms/Laboratories/ Libraries for the divisions/departments of NEAU.

**04/01 AC\_Dec-20:** Constitution of a sub-committee to frame curricula and syllabi for UG and PG courses-for information/approval.

As per the provision made under Statute 6, Sub-section 6.7.6 (iii) of the *First Statutes and Rules* of North East Adventist University, the Academic Council is empowered to "frame and revise curricula and syllabi for the courses of studies" offered at NEAU.

**Resolved** to approve the constitution of the sub-committee with the following members for framing the curricula and syllabi for the courses to be offered at NEAU and submit its report for approval at the next meeting of the Academic Council.

S.No.	Name	Designation	Department/Discipline
1	Dr. Paul Bhaggien	Vice-Chancellor (Chair)	NEAU
2	Mr. Andrew Zimik	Registrar (Secretary)	NEAU
3	Mr. Barnabas Sangma	CFO	NEAU
4	Prof. Anil Kumar Chillamuntha	Vice-President HoD. METAS of SDA	Management
5	Dr. Mohan Rao N	Vice- President/HoD. METAS of SDA	Commerce
4	Mr. Lalrenga Colney	Faculty	English
5	Dr. Jemima Marak	Faculty	Sociology

*Chairperson, Dr. Paul Baggein  
(Vice-Chancellor)*



*Secretary, Mr. Andrew Zimik  
(Registrar)*

**Registrar**  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

6	Dr. Maireiwon Zimik	Faculty	Political Science
7	Dr. Jellingstar Rumba	Faculty	History
8	Mr. Job Rothangliana Kawlani	Faculty	Sociology
9	Mr. Joel L. Marah	Faculty	English
10	Ms. Ningshingla P	Faculty	Economics
11	Mrs. Zaimila Shaiza	Faculty	Economics
12	Mr. Sahish Marak	Faculty	Education

**05/01 AC\_Dec-20:** To empower the same sub-committee constituted above to frame a list of prescribed text books for UG and PG courses.

As per the provision made under Statute 6, Sub-section 6.7.6 (xiii) of the *First Statutes and Rules* of North East Adventist University, the Academic Council is empowered to "publish lists of prescribed or recommended text books" for the UG and PG courses offered at NEAU.


**Resolved** to approve the said sub-committee to frame a list of prescribed text books for UG and PG courses to be offered at NEAU and submit its report for approval at the next meeting of the Academic Council.

**06/01 AC\_Dec-20:** Constitution of a sub-committee to audit and review library book acquisitions-for information and approval.

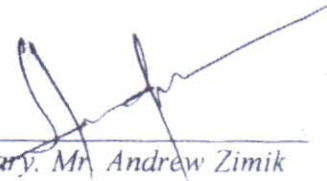
As per the provision made under Statute 6, Sub-section 6.7.6 (xii) of the *First Statutes and Rules* of North East Adventist University, the Academic Council is empowered to "supervise the working of the library."

**Resolved** to approve the constitution of the sub-committee with the following members for the purpose of auditing and reviewing the book acquisitions in the library and submit its report for approval at the next meeting of the Academic Council.

S.No.	Name	Designation	Department/Discipline
1	Dr. Paul Bhaggien	Vice-Chancellor (Chair)	NEAU
2	Mr. Andrew Zimik	Registrar (Secretary)	NEAU
3	Mr. Barnabas Sangma	CFO	NEAU


  
Chairperson, Dr. Paul Baggein  
(Vice-Chancellor)



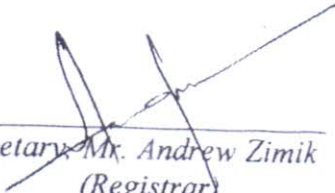
  
Secretary, Mr. Andrew Zimik  
(Registrar)

Registrar  
North East Adventist University  
Khlehtshih, Thadlaskein, Meghalaya

4	Prof. Anil Kumar Chillamuntha	Vice-President/HoD, METAS of SDA	Management
5	Dr. Mohan Rao N	Vice- President/HoD, METAS of SDA	Commerce
4	Mr. Lalrenga Colney	Faculty	English
5	Dr. Jemima Marak	Faculty	Sociology
6	Dr. Maireiwon Zimik	Faculty	Political Science
7	Dr. Jellingstar Rumba	Faculty	History
8	Mr. Job Rothangliana Kawlani	Faculty	Sociology
9	Mr. Joel L. Marah	Faculty	English
10	Ms. Ningshingla P	Faculty	Economics
11	Mrs. Zaimila Shaiza	Faculty	Economics
12	Mr. Sahish Marak	Faculty	Education
13	Mr. Pynshlurlang Shylla	Faculty	Librarian

  
Chairperson, Dr. Paul Baggein  
(Vice-Chancellor)



  
Secretary, Mr. Andrew Zimik  
(Registrar)

  
Registrar  
North East Adventist University  
Khliehrieh, Thadlaskein, Meghalaya



# NORTH EAST ADVENTIST UNIVERSITY

KHLIEHTYRSHI, P.O. THADLASKEIN-793151, WEST JAINTIA HILLS DISTRICT,  
MEGHALAYA STATE



## NORTH EAST ADVENTIST UNIVERSITY

### MINUTES OF THE SECOND ACADEMIC COUNCIL

Via Video Conferencing

on

SEPTEMBER 29, 2021

AT 3:00 P.M.

