

Information under Right to Information Act, 2005

Introduction (Basic Information under RTI Act, 2005)

Background of this Handbook	The Right to Information Act, 2005.
Objectives and purpose of this Handbook	To provide information about the University and sources of information
Users of this Handbook	General Public
Organization of the information in this Handbook	As per guidelines of the UGC University: The ICFAI University, Nagaland.
Definitions	University Act: The Institute of Chartered Financial Analysts of India University (Nagaland) Act, 2006 (Act No. 2 of 2006) Act : The Right to Information Act, 2005
Contact Person	Mr. Makhan Chetia Registrar The ICFAI University Nagaland 6 th Mile, Sovima Dimapur – 797 112, Nagaland Tel: 03862- 2827662 Fax: 03862- 282762 Email: registrar@iunagaland.edu.in

Information under Right to Information Act, 2005

1. The particulars of Organization, Functions and Duties

(a) Establishment August, 2008

The Institute of Chartered Financial Analysts of India University, Nagaland (hereinafter referred to as the University) was established under the provisions of the Institute of Chartered Financial Analysts of India University (Nagaland) Act, 2006 (Act No. 2 of 2006), vide Notification No. HE/9-2/2004 (Vol.1) dated 19.06.2008 of the Government of Nagaland. The University is sponsored by the Institute of Chartered Financial Analysts of India (Icfa), a not-for-profit educational society established in 1984 under the Andhra Pradesh (Telangana Areas) Public Societies Registration Act, 1350 Fasli (Act 1 of 1350F), with the objective of imparting training in finance and management to students, working executives and professionals in India.

The University believes in creating and disseminating knowledge and skills in core and frontier areas through innovative educational programs, research, consulting and publishing, and developing a new cadre of professionals with a high level of competence and deep sense of ethics and commitment to the code of professional conduct.

A number of educational programs are offered in management, finance, banking, insurance, accounting, law, information technology, arts, commerce, education and science & technology at bachelor's and master's levels on full-time campus and distance learning formats.

(b) Mission and Objectives

Mission

Learning for Leadership

The primary mission of the ICFAI University is to create a cadre of professional men and women who have been imparted specialized skills, who have learnt to consider problems from a broad perspective and who have acquired a heightened sense of moral and social responsibility that their future positions of leadership demand of them.

To achieve these goals, the University seeks to develop and instill in its students five key characteristics:

The overall perspective which helps the students view an organization in its totality and understand that organization's position in the environment in which it operates.

Analytical and integrative skills which help the students organize information that is clear and structured, leading to accurate definition of problems, generation of creative solutions and timely implementation of a chosen approach.

Technical and functional skills which collectively comprise of professional competence in the tools and functions of business.

Integrity which can be defined as the personal business ethics that make a conscientious and competent professional a true ethical citizen.

Ethical leadership to enable them to interact transparently with a diverse range of colleagues and competitors and lead ethically in a dynamic context with distinction.

**Our Mission is :
"Learning for Leadership".**

(c) **Main activities/functions of the University**

The ICFAI University activities comprise of providing high quality and industry relevant education in the areas of Accounting, Financial Analysis and Management, Business Management, Applied Sciences and Technology, Law, Education and related areas.

1. Ph.D in Managements Studies / Management Studies (interdisciplinary)

The Doctor of philosophy (Ph.D.) degree will be awarded to those candidates who, as per the regulation, have submitted a thesis on the basis of original and independent research in the area of Management Studies or in discipline of inter-disciplinary nature that contribute to the advancement of knowledge in the area of Management and Allied disciplines.

Eligibility

For purposes of admission to the Ph.D. program a candidate should obtain Masters Degree in the discipline in which he / she wants to register for Ph.D. program with a minimum of 55% marks (5 % relaxation for SC/ST candidates) in the qualifying examinations under (10+2+3+2) system. Further as per UGC regulations, a candidates who has acquire less than 55% (50% in the SC/ST candidates) has to give an undertaking that he or she is not eligible for teaching positions. Candidates residing / working anywhere in India or abroad working in Educational or other institutions are eligible for registration. The Candidates must have a Masters Degree or M.Phil Degree in the subject of any University recognized by the University Grants Commission / Association of Indian Universities for part time / External registration for Ph.D. program offered by ICFAI University Nagaland.

Age Limit

There is no Age limit for the candidate.

2. Full Time PG Program

The MBA Program

The MBA Program of the University prepares the students with the skills, knowledge and strategic perspectives essential to the leadership of business anywhere in the world. The MBA Program is designed to provide both a portfolio of strong functional skills and the ability to apply, adapt and integrate those skills in different management settings.

Eligibility

- Graduation from any discipline with 45% and above aggregate marks.
- Final year degree students awaiting results.

Duration : Two years

Award

Successful students will receive the MBA degree from the University, subject to University regulations.

MA (Political Science)

The MA (Political Science) program is a two year degree program offered by the University with a view to impart in-depth knowledge and broad understanding of political thought and political systems of various countries. A student can opt for MA (political science) program, depending on fulfillment of certain eligibility criteria. This course aims to prepare the students in the skills require of administrative officers, diplomats, teachers, bureaucrats, political analysts and so on: an equips them to pursue PhD degree program in due course.

Eligibility:

The candidate must have passed BA (Honors in political science) with minimum 45% of marks or must have read political science as one of the elective subjects at undergraduate level and must have secure an aggregate of 45 % of marks and above at the undergraduate level.

Duration : Two years

Award

Successful students will receive the MA (political science) degree by the University, subject to fulfilling all the academic requirements.

