

THE SIXTEENTH STATUTES OF THE UNIVERSITY

Statutes regarding the establishment of The Institute of Disaster Management and Vulnerability Studies

1. (1) The University of Dhaka shall establish an institute named-Institute of Disaster Management and Vulnerability Studies as a constituent Institute with an independent Board of Governors.
- (2) The Institute of Disaster Management and Vulnerability Studies will be established on the [date] by converting the erstwhile Centre for Disaster and Vulnerability Studies (CDVS) with all its assets, properties, sanctioned posts for part-time teachers, officers and employees into a constituent Institute of the University.
- (3) The service of the teachers, officers and other employees of the erstwhile Centre for Disaster and Vulnerability Studies shall be deemed to be continuous from the date of their joining the Centre, on the same terms and conditions applied during their last appointment.

2. **Aims and Objectives:**

The aims and objectives of the Institute shall be -

- i. to offer/provide and promote facilities for graduate and post graduate, M Phil, and PhD program and research in the major areas of climate change, disaster management and vulnerability; women and Children's vulnerability; poverty and vulnerability; trafficking of women and children, and vulnerability of indigenous communities, different sub-cultures and minorities etc.
- ii. to provide teaching, training and guidance in order to prepare graduates for the Degree of Bachelor of Disaster Management(BDM), Master of Disaster Management (MDM), Master of Philosophy (M.Phil) and Doctor of Philosophy in Disaster Management and Vulnerability Studies;
- iii. to provide short term five weeks and three months Post-graduate Certificate Course in disaster management and Nine month's Post-graduate diploma program in Disaster Management;
- iv. to conduct research studies in the areas of disaster, climate change, poverty, indigenous community, gender, minority, trafficking and vulnerability issues;
- v. to facilitate field based research and field work for the students of Post-Graduate Diploma, BDM, MDM, M.Phil and PhD on climatic variability , disaster, health, socio-economic and environmental vulnerability; poverty, trafficking of women and children related issues;
- vi. to act as think tank for the government and semi-government organizations, development partners, researchers, and international collaborators on climate change ,disaster, poverty, environment, trafficking of women and children and vulnerability related development policy, planning and development program.;
- vii. to organize national, regional and international seminars, symposiums, workshops and policy dialogues on climate change, disaster, poverty and vulnerability of indigenous community;
- viii. to encourage collaborative research among the academics, development practitioners, NGOs, development partners for evolving policies and

- strategies for the better management of climate change, disasters, poverty, trafficking of women and children and vulnerability of indigenous community;
- ix. to conduct research on climate change, disaster and vulnerability issues and dissemination of information, which would help in bridging the gap between researchers, development partners and practitioners;
 - x. to organize action-oriented program and research to address the vulnerability of climate change and disaster affected people at the grassroots level;
 - xi. to conduct training program in relevant areas of climate change and disaster, trafficking and poverty for sharing practical knowledge and experiences related to vulnerability of women and children, minority; sub-culture and most disadvantaged groups of climate and disaster affected people;
 - xii. to identify the pressing needs for flood affected families, especially women, disabled, elders, minorities and children;
 - xiii. to strengthen academic links, cooperation, and exchanges between universities and research institutes of different countries;
 - xiv. to disseminate knowledge and information on relevant issues through conducting research, publication of journal, books, research monograph, study modules, lecture series, report and newsletter etc.;
 - xv. to establish and maintain a library and provide information services, electronic resources, web-site, documentation facilities on climate change and disaster, vulnerability and related areas;
 - xvi. to facilitates fellowship, scholarship, grants, remuneration, awards and recognition to expedite and ventilate the activities of the Institute;
 - xvii. to explore the funds from national and international sources in promoting the Institute's objective, and to accept grants, donations etc. and to borrow and invest money for the sustainability of the Institute;
 - xviii. to construct, maintain, alter, improve and develop related infra-structural development necessary or convenient for the development of the Institute;
 - xix. to conduct research on the vulnerabilities of indigenous people in the context of social, economic, political, cultural, legal and psychological aspects;
 - xx. to examine and explore the impacts of climate change and green house effects on the most disadvantaged group of people in developing countries including Bangladesh;
 - xxi. to conduct research on the impact of salinity on the livelihoods of coastal people in Bangladesh;
 - xxii. to conduct research on the impacts of Sidr, Tsunami, Aila etc. on the ecology, environment, biodiversity and human society etc;
 - xxiii. to assess the livelihoods' resilience of coastal people due to changing ecology, environment and biodiversity due to climate change;
 - xxiv. to examine the nature of vulnerabilities of poor, women, children, elders, disables due to the arsenocosis problems;
 - xxv. to assess the nature of gender dimensions of vulnerabilities due to munga and other disasters; and
 - xxvi. to implement all such programs lawfully as deemed to be conducive for attaining the goals of the Institute.