North East Adventist University, Thadlaskein, West Jaintia Hills, Meghalaya

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

# NORTH EAST ADVENTIST UNIVERSITY (NEAU)

KHLIEHTYRSHI, P.O. THADLASKEIN-793151, WEST JAINTIA HILLS DISTRICT,  
MEGHALAYA STATE


## Minutes of the Second Meeting of the Academic Council

Venue: Video Conference (Zoom Meeting)


Date: September 29, 2021

Time: 3:00 p.m.

Item No.	Description of the Item	Pg. No.
01/02 AC_Sept-21	Call the Academic Council to order	3
02/02 AC_Sept-21	Approval of the previous minutes	4
03/02 AC_Sept-21	Approval of NEAU Academic Calendar	4
04/02 AC_Sept-21	Approval of Curriculum for Under Graduate Programs	4
	(i) BA – Education (Honors),	
	(ii) BA – English (Honors),	
	(iii) BA – History (Honors),	
	(iv) BA – Political Science (Honors),	
	(v) BA – Sociology (Honors)	
	(vi) BBA	
	(vii) B Com	

  
Chairman, Dr. Paul Bhaggiien  
Vice-Chancellor




  
Secretary, Dr. Andrew Zimik  
Registrar

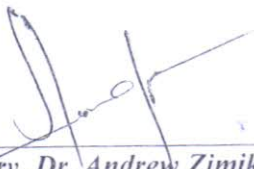
  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

01/02 AC\_Sept-21: Call the Academic Council to Order and to declare that a quorum is present:

S. No.	Name of the Member	Designation	Signature of the Member
1	Dr. Paul Bhaggien Vice-Chancellor, NEAU	Chairman	
2	Mr. Andrew Zimik Registrar, NEAU	Member Secretary	
3	Mr. Barnabas Sangma Chief Financial Officer, NEAU	Member	
4	Mr. Lalrenga Colney Faculty, NEAU	Member	
5	Prof. (Dr.) Eliah David Srikakolli Chancellor, NEAU	Ex-Officio	
6	Dr. R N Prabhu Das Education Director, Southern Asia Division of SDA	Chancellor Nominee (Expert)	
7	Prof. (Dr.) Sanjeevan Arsud Vice-Chancellor, Spicer Adventist University, Pune.	Chancellor Nominee (Expert)	
8	Prof. (Dr.) Sherwin Sungoh Department of Education, NEHU	Chancellor Nominee (Expert)	
9	Dr. Mohan Rao N METAS of SDA	Member, Vice- Chancellor Nominee (Teacher)	
9	Dr. Jemima Marak Faculty, NEAU	Member, Vice- Chancellor Nominee (Teacher)	
10	Dr. Maireiwon Zimik Faculty, NEAU	Vice-Chancellor Nominee (Teacher)	
11	Mr. Joel L. Marah Faculty, NEAU	Vice-Chancellor Nominee (Teacher)	
12	Dean/HoD of Faculties NEAU	Member	

  
Chairman, Dr. Paul Bhaggien  
Vice-Chancellor



  
Secretary, Dr. Andrew Zimik  
Registrar

  
Registrar  
North East Adventist University  
Shillong, Meghalaya

The Notice of the Academic Council was circulated to all the members of the Academic Council by WhatsApp and by E-mails, intimating the meeting to be scheduled on 29-09-2021 at 03:00 p.m. via video conferencing (Zoom Meeting platform)

Upon the response to the Notice of the Academic Council and the members present, it is recommended to call the Academic Council to order and declare that a quorum is present.

**Resolved** to call the Academic Council to order and declare that a quorum is present.

**02/02 AC\_Sept-21:** Minutes of the previous Academic Council for approval. Please find the said minutes as annexure – I of this document.

The Honorable Chairman and respected members of the Academic Council are requested to approve the minutes of the previous meeting.

**Resolved** to approve the minutes of the previous meeting.

**03/02 AC\_Sept-21:** Approval of NEAU Academic Calendar

The NEAU Academic Calendar is in Annexure – II

The Honorable Chairman and members of the Academic Council are requested to approve the NEAU Academic Calendar for the Academic year 2021 – 2022.

**Resolved** to approve the NEAU Academic Calendar for the Academic year 2021 – 2022.

**04/02 AC\_Sept-21:** Approval of the Curriculum for the following Under Graduate programs.

The curriculum for UG is in Annexure – III

1. BA Education
2. BA English
3. BA History
4. BA Political Science
5. BA Sociology
6. BBA
7. B Com

The Honorable Chairman and members of the Academic Council are requested to approve the curriculum for under graduate programs.