MA (English)

The MA (English) program is a two year degree program offered by the University with a view to impart in-depth knowledge and broad understanding of English Literature in general, and the literary genre of ancient and the modern in particular. The student will have the opportunity of obtaining in-dept knowledge on ELT, media and communication and other such latest trends in English Literature A student can opt for MA (English) program, depending on fulfillment of certain eligibility criteria. This course aims to prepare the students in the skills require of playwright, novelist, literary critique, teachers, and so on: an equips them to pursue PhD degree program in due course.

Eligibility:

The candidate must have passed BA (Honors in English) with minimum 45% of marks or must have read English as one of the elective subjects at undergraduate level and must have secured an aggregate of 45 % of marks and above at the undergraduate level.

Duration : Two years

Award

Successful students will receive the MA (English) degree by the University, subject to fulfilling all the academic requirements.

3. Full time UG Program

The BBA Program

The Bachelor of Business Administration (BBA) Program is a 3 year full-time program offered by the ICFAI University with a view to impart in-depth knowledge and broad understanding of the basics of management education. The BBA Program focuses on various areas of management education and prepares students for a career in management by enabling them to progress to MBA qualification in due course.

Eligibility

- Pass in 10+2 with aggregate 40% and above (any discipline).
- Final year 10+2 students awaiting results.

Duration : Three years

Award

Students who successfully complete the BBA Program will be awarded the 'Bachelor of Business Administration' Degree by the ICFAI University.

The BCA Program

The Bachelor of Computer Applications (BCA) Program is a 3 year full-time program offered at the ICFAI University, Nagaland with a view to impart in-depth knowledge and broad understanding of the basics of information technology. The BCA Program focuses on various areas of information technology and prepares students for a career in IT by enabling them to progress to MCA qualification in due course.

Eligibility

- Pass in 10+2 with aggregate 40% and above (any discipline).
- Final year 10+2 students awaiting results.

Duration : Three years

Award

Students who successfully complete the BCA Program will be awarded the 'Bachelor of Computer Applications' Degree by the ICFAI University.

The BA (Hons.) and BA (Pass) Program:

The Bachelor of Arts (BA) program is a three year degree program offered by the University with a view to impart in-depth knowledge and broad understanding of Humanities and Social Science. A student can opt for BA (Hons) or BA (Pass) program, depending on fulfillment of certain eligibility criteria. The BA program focuses on training the students in the area of Economics, History, Political Science, Information Science, Languages, Education, Philosophy, and Soft Skills. This course aims to prepare the students in the skills of a Playwright, Administration Officers, Journalist, Orator and Creative Writer: and equips them to pursue MA Degree program in due course.

Eligibility

BA (Pass) : The candidates must have passed in 10+2 or equivalent (any discipline). Final year 10+2 students awaiting result may also apply.

BA (Honours) : The candidates must have passed in 10+2 with an aggregate of 40 % and above in the subject opting for honours or passed 10+2 with an aggregate 45 % and above (any discipline), if the student has not opted for the subject of honours at 10+2.

Duration : Three years

Honours Subject: Political Science, History and Library & Information Science.

Award

Students who successfully complete the BA (Honours) Program will be awarded the 'Bachelor of Arts' (Honours) Degree by the ICFAI University; while a student who successfully completes the BA (Pass) Program will be awarded the 'Bachelor of Arts' (Pass) Degree by the University

The B.Com (Hons.) and B.Com (Pass) Program:

The Bachelor of Commerce (B.Com) program is a three year degree program offered by the University with a view to impart in-depth knowledge and broad understanding of Accounting and Financial Management. The curriculum of B.Com Degree provides a carefully selected subject combination of Accountancy, Economics, Management and Decision Science, banking and Insurance, and Commercial Law. A student can opt for either B.Com (Hons) or B.Com (Pass) program, subject to fulfillment of certain eligibility criteria. The objective of the program is to produce graduates equips with the knowledge, skills and attitude to meet the challenges of the modern day business organization, and equips them to pursue M.Com Degree program in due course.

Eligibility

B.Com (Pass) : The candidates must have passed in 10+2 or equivalent (any discipline). Final year 10+2 students awaiting result may also apply.

B.Com (Honours) : The candidates must have passed in 10+2 with an aggregate of 40 % and above in the subject opting for honours or passed 10+2 with an aggregate 45 % and above (any discipline), if the student has not opted for the subject of honours at 10+2.

Duration : Three years

Honours Subject: Accounting & Finance.

Award

Students who successfully complete the B.Com (Honours) Program will be awarded the 'Bachelor of Commerce (Honours) Degree by the ICFAI University; while a student who successfully completes the B.Com (Pass) Program will be awarded the 'Bachelor of Commerce' (Pass) Degree by the University

3. Flexible learning Programs

UG DEGREE AND PG DEGREE PROGRAMS

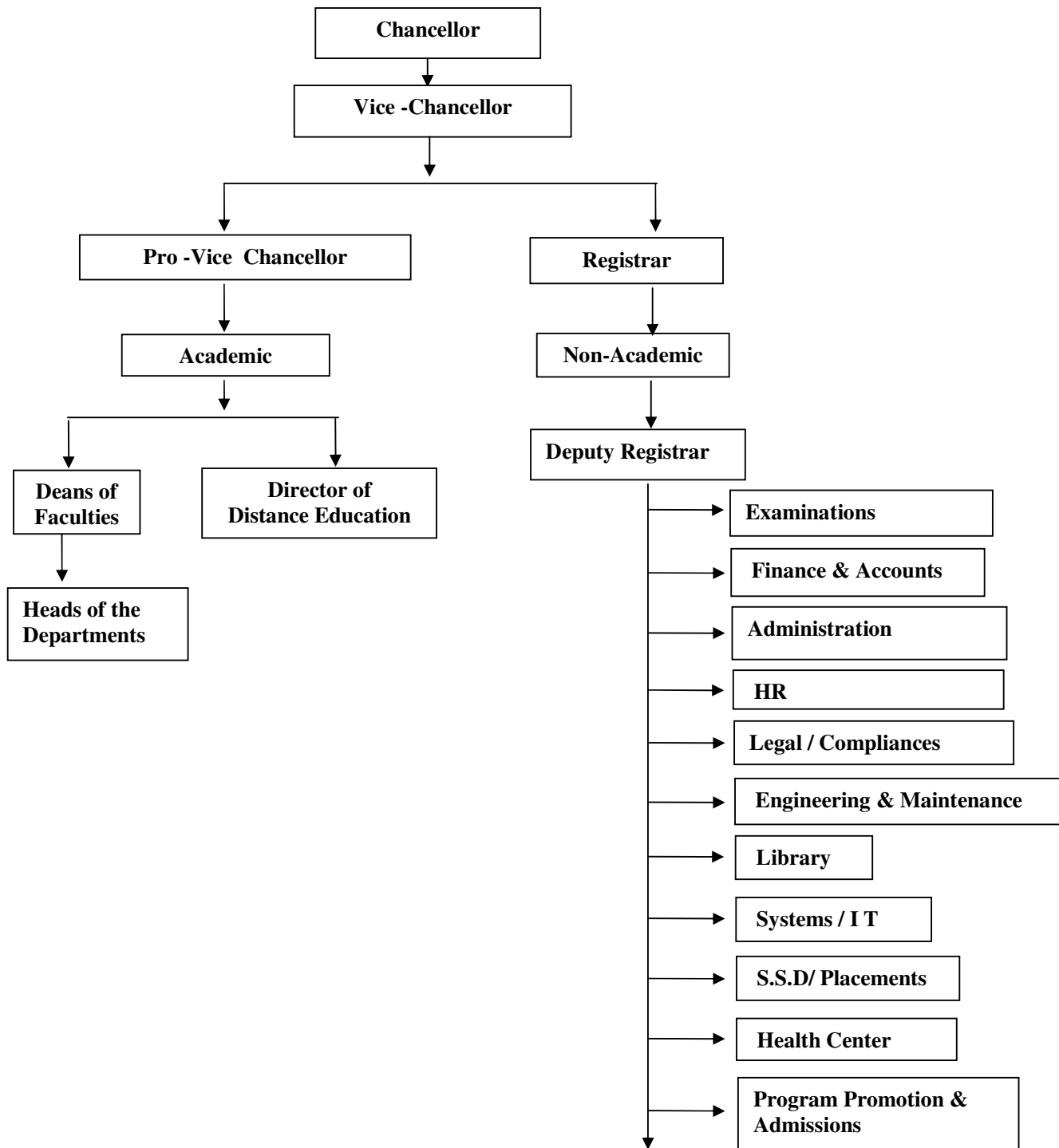
Bachelor Degree Programs

- B.B.A.
- B.S. (Banking)
- B.C.A.
- B.Sc.
- B.J.
- B.S. (Marketing)
- B.S. (Insurance)
- B.Com.
- B.G.L.
- B.S. (Finance)
- B.S. (Accounting)
- B.A.
- B.LSc.

Master Degree Programs

- M.Com.
- M.Sc.
- M.LSc.
- M.A.
- L.L.M.
- M.J.

(d). Organization chart



(e) Address of the University

The ICFAI University, Nagaland
6th Mile, Sovima
Dimapur – 797 112, Nagaland

(f) University working hours

Teaching	:	(as per academic calendar)
Administration	:	9.00 a.m. to 5.00 p.m.
Library	:	9.00 a.m. to 5.00 p.m.
Holiday	:	Second Saturdays, Sundays and Public Holidays

List Of Public Holidays (12 Days)

1. New Year Eve
2. Holi
3. Good Friday
4. Id-UI-Fitr
5. Independence Day
6. Gandhi Jayanti
7. Dussehra
8. Diwali
9. Guru Nanak Birthday
10. State Inauguration Day
11. Christmas
12. Optional Holiday.

Academic Calendar (2014 – 2015)

Program	UG / PG
Semester- I,III,V Registration and Reporting day	1st August 2014
Preparatory Classes	15 th July-31 st July 2014
Regular classes	1 August 2014
C1 (Test)	8th September 2014
Fresher's day- cum-management fest(BizHorn)	September 26-27, 2014
C1 marks declaration	25 th September 2014
University Foundation day-cum-NJY memorial lecture	October 8,2014
C2(Test)	13October-23th October 2014 2012
C2 marks declaration	30 th October 2014
Advent Christmas programme	December 5,2014
End Semester Examination starts	8 th December 2104
End Semester Examination end	18 th December 2014
End Semester results	18 th January 2014
Winter Break	19 th December 2014-1 st January 2015
Semester-II,IV,VI registration and Reporting Day	2nd January 2015
Regular classes	2 nd January 2015
C1(Test)	3 rd February -13 th February 2015
Annual Games & Sports: Literary & Culture Activities, and NJY Memorial Volleyball Trophy(Icfaifest)	February 17-21,2015
C1 marks declaration	20 th February 2015
C2(Test)	16 th March-25 th march 2015
Farewell to outgoing students (Sayonara)	28 th March,2015
C2 marks declaration	1 st April 2015
End Semester Examination starts	4 rd April 2015
End Semester Examination end	14 th may 2015
End Semester Results	15 th June 2015
Summer Project/SIP Starts	20 th May 2015
Summer Project/SIP Ends	14 th July 2015
Summer Break	16 th July to 31 st
Registration and Reporting day for the next semester	3 rd August 2015

NB: This calendar is subjected to alteration, in case of unexpected events/campus activities (such as seminar, VIP visits, workshops etc).