**Resolved** to approve the curriculum for under graduate programs.

*Chairman, Dr. Paul Bhaggien*  
Vice-Chancellor



*Secretary, Dr. Andrew Zimik*  
Registrar

*Registrar*  
North East Adventist University  
Khliehtyrshei Thadlaskein, Meghalaya

**MINUTES OF THE FIRST MEETING OF THE  
FINANCE COMMITTEE,  
NORTH EAST ADVENTIST UNIVERSITY  
KLIHTYRSHI, P.O. THADLASKEIN, WEST JAINTIA  
HILLS, MEGHALAYA, PIN: 793151**



**NORTH EAST ADVENTIST  
UNIVERSITY**

**MINUTES OF THE  
FIRST MEETING OF  
THE FINANCE COMMITTEE**

**Via Online Meeting  
on  
DECEMBER 28, 2020 AT 10:30 A.M.**

North East Adventist University, Khliehtyrshi, P.O. Thadlaskein, West Jaintia Hills,  
Meghalaya, PIN: 793 151

1

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**KHLIEHTYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**  
First Meeting of the Finance Committee

Venue: Online Meeting

Date: December 28, 2020

Time: 10:30 a.m

S. No.	Name of the Member	Designation	Signature of the member
1	Paul Bhaggien, PhD Vice Chancellor, NEAU	Chairperson	Consent form signed
2	Barnabas N Sangma, FCCA Chief Financial Officer, NEAU	Secretary	Consent form signed
3	Andrew Zimik, Registrar, NEAU	Member	
4	Agnew H Jacob, Exec. VPFA METAS of SDA	Member Sponsoring Body Nominee	Consent form signed
5	Daniela Sailo, Treasurer Northeast India Union of SDA	Member Chancellor Nominee	Consent form signed
6	Guatam Tiwari, Business Manager Northeast Adventist College	Member Chancellor Nominee	Consent form signed



**Paul Bhaggien, Chairperson**



**Barnabas N Sangma, Secretary**

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**KHLEITYRSHI, P.O. THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA,**  
**PIN: 793151**

**FIRST MEETING OF THE FINANCE COMMITTEE**

**Venue: Online Meeting**  
**On December 28, 2020 (Monday) at 10:30 a.m.**

**MINUTES**

<b>Item No.</b>	<b>Description of the Item</b>	<b>Pg. No.</b>
01/01 FC_Dec-20	Call the members of the Finance Committee to order – for information	5
02/01 FC_Dec-20	Opening of a new current bank account designated for general purpose – for approval	5
03/01 FC_Dec-20	Opening of a new current bank account designated for development funds - for approval	5
04/01 FC_Dec-20	Fixation of fee structure for the Master of Arts programmes – for approval and recommendation to Board of Governors	6
05/01 FC_Dec-20	Establishment registration under Employees' Provident Fund Organisation, India – for approval and intimate to Head Office, Surat	6
06/01 FC_Dec-20	Procurement of Good and Services Tax Council registration (GST) – for approval and intimate it to Head Office, Surat	6
07/01 FC_Dec-20	Registration for professional tax – for approval and intimate it to the Head Office, Surat.	6
08/01 FC_Dec-20	Tax Deducted at Source (TDS) – for approval and referring it to the Head Office, Surat	7



**Paul Baggien, Chairperson**



**Barnabas N Sangma, Secretary**

**01/01 FC Dec-20:** Call the members of the Finance Committee to order and to declare that a quorum is present:

The notice for the Finance Committee meeting was circulated to all the members of the Finance Committee by email on December 24, 2020, intimating the meeting to be scheduled on December 28, 2020 at 10:30 a.m. via online meeting.

**Resolved** To call the members of the Finance Committee to order and to declare that a quorum is present.

**02/01 FC Dec-20:** Opening of a new current bank account designated for general funds-for approval.

A bank account is required for (i) recording business transactions (ii) accounting and financial reporting and (iii) for filing tax returns. It is proposed that a current bank account be opened designated for the purpose described above as specified below as per Section 41 of the North East Adventist University Act:

Name of Bank: Indian Overseas Bank  
Name of Current Bank Account: North East Adventist University  
Branch Location: Jowai, West Jaintia Hills, Meghalaya  
Signatories: Chancellor, Executive Vice President for Financial Affairs/Director from Sponsoring body, Vice Chancellor, Chief Financial Officer. Any two of the signatures will be considered valid.

**Resolved** to approve opening of a new current bank account with Indian Overseas Bank, Jowai Brach designated for general funds with the bank signatories as specified above.

**03/01 FC Dec-20:** Opening of a new current bank account designated for development funds – for approval.

A bank account is required for receiving and utilizing development funds. It is proposed that a current bank account be opened designated for the purpose described above as specified below as per Section 42 of the North East Adventist University Act.

Name of Bank: State Bank of India  
Name of Current Bank Account: North East Adventist University  
Branch Location: Jowai, West Jaintia Hills, Meghalaya  
Signatories: Chancellor, Executive Vice President for Financial Affairs/Director from Sponsoring Body, Vice Chancellor, Chief Financial Officer. Any two of the signatures will be considered valid.

**Resolved** to approve opening of a new current bank account with State Bank of India, Jowai Brach designated for development funds with the bank signatories as specified above.



**Paul Bhaggien, Chairperson**



**Barnabas N Sangma, Secretary**



**04/01 FC Dec-20:** Fixation of fee structure for the Master of Arts programmes.

As per the provision made under Section 29 (6) of the North East Adventist University Act, the University proposes a fee structure for the Master of Arts programmes. The proposed fee structure is in Annexure -1.

**Resolved** to approve the proposed fee structure towards the respective study postgraduate programmes for the Academic year 2020-21, recommend it to the Board of Governors, and to collect the same from the students.

**05/01 FC Dec-20:** Establishment registration under Employees' Provident Fund Organisation, India – for approval

As per provision made under Section 34 of the North East Adventist University Act, the University is required to constitute for the benefit of its employees provident fund, pension fund. The authorized signatories will be the Vice Chancellor, and the Chief Financial Officer. The date of remittance will be the 10<sup>th</sup> day of the subsequent month of payroll deduction.

**Resolved** to approve establishment registration under the Employees' Provident Fund Organisation, India, and authorise Paul Bhaggien and Barnabas N Sangma as independent signatories for the Employees' Provident Fund. Further, the resolution should be intimated to the Head Office, Surat.

**06/01 FC Dec-20:** Procurement of Goods and Services Tax (GST) Council registration – for approval

The Goods and Services Tax (GST) registration is required to file GST returns on the applicable services of the University. It is recommended to obtain the GST Council registration for the purpose.

**Resolved** to approve procurement of GST Council registration, and intimate the resolution to the Head Office, Surat.

**07/01 FC Dec-20:** Registration for professional tax – for approval and referring to the Head Office.

The University is required to procure professional tax enrolment certificate for filing professional tax deducted at source.

**Resolved** to approve procurement of professional tax enrolment certificate from the State Government, and intimate and refer it to the Head Office, Surat.



**Paul Bhaggien, Chairperson**



**Barnabas N Sangma, Secretary**

**08/01 FC Dec-20: Tax Deducted at Source (TDS) – for approval and referring to the Head Office.**

As per Section 192 of Income Tax Act of 1961, any establishment is required to deduct income tax on payrolls of the applicable employees and remit it on a timely basis.

**Resolved** to approve tax deduction on payroll, and intimate and refer it to the Head Office to share tax account number and other documents/information necessary for filing the tax returns.



**Paul Bhaggiem, Chairperson**



**Barnabas N Sangma, Secretary**

**ANNEXURE - I**

**Proposed Fees Structure Master of Arts programmes for the Academic Year 2020-21**

**NORTH EAST ADVENTIST UNIVERSITY**  
**Fee Structure for Master of Arts (MA) Students Admitted for Academic Year 2020-2021**  
**Postgraduate Programmes 1st Year (Semester - I)**

Programmes	Duration	New Admission Fee	Caution Deposit	Registration	Development Fee	Tuition Fee	Total Semester Fee	First Instalment	Second Instalment
1 MA History	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
2 MA English	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
3 MA Pol. Science	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
4 MA Education	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
5 MA Economics	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
6 MA Sociology	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000
7 M.Com	2 years	3,000	5,000	2,500	2,500	25,000	38,000	22,000	16,000



*Paul Bhaggen, Chairperson*



*Barnabas N Sangma, Secretary*

**SEMESTER - II**

Programmes	Duration	Registration	Development Fee	Tuition Fee	Total Semester Fee	First Instalment	Second Instalment
1 MA History	2 years	2,500	2,500	25,000	30,000	12,000	18,000
2 MA English	2 years	2,500	2,500	25,000	30,000	12,500	17,500
3 MA Pol. Science	2 years	2,500	2,500	25,000	30,000	13,500	16,500
4 MA Education	2 years	2,500	2,500	25,000	30,000	15,000	15,000
5 MA Economics	2 years	2,500	2,500	25,000	30,000	15,000	15,000
6 MA Sociology	2 years	2,500	2,500	25,000	30,000	17,500	12,500
7 M.Com	2 years	2,500	2,500	25,000	30,000	20,000	10,000

**Note:**

Caution deposit is to be refunded on completion of the course subject to by-laws of the University  
Convocation fee of Rs.2,500 will be charged in the final year as additional fee  
Additional amount of Rs.5,000 will be charged for study tour in the year of undertaking the tour  
Hostel facilities are available with hostel fee of Rs.1,200 per month and cafeteria fee of Rs.2,500 per month



Paul Bhagien, Chairperson



Barnabas N Sangma, Secretary

**MINUTES OF THE SECOND MEETING OF THE  
FINANCE COMMITTEE,  
NORTH EAST ADVENTIST UNIVERSITY  
KLIHTYRSHI, THADLASKEIN, WEST JAINTIA HILLS,  
MEGHALAYA**