Time Table for Daily Classes for the session 2013-2014

Days	Time Class	9 am to 10 am	10 am to 11am	11 am to 11:15	11:15 am to 12:15 pm	12:15 pm to 1 pm	1 pm to 2 pm	2 pm to 3 pm	3 pm to 4 pm
M O N D A Y	BBA - I	L.S - I (Kevizono)	M.E. (Aosenla)		F.A. - I (T.D.Gupta)		POM (N.Theyo)		
	BCA - I		I.T.T (Kamal)		P & S (R.Panda)				
	B.Com - I		B.Stats (S.M.)		F.A. - I (Ajay)				
	B.A. - I	His./Pol.Sc.(Hon) (R.Longchar/ A.Kikon)	English Prose (Kevizono)		Philosophy (C.P.Alexander)		Pol.Sc (A.Kikon)	M.Eco (Aosenla)	Education (Retongkokla)
	BBA - III	MKM - I (B.Aier)	O.B. (V.Sagar)		S.Skills - I (A.Khatso)				
	BCA - III	DBMS (O.B.Singh)	O.Research (R.Panda)		D.S.A. (R.Bhuyan)		O.O.P. (O.B.Singh)		
	BBA - V	C.Affairs (Aosenla)	B.Environment (N.Theyo)		C.Behaviour (B.Aier)				
	BCA - V		T.O.C. (O.B.Singh)		STQM (Kamal)		DCCN (R.Bhuyan)		
T U E S D A Y	BBA - I	L.S - I (Kevizono)	M.E. (Aosenla)	T E A	B.Stats (S.M.)	L U C H			
	BCA - I		C. Fundtls (O.B.Singh)		Maths (R.Panda)				
	B.Com - I		B.Stats (S.M.)		B.Eco (Aosenla)				
	B.A. - I	His./Pol.Sc. (H) (R.Longchar/ A.Kikon)	History (R.Longchar)		Philosophy (C.P.Alexander)		M.Eco (Aosenla)	Pol.Sc (A.Kikon)	English Prose (Kevizono)
	BBA - III	MKM - I (B.Aier)	S.Skills - I (A.Khatso)		T.R.W. (Kevizono)		M.Accting (Ajay)		
	BCA - III	DBMS (O.B.Singh)	O.Research (R.Panda)		B.Environment (N.Theyo)		S.A.D. (Kamal)		
	BBA - V	B.S.P (V.T.Vasan)	C.Behaviour (B.Aier)		T.O.C. (O.B.Singh)		S.Mgmt (B.Aier)		
	BCA - V	STQM (Kamal)	J.Prog. (V/F)		F.A. - I (T.D.Gupta)				
W E D N E S D A Y	BBA - I	L.S - I (Kevizono)	I.C. (V/F)	B R E A K	I.T.T (Kamal)	B R E A K	B.Stats (S.M.)		
	BCA - I		Maths (R.Panda)		B.Eco (Aosenla)				
	B.Com - I		F.A. - I (Ajay)		History (R.Longchar)				
	B.A. - I	His./Pol.Sc. (H) (R.Longchar/ A.Kikon)	M.Eco (Aosenla)		T.R.W. (Kevizono)		English Prose (Kevizono)	Education (Retongkokla)	
	BBA - III	O.B. (V.Sagar)	B.Law - I (N.Theyo)		B.Environment (N.Theyo)		MKM - I (B.Aier)		
	BCA - III	S.A.D. (Kamal)	O.O.P. (O.B.Singh)		J.Prog. (V/F)		DBMS (O.B.Singh)		
	BBA - V	P. Mgmt (S.Kumar)	S.Mgmt (B.Aier)		F.A. - I (T.D.Gupta)		C.Affairs (Aosenla)		
	BCA - V	DCCN (R.Bhuyan)	MCWML (Kamal)		I.T.T (Kamal)				
T H U R S D A Y	BBA - I	B.Stats (S.M.)	I.C. (V/F)	K	F.A. - I (T.D.Gupta)	K	POM (N.Theyo)		
	BCA - I	C. Fundtls (O.B.Singh)	P & S (R.Panda)		I.T.T (Kamal)				
	B.Com - I	IFS (Hons) (T.D.Gupta)	B.Eco (Aosenla)		F.A. - I (Ajay)		B.Stats (S.M.)		
	B.A. - I	History (R.Longchar)	Philosophy (C.P.Alexander)		M.Eco (Aosenla)		Pol.Sc (A.Kikon)	Education (Retongkokla)	
	BBA - III	B.Law - I (N.Theyo)	M.Accting (Ajay)		T.R.W. (Kevizono)		O.B. (V.Sagar)		
	BCA - III	O.Research (R.Panda)	D.S.A. (R.Bhuyan)		P. Mgmt (S.Kumar)				
	BBA - V	S.Mgmt (B.Aier)	B.S.P (V.T.Vasan)		T.O.C. (O.B.Singh)				
	BCA - V	DCCN (R.Bhuyan)	MCWML (Kamal)		B.Stats (S.M.)		M.E. (Aosenla)		
F R I D A Y	BBA - I	POM (N.Theyo)	I.C. (V/F)		C.Fundtls (O.B.Singh)		Maths (R.Panda)		
	BCA - I		P & S (R.Panda)		F.A. - I (Ajay)		B.Stats (S.M.)		
	B.Com - I		IFS (Hons) (T.D.Gupta)		B.Eco (Aosenla)		History (R.Longchar)	Education (Retongkokla)	Pol.Sc (A.Kikon)
	B.A. - I	His./Pol.Sc. (H) (R.Longchar/ A.Kikon)	Philosophy (C.P.Alexander)		B.Law - I (N.Theyo)				
	BBA - III	M.Accting (Ajay)	S.Skills - I (A.Khatso)		S.A.D. (Kamal)				
	BCA - III	D.S.A. (R.Bhuyan)	O.O.P. (O.B.Singh)		C.Affairs (Aosenla)		P. Mgmt (S.Kumar)		
	BBA - V	B.S.P (V.T.Vasan)	C.Behaviour (B.Aier)		MCWML (Kamal)				
	BCA - V	J.Prog. (V/F)	STQM (Kamal)						

Time Table for Daily Classes for the session 2013-20143 (MBA Program)

Days	Time Class	9 am to 10 am	10 am to 11am	11 am to 11:15	11:15 am to 12:15 pm	12:15 pm to 1 pm	1 pm to 2 pm	2 pm to 3 pm	3 pm to 4 pm
M O N	MBA - I	Q.Technique (S.M)	M.M - I (W.Imchen)		M.E. - I (S.M)		B.Com (A.Khatso)	A.M. (Ajay)	O.B. (V.Sagar)
	MBA - III	B.Strgy - I (V.T.Vasan)	R.Mgmt (B.Aier)		B2B (V.Sagar)		Service Mkting (V.T.Vasan)	S.M.M (W.Imchen)	
T U E	MBA - I	Q.Technique (S.M)	F.M. - I (S.Kumar)		A.M. (Ajay)		O.B. (V.Sagar)	M.E. - I (S.M)	ISM (R.Bhuyan)
	MBA - III	MCS (Ajay)	R.Mgmt (N.Theyo)		B2B (V.Sagar)		Service Mkting (V.T.Vasan)		
W E D	MBA - I	M.E. - I (S.M)	B.Com (A.Khatso)		F.M. - I (S.Kumar)		A.M. (Ajay)	M.M - I (W.Imchen)	
	MBA - III	S.M.M (W.Imchen)	B2B (V.Sagar)		MCS (Ajay)		S.S. Lab II (A.Khatso)	B.Strgy - I (V.T.Vasan)	
T H U R	MBA - I	O.B. (V.Sagar)	F.M. - I (S.Kumar)		B.Com (A.Khatso)		ISM (R.Bhuyan)	Q.Technique (S.M)	
	MBA - III	MCS (Ajay)	S.S. Lab II (A.Khatso)		B.Strgy - I (V.T.Vasan)		S.M.M (W.Imchen)		
F R I	MBA - I	M.E. - I (S.M)	A.M. (Ajay)		ISM (R.Bhuyan)		B.Com (A.Khatso)	F.M. - I (S.Kumar)	
	MBA - III	S.S. Lab II (A.Khatso)	B2B (V.Sagar)		Service Mkting (V.T.Vasan)		R.Mgmt (B.Aier)	B.Strgy - I (V.T.Vasan)	
SAT	MBA - I	Q.Technique (S.M)	M.M - I (W.Imchen)		O.B. (V.Sagar)		ISM (R.Bhuyan)		
	MBA - III	R.Mgmt (N.Theyo)	Service Mkting (V.T.Vasan)		S.M.M (W.Imchen)		MCS (Ajay)		

Information under Right to Information Act, 2005

2. The powers and duties of Officers and Employees

Officers of the University

(as per the University Act)

- 10 The following shall be the officers of the University:
- (a) The Chancellor;
 - (b) The Vice-Chancellor;
 - (c) The Registrar;
 - (d) The Finance Officer; and
 - (e) Such other officers as may be declared by the Statutes to be officers of the University.
12. (1) The Sponsor shall, with the prior approval of the Visitor appoint a person suitable to be appointed as the Chancellor of the University.
- (2) The Chancellor so appointed shall hold the office for a period of five years.
 - (3) The Chancellor shall be the head of the University.
 - (4) The Chancellor shall preside at the meeting of the Board of Governors and shall, when the Visitor is not present, preside at the convocation of the University for conferring Degrees, Diplomas, Charters, Designations or Certificates.
 - (5) The Chancellor shall have the following powers, namely:-
 - (a) To call for any information or record;
 - (b) To appoint the Vice-Chancellor;
 - (c) To remove the Vice-Chancellor;
 - (d) Such other powers as may be conferred on him by this Act or the Statutes made there under.
13. (1) The Vice-Chancellor shall be appointed on such terms and conditions as may be prescribed by the statutes.
- (2) The Vice-Chancellor shall be appointed by the Chancellor from a panel of three persons recommended by the Board of Governors and shall hold office for a term of four years;
Provided that, after expiration of the term of four years, the Vice-Chancellor shall be eligible for reappointment for not more than one other term.
 - (3) The Vice-Chancellor shall be the Principal executive and academic officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of the authorities of the University.
 - (4) 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 the matter to such officers or authority as would have in the ordinary course dealt with the matter;
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;
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 three months from the 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.

- (5) If, in the opinion of the Vice-Chancellor, any decision of any authority of the University is outside the powers conferred by this Act, Statutes or is likely to be prejudicial to the interest of the University, he shall request the authority concerned to revise its decision within seven days from the date of his decision 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 and his decision thereon shall be final.
 - (6) The Vice-Chancellor shall exercise such other powers and perform such other duties as may be laid down by the Statutes or the Rules.
 - (7) The Vice-Chancellor shall preside at the convocation of the University in the absence of both the Visitor and the Chancellor, for conferring degrees, diplomas, charters, designations or certificates.
 - (8) The Chancellor is empowered to remove the Vice-Chancellor after due enquiry and 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.
14. Deans of faculties shall be appointed by the Vice-Chancellor in such manner and shall exercise such powers and perform such duties as may be prescribed by Statutes.
15. (1) The appointment of the Registrar shall be made in such manner as may be prescribed by the Statutes.
- (2) All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.
 - (3) The Registrar shall exercise such other powers and perform such other duties as may be prescribed or may be required from time to time, by the Board of Governors.
 - (4) 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 their business.
 - (5) The Registrar shall exercise such powers and perform such duties as may be prescribed by the Statutes.
16. The Finance Officer shall be appointed by the Board of Governors in such manner and shall exercise such powers and perform such duties as may be prescribed.
17. The manner of appointment, terms and conditions of service and powers and duties of the other officers of the University shall be such as may be prescribed.
39. **Notwithstanding anything contained in any other provisions of this Act and the Statutes,**
- (a) The first Vice-Chancellor shall be appointed by the Chancellor and the said officer shall hold office for a term of three years;
 - (b) The first Registrar and the first Finance Officer shall be appointed by the Chancellor who shall hold office for a term of three years;

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3. Procedure followed in the decision-making process, including channels of supervision and accountability.