**NORTH EAST ADVENTIST  
UNIVERSITY**

**MINUTES OF THE  
SECOND MEETING OF  
THE FINANCE COMMITTEE**

**Via Online Meeting  
on  
APRIL 9, 2021 AT 11:30 am.**

North East Adventist University, Khliehtyrshi, Thadlaskein, West Jaintia Hills, Meghalaya –  
793 151

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**KHLIEHTYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**  
Second Meeting of the Finance Commtee

Venue: Online Meeting  
Date: April 9, 2021

Time: 11:30 pm

S. No.	Name of the Member	Designation	Signature of the Member
1	Dr. Paul Bhaggien, Vice Chancellor, NEAU	Chairperson	
2	Mr. Barnabas N Sangma, Chief Financial Officer, NEAU	Member Secretary	
3	Mr. Andrew Zimik, Registrar, NEAU	Member	
4	Mr. Agnew H Jacob, Executive VPFA, METAS of SDA	Member, Sponsoring Body Nominee	
5	Mr. Daniala Sailo, Treasurer, Northeast India Union of SDA	Member Chancellor nominee	
6	Mr. Guatam Tiwari, Business Manager, Northeast Adventist College	Member, Chancellor nominee	

  
Paul Bhaggien, Chairperson



  
Barnabas N Sangma, Secretary

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya


**NORTH EAST ADVENTIST UNIVERSITY (NEAU)  
KHLEITYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**

**SECOND MEETING OF THE FINANCE COMMITTEE**

**Venue: Online Meeting  
On April 9, 2021 at 11:30 pm**

**AGENDA**

<b>Item No.</b>	<b>Description of the Item</b>	<b>Pg. No.</b>
07/02 FC_Apr-21	Call the committee to order, and to approve the notice	5
08/02 FC_Apr-21	Approval of the previous minute	5
09/02 FC_Apr-21	Approval of financial statements – January – March 2021	5
10/02 FC_Apr-21	Operating budget for the fiscal year 2021-2022 – for approval	6

  
**Paul Baggen, Chairperson**



  
**Barnabas N Sangma, Secretary**

**07/02 FC\_Apr-21:** Call the Committee to order and to declare that a quorum is present:

The notice for the Finance Committee meeting was circulated to all the members of the Finance Committee online intimating the meeting to be scheduled on at 11:30 am. via online meeting.

**Resolved** to call the Finance Committee to order and declare that a quorum is present; and to approve the notice and proceed with the meetings.

**08/02 FC\_Apr-21:** Approval of previous minutes

The minutes of the second Finance Committee meeting had been distributed to the members of the FC on February 24, 2021.

**Resolved** to approve the minutes of the second meeting of the Finance Committee that was held on February 8, 2021.

**09/02 FC\_Apr-21:** Operating Budget for the financial year 2021-2022 – for approval.

As per the provision made under the Section 6.4.4e off the Statutes and Rules of the North East Adventist University, the Chief Financial Officer of the university has proposed the budget for the financial year 2021-2022 The proposed budget is in Annexure - 1

**Resolved** to approve the proposed budget for the financial year 2021-22 and recommend it to the Board of Governors.

**10/02 FC\_Apr-21:** Financial statements for the period ended January - March 2021 – for approval

The financial statement have been prepared for the period ended January – March 2021. The financial statements are in Annexure - 2

**Resolved** to approve the financial statements the period ended January - March 2021.



Paul Bhaggiem, Chairman



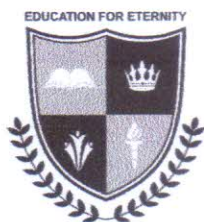
Secretary, Barnabas N Sangma



Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya



**AGENDA OF THE SECOND MEETING OF THE  
FINANCE COMMITTEE,  
NORTH EAST ADVENTIST UNIVERSITY  
KHLIHTYRSHI, THADLASKEIN, WEST JAINTIA HILLS,  
MEGHALAYA**



**NORTH EAST ADVENTIST  
UNIVERSITY**

**AGENDA OF THE  
SECOND MEETING OF  
THE FINANCE COMMITTEE**

**Via Online Meeting  
on  
FEBRUARY 8, 2021 AT 3:30 pam.**

North East Adventist University, Khliehtyrshi, Thadlaskein, West Jaintia Hills, Meghalaya –  
793 151

*Registrar*  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**KHLIEHTYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**  
Second Meeting of the Finance Committee

Venue: Online Meeting

Date: February 8, 2021

Time: 3:30 pm

S. No.	Name of the Member	Designation	Signature of the Member
1	Dr. Paul Bhaggien, Vice Chancellor, NEAU	Chairperson	
2	Mr. Barnabas N Sangma, Chief Financial Officer, NEAU	Member Secretary	
3	Mr. Andrew Zimik, Registrar, NEAU	Member	
4	Mr. Agnew H Jacob, Executive VPFA, METAS of SDA	Member, Sponsoring Body Nominee	
5	Mr. Daniala Sailo, Treasurer, Northeast India Union of SDA	Member Chancellor nominee	
6	Mr. Guatam Tiwari, Business Manager, Northeast Adventist College	Member, Chancellor nominee	