Decisions in various matters are taken by the appropriate authorities of the University as per the various provisions of the Act, Statutes, and Rules of the University.

4. The Norms set by it for the discharge of its functions.

Norms and standards for various programmes of the University are set by the respective Academic Committees which also monitor the various academic programmes, and in accordance with the guidelines prescribed by the various authorities.

5. The Rules, Regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.

A. The Institute of Chartered Financial Analysts of India University (Nagaland) Act, 2006

B. First Statutes

C. Rules

Information under Right to Information Act, 2005

6. A statement of the categories of documents that are held by it or under its control.

- (a) The Institute of Chartered Financial Analysts of India University (Nagaland) Act, 2006, First Statutes and Rules of the University.
- (b) ICFAI University Brochure/ Prospectus
- (c) Calendar of Programs
- (d) Library Books

7. Particulars of any arrangements that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof

The ICFAI University is a private self-financed University. It is functioning strictly in accordance with the provisions of the University Act.

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- 8. A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;**

Authorities of the University

(as per the University Act)

1. The following shall be the authorities of the University, namely:
 - (a) The Board of Governors;
 - (b) The Board of Management;
 - (c) The Academic Council;
 - (d) The Finance Committee; and
 - (e) Such other authorities as may be declared by the Statutes to be the authorities of the University.
2. (1) The Board of Governors shall consist of the following:
 - (a) The Chancellor
 - (b) The Vice-Chancellor
 - (c) Four persons nominated by the Sponsor;
 - (d) Two representative of the State Government
 - (e) An educationist of repute to be nominated by the State Government;
 - (f) One Academician to be nominated by the Visitor.
 - (2) The Chancellor shall be the Chairman of the Board of Governors.
 - (3) The Registrar shall be the *ex-officio* Secretary of the Board of Governors.
 - (4) The Board of Governors shall be the supreme authority and principal governing body of the University and shall have the following powers, namely:
 - (a) To appoint the Statutory Auditors of the University;
 - (b) To lay down policies to be pursued by the University
 - (c) To review decisions of the other authorities of the University if they are not in conformity with the provisions of this Act, or the Statutes or the Rules;
 - (d) To approve the budget and annual report of the University;
 - (e) To make new or additional Statutes and Rules or amend or repeal the earlier Statutes and Rules;
 - (f) To take decision about voluntary winding up of the University;
 - (g) To approve proposals for submission to the State Government; and
 - (h) To take such decisions and steps as are found desirable for effectively carrying out the objects of the University;
 - (5) The Board of Governors shall meet at least twice in a calendar year at such time and place as the Chancellor may fix.
3. (1) The Board of Management shall consist of:
 - (a) The Vice-Chancellor;

- (b) The Registrar;
- (c) Three persons nominated by the Sponsor;
- (d) Two Deans of the faculties as nominated by the Chancellor;
- (e) Two representatives to be nominated by the State Government;
- (2) The Vice-Chancellor shall be the Chairperson of the Board of Management and the Registrar shall be the Secretary of the Board of Management.
- (3) The powers and functions of the Board of Management shall be such as may be prescribed.
- (4) The Board of Management shall meet as often as required.
4. (1) The Academic Council shall consist of:
 - (a) The Vice-Chancellor - Chairman
 - (b) The Registrar - Secretary
 - (c) Such other members as may be prescribed by the Statutes.
- (2) 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.
5. (1) The Finance committee shall consist of:
 - (a) The Vice-Chancellor - Chairman
 - (b) The Registrar - Secretary
 - (c) The Finance Officer
 - (d) Such other members as may be prescribed in the Statute
- (2) The Finance Committee shall be the principal financial body of the University to take care of financial matters and shall, subject to the provisions of this Act, Statutes and Rules, co-ordinate and exercise general supervision over the financial matters of the University.
6. The Constitution, powers and functions of the other authorities of the University shall be such as may be prescribed.
7. 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 any authority.
8. **Notwithstanding anything contained in any other provisions of this Act and the Statutes,**
 - (c) The first Board of Governors shall hold office for a term not exceeding three years;
 - (d) The first Board of Management, the first Finance Committee and the first Academic Council shall be constituted by the Chancellor for term of three years.