**Paul Bhaggien, Chairperson**



**Barnabas N Sangma, Secretary**

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)  
KHLEITYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**

**SECOND MEETING OF THE FINANCE COMMITTEE**

**Venue: Online Meeting  
On February 8, 2021 at 3:30 pm**

**AGENDA**

<b>Item No.</b>	<b>Description of the Item</b>	<b>Pg. No.</b>
01/02 FC_Feb-21	Call the members of the Finance Committee to order – for information	<b>5</b>
02/02 FC_Feb-21	Purchase of one laptop computer for Chief Financial Officer – for authorization.	<b>5</b>
03/02 FC_Feb-21	Engagement of Elead Soft Solutions for accounting software - for approval	<b>5</b>
04/02 FC_Feb-21	Renovation and furnishing of hostels for postgraduate students – for authorization	<b>6</b>
05/02 FC_Feb-21	Renovation of office room for Chief Financial Officer – for authorization	<b>6</b>
06/02 FC_Feb-21	Renovation of office room for Liaison & Development Officer – for authorization	<b>6</b>



**Paul Baggien, Chairperson**



**Barnabas N Sangma, Secretary**

**01/02 FC Feb-21:** Call the members of the Finance Committee to order and to declare that a quorum is present:

The notice for the Finance Committee meeting was circulated to all the members of the Finance Committee online intimating the meeting to be scheduled on at 3:30 pm. via online meeting.

**Resolved** to call the members of the Finance Committee to order and declare that a quorum is present.

**02/02 FC Feb-21:** Purchase of one laptop computer Chief Financial Officer – for approval.

Currently, the office of the Chief Financial Officer has not been equipped with a computer. A laptop computer is required for the Chief Financial Officer. Quotations have been obtained from the potential suppliers/dealers. The computer with the following specifications is recommended:

HP laptop: 250 with Intel core i3 10<sup>th</sup> Gen/4GB RAM/512 SSD/15.6"/Win10/Backpack – INR 42,500. Quotations are in Annexure -1

**Resolved** to approve purchase of one laptop computer the Chief Financial Officer as specified above.

**03/02 FC Feb-21:** Engagement of Elead Soft Solutions for accounting software - for approval.

An accounting software is required for general ledger of North East Adventist University. Elead Soft Solutions has provided a quotation for a customized accounting software package with initial charges of INR 107,000 and subsequent annual maintenance fee of 18% of the initial cost, which amounts to INR 19,260. The quotation is in Annexure -2

**Resolved** to approve engagement of Elead Soft Solutions for accounting software package.



*Paul Bhaggiem, Chairman*



*Secretary, Barnabas N Sangma*

**04/02 FC Feb-21:** Cost estimate for renovation and furnishing of hostels for post graduate students

The hostel rooms designated for the postgraduate students require painting. Moreover, the rooms have not been furnished with tables, chairs and cupboards. Hostel fees for the postgraduate students have been increased from INR 750 to INR 1,200 per month as compared with previous financial year to cover the costs of renovation and furnishing. The total cost of renovation and furniture has been estimated at INR 216,700 as shown in Annexure - 3

**Resolved** to authorize renovation and purchase of furniture for the postgraduate students.

**05/02 FC Feb-21:** Renovation of office room for Chief Financial Officer – for authorization

Presently, there is no office room available or designated for the Chief Financial Officer. It is proposed that one room being used for storing sabbath school materials in the administrative block be converted into office room for the Chief Financial Officer. The cost of renovation is estimated at INR 51,424 as shown in Annexure – 4

**Resolved** to authorize renovation of office room for the Chief Financial Officer at an estimated cost of INR 51,424.

**06/02 FC Feb-21:** Renovation of office room for Liaison & Development Officer – for authorization

Presently, there is no office room available or designated for the Liaison & Development Officer. It is proposed that one room being used keeping attendance registers in the administrative block be converted into office room to be allotted for the Liaison & Development Officer. The cost of renovation is estimated at INR 39,818 as shown in Annexure – 5

**Resolved** to authorize renovation of office room for the Liaison & Development Officer at an estimated cost of INR 39,818.



**Paul Bhaggiem, Chairperson**



**Barnabas N Sangma, Secretary**

**AGENDA OF THE THIRD MEETING OF THE FINANCE COMMITTEE,  
NORTH EAST ADVENTIST UNIVERSITY  
KLIEHTYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**



**NORTH EAST ADVENTIST  
UNIVERSITY**

**AGENDA OF THE  
THIRD MEETING OF  
THE FINANCE COMMITTEE**

**Via Online Meeting  
on  
July 30, 2021 AT 11:30 am.**

North East Adventist University, Khliehtyrshi, Thadlaskein, West Jaintia Hills,  
Meghalaya – 793 151

  
Registrar  
North East Adventist University  
Khliehtyrshi, Thadlaskein, Meghalaya

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)**  
**KHLIEHTYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**  
Third Meeting of the Finance Committee