a) Board of Governors

Members	
01	Prof. Y.K Bushan, Chancellor- Chairman
02	Dr.(Col) VRK Prasad, Vice Chancellor
03	Prof. Ajay Pathak, IBS Kolkata.
04	Dr. TRK Rao.
05	Mr. J.P. Ramappa.
06	Principal Secretary/ Commissioner & Secretary/ Secretary Dept. of Higher Education Government of Nagaland
07	Director, Higher Education Government of Nagaland
08	Mr. Pheluofhelie Keziezie, Educationist, Nominee of the State Govt.
09	Fr. Abraham Lotha, Nominee of the Visitor.
10	Mr.Makhan Chetia, Registrar

b) Board of Management

Members		
01	Dr. (Col) VRK Prasad, Vice Chancellor	- Chairman
02	Dr. C.P Alexander, Pro-Vice Chancellor	
03	Prof. Durga Rani Sinha, IBS Kolkata	
04	Prof. Subir Sen, IBS Kolkata	
05	Prof. Dipankar Dey, IBS Kolkata	
06	Dr. P.Venkat, IBS HQ	
07	Mr. Makhan Chetia, Registrar, IUN	
08	Deputy Director, Department Higher Education, Kohima	
09	Under Secretary, Department of Higher and Technical Education, Kohima	

c) The Academic Council

Members		
01	Dr. (Col) VRK Prasad, Vice Chancellor	- Chairman
02	Dr. C P Alexander, Pro-Vice Chancellor	
03	Mr. Makhan Chetia, Registrar	
04	Prof. J.P. Ramappa, Vice-Chancellor ICFAI University Mizoram	
05	Dr. P.Venkat, IBS HQ	
06	Mr. Santosh Kumar, HoD, Commerce, Dept.	
07	Ms Wapangsenlan Imchen, HoD, Management	
08	Ms. Azono Khatso, HoD English	
09	Mr. Rupankar Bhuyan, HoD, IT & Maths	
10	Fr.(Dr) Vincent, Prof. & Rector, Salesian College of Higher Education	
11	Mr. P.Leonard Aier, Principal City Law College	

d) The Finance Committee

Members		
01	Dr. (Col) VRK Prasad, Vice Chancellor	- Chairman
02	Mr. Makhan Chetia, Registrar	
03	Mr. V. Bharadwaja, Finance Officer	
04	Ms. C Padmavathi, Nominee of the Sponsor	

The meetings of the Board of Governors, Board of Management, Academic Council, Finance Committee and Research Committee are not open for public. Hon'ble members of those committees only attend the meetings. The minutes of such meetings are not accessible to public; they are circulated among the members only.

d) Placement Cell

The University gives utmost importance to assist students in getting suitable placements after successful completion of the program.

The placement team looks after the placement activities on a full-time and continuous basis. Staffed by senior professionals and placement executives, the placement team initiates and maintains the University-Industry dialogue and manages the summer internship program and final placement activities. The team evaluates student performance levels and ensures relevant preparation for their corporate placements. Working both at the supply and demand sides of the placement, the team plays the vital intermediary role of matching academic excellence and industry expectations.

e) Advisory Committee:

The Board of Management may, with the concurrence of the chancellor, appoint an advisory Committee consisting of five members for the purpose of providing advice to the Board of management in matters relating to the conduct of various affairs of the University.

The Board of management may define the functions, and powers while establishing such committees.

Information under Right to Information Act, 2005

9. A Directory of Officers and Employees

Contact details of the Officers and Employees	The ICFAI University, Nagaland 6 th Mile, Sovima. Dimapur – 797 112 Nagaland Tel: 03862- 282762 Fax: 03862- 282762 Email: info@iunagaland.org
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Administration

SI No.	Name of the Officer	Designation	Contact Details
1	Dr. (Col) VRK Prasad	Vice Chancellor	09848198384
2	Mr. Makhan Chetia	Registrar	09612907429
3	Mr. Khrieketu Kuotsu	Exam Cordinator	9856261267
4	Mr. Benrithung Jami	Dy. Manager (Administration)	9612300168
5	Mr. Sibum Chetia	AAO Asst. Administration	9856784603
6	Ms. Chonbeni Jami	Student Advisor	09089748544
7	Mr. Biswajit Das	Assistant Accounts Officer	09436831353
8	Ms. Petevizo Angami	Executive Exam & Library	08794490653
9	Mr. Paramjinang Moita	Asst. Librarian	8794913238
10	Ms. Yeangao Konyak	Dy. Manager (Placement)	9612804558
11	Ms. Renbeni Ezung	Assistant Manager (Placement)	08413818367
12	Er. Aying Longchar	Campus Maintenance Engineer	9612584622

Faculty

Sl. No.	Name	Qualifications			Experience in Years
		Degrees	Institution / University	Year	
1	Dr. C.P.Alexander	MA, (Philosophy)	NEHU, Shillong	1990	22 years
		M.Phil (Psycho Analysis)		1993	
		PhD (Psycho Therapy)		1995	
		MD (Homeo)		1998	
		PGDHH	British Inst. Of Homeo Therapy, London Apollo Hospitals, Hyderabad	2006	
2	Dr.Kevizonuo Kuolie	MA (Eng.)	Nagaland University	2005	3 Years
		Ph.D	Nagaland University	2011	
		NET			
3	Dr. Resenmenla Lonchar	MA (Hist.)	Hyderabad University	2004	1 year
		Ph.D	Hyderabad University	2012	
		M.Phil, NET	Hyderabad University	2006	
4	Mr. Rupanka Bhuyan	M.C.A.	Allahabad Agricultural Institute (Deemed University)	2005	11 years
		'A' Level	DOEACC	2002	
		STC (Embedded systems)	Tezpur University.	2008	
5	Ms. Azono Khatso	MA (Eng.)	NEHU (Shillong)	1997	16 years
6	Ms. Wapangsenla Imchen	MBA, NET	Tilak Maharastra Vidyapeeth	2007	5 years
7	Mr.O. Bhopen Singh	MCA.	Manipur University	1999	8 years
8	Ms. Vindhya Sagar	MBA	IASE University	2007	4 years
9	Mr. Sumanta Mahapatra	MA (Eco), M. Ed	Utkal University	1997	17 years
			Berhampur University	1998	
10	Mr.Santosh Kumar	M.Com, NET	Madhurai Kamraj University	2006	7 years
11	Mr.Ajay Chakroborty	M.Com	Dibrugarh University, Assam	2005	9 Years
12	Mr.V. T. Vasagan	MBA,	Dibrugarh University	2009	16 years
		MA,	Madhurai Kamraj University	1995	
		B.Ed.	Nagaland University	1998	
13	Ms. Bendangienla Aier	MBA, NET	ICFAI University Nagaland	2011	2 years