Venue: Online Meeting

Date: July 30, 2021

Time: 11:30 pm

S. No.	Name of the Member	Designation	Attendance
1	Dr. Paul Bhaggien, Vice Chancellor, NEAU	Chairperson	Present
2	Mr. Barnabas N Sangma, Chief Financial Officer, NEAU	Member Secretary	Present
3	Mr. Andrew Zimik, Registrar, NEAU	Member	Present
4	Mr. Agnew H Jacob, Executive VPFA, METAS of SDA	Member, Sponsoring Body Nominee	Present
5	Mr. Daniala Sailo, Treasurer, Northeast India Union of SDA	Member Chancellor nominee	Present
6	Mr. Guatam Tiwari, Business Manager, Northeast Adventist College	Member, Chancellor nominee	Present



**Paul Bhaggien, Chairperson**



**Barnabas N Sangma, Secretary**



**Registrar**  
North East Adventist University  
Khlief, Thadlaskein, Meghalaya

**NORTH EAST ADVENTIST UNIVERSITY (NEAU)  
KHLEITYRSHI, THADLASKEIN, WEST JAINTIA HILLS, MEGHALAYA**

**THIRD MEETING OF THE FINANCE COMMITTEE**

**Venue: Online Meeting  
On July 30, 2021 at 11:30 pm**

**AGENDA**

<b>Item No.</b>	<b>Description of the Item</b>	<b>Pg. No.</b>
11/03 FC_July-21	Call the committee to order, and to approve the notice	5
12/03 FC_July-21	Approval of the previous minute	5
13/03 FC_July-21	Opening of a new current bank account for North East Adventist University College of Nursing – for approval	5
14/03 FC_July-21	Fee structure for BSc Nursing programme-for approval	6
15/03 FC_July-21	Remuneration structure for Allied Health Sciences faculty and recommend it to Board of Governors	6
16/03 FC_July-21	Imprest cash monthly amount – for approval	6



**Paul Baggien, Chairperson**



**Barnabas N Sangma, Secretary**

  
Registrar  
North East Adventist University  
Khleityrshi, Thadlaskein, Meghalaya



**11/03 FC\_July-21:** Call the Committee to order and to declare that a quorum is present:

Whereas the notice for the Finance Committee meeting was circulated to all the members of the Finance Committee online intimating the meeting to be scheduled on at 11:30 am. via online meeting. It was

**Resolved** to call the members of the Finance Committee to order and declare that a quorum is present.

**12/03 FC\_July-21:** Approval of previous minutes

Whereas the minutes of the second Finance Committee meeting had been distributed to the members of the FC on May 5, 2021. It was

**Resolved** to approve the minutes of the second meeting of the Finance Committee that was held on April 9, 2021.

**13/03 FC\_July-21:** Opening of a current bank account for North East Adventist University College of Nursing (NEAUCON) – for approval

Whereas, as per provision made under the Section 41 (1) and (2) of the North East Adventist University Act, a bank account is required for (i) recording business transactions (ii) accounting and financial reporting and (iii) for filing tax returns. It is proposed that a current bank account be opened designated for the purpose described above as specified below:

Name of Bank: State Bank of India

Name of Current Bank Account: North East Adventist University College of Nursing

Branch Location: Jowai, West Jaintia Hills, Meghalaya

Signatories: Chancellor, Executive President of Financial Affairs/Director from Sponsoring body, Vice Chancellor, Principal of NEAUCON, Chief Financial Officer. Any two of the signatures will be considered valid. It was

**Resolved** to approve the opening of a current bank account with State Bank of India, Jowai, designated for the general purpose of North East Adventist University College of Nursing.



**Paul Bhaggien, Chairman**



**Secretary, Barnabas N Sangma**



Registrar  
North East Adventist University  
Khliehryshi, Thadlaskein, Meghalaya

**14/03 FC\_July-21** Fixation of fee structure for the BSc Nursing programme

Whereas, as per the provision made under Section 29 (6) of the North East Adventist University Act, the University proposes a fee structure for the BSc Nursing programme. The proposed fee structure is in Annexure -1. It was

**Resolved** to approve the proposed fee structure for the BSc Nursing programme for the academic year 2021-2022 and recommend it to the Board of Governors.

**15/03 FC\_July-21** Remuneration structure for faculty of Allied Health Sciences programme  
– for approval

Whereas, as per the provision made under Section 6.4.4 (d) of the Statute and Rules of North East Adventist University, the University proposes a remuneration structure for the faculty of Allied Health Sciences programme and recommend it to the Board of Governors. The remuneration structure is in Annexure -2. It was

**Resolved** to approve the proposed remuneration structure for the faculty of BSc Nursing programme for the academic year 2021-2022 and recommend it to the Board of Governors

**16/03 FC\_July-21** Imprest cash monthly amount – for approval

Whereas imprest cash is required for petty disbursements of cash. A monthly imprest cash of Rs25,000 (Rupees twenty-five thousand only) is considered adequate for the purpose. It was

**Resolved** to approve the imprest cash of Rs.25,000 (Rupees twenty-five thousand only).



**Paul Bhaggien, Chairman**



**Secretary, Barnabas N Sangma**



**Registrar**  
North East Adventist University  
Khliehriy, Chadoleskein, Meghalaya

# Annexure No. 11

**Rule 16: Other Matters/ Committees/ Boards for Improvement of Academic Standards**

In addition to the Academic Council of the University, the following bodies shall be constituted:

- 16.1 A new Faculty shall be created for such academic discipline or group of disciplines of the University by the Board of Management as per the recommendation of the Academic Council. Each faculty shall consist of the following members:
- 16.1.1. Dean of the Faculty, Chairperson.
  - 16.1.2. Chairmen of the Boards of Studies of the subjects included in the Faculty.
  - 16.1.3. All professors of the University teaching departments of the Faculty.
  - 16.1.4. Two associate professors of the University teaching in any of the departments of the Faculty nominated by the Vice Chancellor by rotation in order of seniority or otherwise.
  - 16.1.5. Two associate professors of the associated institutions nominated by the Chancellor by rotation according to seniority or otherwise.
  - 16.1.6. Six assistant professors/lecturers drawn from University teaching departments the subjects of the faculty nominated by Vice Chancellor by rotation according to seniority or otherwise.
  - 16.1.7. Two persons co-opted by the Faculty having expert knowledge of the Faculty.
  - 16.1.8. All members of the Faculty other than ex-officio members and Deans shall hold office for a term of three years.
- 16.2 One-third of the total membership of the Faculty shall constitute a quorum either personally present or participating through video, telephone or any other electronic medium. shall constitute the quorum for a duly convened meeting of the Board of Governors.
- 16.3 The Academic Committee shall have the following powers:

## First Statutes &amp; Rules

- 16.3.1. Subject to the control of the Academic Council, to advise regarding the organizing, coordinating and conducting of the teaching and research activities of the departments in the Faculty.
  - 16.3.2. To recommend to the Academic Council the conditions for the award of diplomas, certificates and degrees.
  - 16.3.3. To deal with such other matters relating to the subjects within its purview as are referred to it by the Academic Council or the Vice Chancellor.
  - 16.3.4. To hold meetings, joint meetings with other Faculties with the approval of the Vice Chancellor with a view to develop multidisciplinary courses. Such joint meetings shall be presided over by the Vice Chancellor or a Dean nominated by the Vice Chancellor.
  - 16.3.5. To serve as a discussion forum to consider academic ideas, policies and procedures pertaining to the departments and university and the faculty and students.
  - 16.3.6. To make recommendations to the statutory authorities of the University such as the Board of Studies, Academic Council, Board of Management etc.
  - 16.3.7. To coordinate and evaluate academic meetings, seminars, retreat etc. conducted at the University.
- 16.4 There shall be a Board of Studies for every subject or group of subjects as may be decided by the Academic Council
- 16.4.1. The Dean of the Faculty shall be the chairperson of the Board of Studies
  - 16.4.2. The term of the Board of Studies shall be three years
  - 16.4.3. Each Board of Studies shall consist of:
    - (i) Professor(s) of the teaching department of the subject or group of subjects for which the Board is constituted to be nominated by the Vice Chancellor by rotation in order of seniority or otherwise

## First Statutes &amp; Rules

- (ii) One associate professor of the teaching department of the subject or group of subjects for which the Board is constituted to be nominated by the Vice Chancellor by rotation in order of seniority or otherwise
  - (iii) One teacher of the said subjects(s) at the associated centres of the University to be nominated by the Vice Chancellor by rotation according to seniority or otherwise
  - (iv) Provided that if the Board is constituted for a group of subjects in nominating members under (ii) and (iii) above, care shall be taken to nominate such persons that all the subjects of the group are represented
  - (v) The Board shall co-opt one or more external expert(s) of the subject. In case where the board is constituted for a group of subjects, the Board may co-opt one external expert from each subject.
- 16.4.4. Each Board shall recommend to the Academic Council the detailed curriculum for the subject leading to a certificate, diploma, graduate or postgraduate degree. It shall also identify the books and other materials, which may be consulted for preparing the courses laid down for each subject.
- 16.4.5. The Chancellor, Vice Chancellor and Registrar will be ex-officio members of their respective faculties.


# Annexure No. 12

**16.1 Strengths of the University –**

1. Strong and active sponsor body of the University (Medical Educational Trust Association Surat).
2. Strong and active Board of Governance and Board of Management.
3. Positive reputation in the external community – by the State Government and local areas.
4. Faculty and staff support the University Mission.
5. Permanent campus in 50 acres.
6. Diverse students from all the part of Northeast.
7. Hostel facilities (4) with 200 capacities.
8. The only University in the entire District.
9. Medical centre for students.
10. Active Alumni Association.
11. Active participation in social service, like blood donation and other community service.

**16.2 Weakness of the University –**

1. Located in the rural area.
2. Insufficient budget for improving Physical Infrastructure.

  
Registrar  
North East Adventist University  
Kheib: [unclear] Meghalaya