14	Mr. Neisal Theyo	MBA (HRM)	SETAM, Nagaland University	2012	2 years
15	Mr. Kamal	B.Tech (cse)	BPUT, Orissa	2009	4 Years
16	Ms. Aosenla	MA (Eco.)	Hyderabad University	2011	1 year
17	Ms. Retongkokla	MA (Edu.) B.Ed	Nagaland University Nagaland University	2009 2010	3 years
18	Mrs. Rashmi Ranjita Pande	M.Sc (Maths) B.Ed.	FM University, Orissa Nagaland University	2005 2012	7 years
19	Mrs. Achilo Kikon	MA (Pol.Sc)	NEHU	2003	3 years
20	Ms. Kaini Lokho	M.Phil, MA (Pol.Sc.)	CPS / SSS, JNU Jamia Millia Islamia	2008 2006	2 years
21	Ms. M Rovikotuo Yhoshu	M.Phil, MA, (Philo.) NET	University of Hyderabad University of Hyderabad	2010 2008	1 year
22	Ms. Temsurenla Ozukum	M.Phil MA, (Eng.) NET	University of Hyd. University of Hyd.	2009 2007	1 Year
23	Mr. Sanjib Das	B.Tech (Computer) JRF-NET	NEHU	2013	1 year
24	Ms. Tapashi Das Gupta	M.Com	Assam University	2011	1 Year

Other Office Staffs :

SI No.	Name	Designation
1	Mr. Aboto	Office Boy
2	Mr. Merithung Jami	Office Boy
3	Mr. Bijay Chetri	Electrician cum Plumber
3	Ms. Sadana	Sweeper
4	Mrs. Sabitri	Sweeper
5	Mrs. Lila	Sweeper

Information under Right to Information Act, 2005

10. The Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations

The pay scales of the various teaching and non-teaching staff are in accordance with UGC guidelines / norms, wherever applicable.

Regarding employees salary structure details, it will be furnished directly by the Sponsoring ICFAI Society from Hyderabad since revised salary structure now being under consideration'.

11. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

The ICFAI University is a self-financed statutory authority, which avails no grants either from the State or the Central Government. The University has no agencies.

Budget for the year 2013-14

Proposed Revenue Expenditure for the year 2013-14

(Rs.lakhs)	
EXPENDITURE	
Academic Expenses	5.00
Admission & Enrollment Expenses	15.00
Human Resource Expenses	95.00
Building Rent and Maintenance	5.00
Printing and Stationery	1.50
Travelling and Conveyance	5.00
Postage /Telephone / Internet	5.00
Other Administration Expenses	12.00
Fee Concession / Merit Scholarship	16.00
Legal, Professional and Audit Fee	2.50
Board Meeting Expenses	1.50
Interest on bank Loan	117.20
Depreciation	50.00
Total Expenditure	330.70

Proposed Capital Expenditure for the year 2013-14

Particulars	Rs. lakhs
Furniture and Fixtures	1.00
Office Equipments	2.00
Sports Equipment	2.00
Electrical installations	1.00
Computers	3.00
Library Books	1.00
Total Capital Expenditure	10.00

12. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;

The ICFAI University is a private self-financed University and no subsidies are received or executed by the University.

13. Particulars of recipients of concessions, permits or authorizations granted by it;

Scholarships:

Rules and regulations for Financial Assistance

- i. The Registrar shall cause the rules for the fixation of fee and rules for the grant of scholarships to be made, and present the same for approval of the Board of Governors at the earliest opportunity.
- ii. The Finance Committee may decide on the fee payable for each of the programs of the University and the grant of scholarships, keeping in view the recommendations of the Academic Council and the Rules framed for the purpose.

The provisions in the First Statutes shall apply to the students who are distinctly meritorious in their specific streams.

In addition to the merit scholarships given by the University, the students of the University have been receiving Post Metric Central Scholarship from Government of Nagaland through Directorate of Higher Education.

ICFAI University, Nagaland
6th Mile, Sovima, Dimapur-797 112, Nagaland
Tel: 03862-282762 Website: www.iunagaland.edu.in

Information under Right to Information Act, 2005

14. Details in respect of the information, available to or held by it, reduced in an electronic form;

All relevant information about the University activities are available on the website, www.iunagaland.edu.in and E-prospectus

Informations and Activities available on the website are :

- i) Gazette Notifications
- ii) Regulatory approval of UGC.
- iii) Infrastructure
- iv) Programs
- v) Admissions
- vi) Placements
- vii) Events / Campus Activities.

15. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;

Information about the University is available for public at :

- a)** Website : www.iunagaland.edu.in
- b)** Notice Board of the University.
- c)** Reception of the University during Office hours (9 AM to 5 PM)

Information under Right to Information Act, 2005

16. The names, designations and other particulars of the Public Information Officers;

APPELLATE AUTHORITY

Dr. (Col) VRK Prasad

Vice Chancellor

The ICFAI University

6th Mile, Sovima,

Dimapur - 797112

Nagaland

Email: info@iunagaland.org

Contact No: 09848198384

PUBLIC INFORMATION OFFICER

Mr. Makhan Chetia

Registrar

The ICFAI University

6th Mile, Sovima,

Dimapur - 797112

Nagaland

Email: info@iunagaland.org

Information under Right to Information Act, 2005

- 17. Such other information as may be prescribed and thereafter update these publications every year;**

Information often required by students, staff and citizens are available on the website of the University, updated from time to time.

www.iunagaland.edu.in