3. (1) Constitution of Board of Governors

- i. the Vice-Chancellor, University of Dhaka – Chairman;
- ii. the Pro-Vice Chancellor (Academic), University of Dhaka,
- iii. the Treasurer of the University of Dhaka;
- iv. one representative of the Syndicate of the University of Dhaka;
- v. one nominee of the Academic Council from its member;
- vi. one representative from the teachers of the Institute;
- vii. the Dean, Faculty of Social Sciences, University of Dhaka;
- viii. the Director or the representative of the Institute of Water and Flood Management, BUET;
- ix. Secretary or the nominee of the Ministry of Food and Disaster Management, Peoples' Republic of Bangladesh
- x. The Director of the Institute (he will also work as the Secretary of the Board Governors)

Terms:

- (2) Five members shall form the quorum for the meetings of the Board of Governors.
- (3) The term of office of the members shall be of two years but they shall continue in office till their successor(s) enter upon the office.
- (4) The Board of Governors shall ordinarily meet at least once in three months and report the proceedings to the syndicate.

Power of the Board of Governors:

- (5) The Syndicate may delegate to the Board of Governors such academic, administrative and financial powers in respect to the Institute as may be necessary for its proper and efficient functioning including, in particular, the following powers:-
 - i. to consider the annual academic courses and programs and budget estimates of the Institute as prepared by the Director and to approve, reject or refer those back to the Director for such modifications as the Board of Governors may suggest;
 - ii. Subject to the provisions of the Sections 8 and 11 to appoint teachers and officers of the Institute at the rank and scale of pay not below that of other teachers and officers of the University;
 - iii. to establish the Academic Board/Committee of the Institute;
 - iv. to frame the required rules and regulations as may be considered necessary for the proper organization and administration of the Institute and for the proper conduct of its examinations, subject to the approval of the Syndicate; provided that the rules and regulations relating to examinations and other academic matters shall go to the Syndicate through the Academic Council;
 - v. to create, subject to the approval of the Syndicate, administrative, academic, technical, and or other posts on a permanent basis and to abolish or suspend any of them as and when considered necessary; provided that the Board of Governors shall have the power to create posts on a temporary basis for conducting specific research project, field research, data analysis and data processing projects undertaken by the Institute without the approval of the Syndicate; and

- vi. to receive and accept all bequests, donations and other grants of funds from individuals or organizations and to use such fund for the benefit of the Institute.

Courses and Syllabi:

- (6) The courses and syllabi as well as the examinations and degree requirements of the Institute shall be prescribed and developed by the Institute or by the Academic Board of the Institute and be submitted to the Academic Council of the University for approval.
- (7) (1) The Academic Board of the Institute shall be established by the Board of Governors and shall consist of–
 - i. the Director of the Institute–Chairman
 - ii. all Professors and Associate Professors of the Institute;
 - iii. two teachers of the Institute in addition to professors and associate professors;
 - iv. the Director or the representative of Institute of Water and Flood Management, BUET;
 - v. the executive Director or the representative of Centre for Environment and Geographic Information System (CEGIS);
 - vi. two nominees of the Vice-Chancellor, University of Dhaka;
- (2) Half of the total number of members of the Academic Board shall form a quorum for its meetings.
- (3) The term of office of the nominated members shall be of two years but shall continue in office till successors enter upon the office.
- (8) The functions of the Academic Board shall be to prepare courses and syllabi and to advise the Academic Council and Board of Governors on all matters connected with the objects of the Institute.

Selection Board for Appointment to Teaching Posts:

- (9) (1) Appointment to teaching posts shall be made on the recommendation of a Selection Board constituted for the purpose as follows:-
 - (a) for Professorship and Associate Professorship
 - i. The Vice Chancellor – Chairman
 - ii. One nominee of the Board of Governors;
 - iii. One nominee of the Syndicate;
 - iv. Three members nominated by the Chancellor;
 - (b) for teaching posts other than Professorship and Associate Professorship:
 - i. The Pro-Vice Chancellor (Academic) – Chairman;
 - ii. One nominee of the Syndicate;
 - iii. One nominee of the Board of Governors;
 - iv. The Director of the Institute;
 - v. One expert to be nominated by the Syndicate.
- (2) Four members including the Chairman shall form the quorum for meeting of the Selection Board. .

- (3) The term of office of the nominated members of the Selection Board shall be two years but they shall continue in office till their successor(s) enter upon the office.
- (4) The selection Board shall report to the Board of Governors which shall, if it accepts the recommendations of the Selection Board, make the appointment to the post accordingly.
- (5) If the Board of Governors does not accept the recommendation of the Selection Board it shall request the Syndicate to refer the case to the Chancellor, who will make such appointments as S/he thinks fit.
- (6) The Board of Governors may, on the recommendation of the Selection Board and with the approval of the Syndicate, offer an eminently qualified person a Professorship in the Institute on such terms and conditions as it may determine;

Provided that temporary appointments for a period not exceeding six months to the post of teachers other than Professors and Associate professors, may be made by the Vice-Chancellor on the recommendation of the Board of Governors of the Institute and shall be reported to the Board of Governors.

Appointment of Director:

- (10) (1) The Director of the Institute shall be appointed by the Vice-Chancellor for a term of three years, from among the teachers of the Institute not below the rank of Associate Professor, by rotation in order of seniority.
- (2) The Director shall remain in charge of the Institute and shall be responsible for the overall management and supervision of the Institute.
- (3) The Director shall be entitled to such allowances and privileges as may be determined by the Board of Governors/ by the rules of university.
- (4) In case of a casual vacancy for less than 30 days due to the absence on leave of the Director, the Vice-Chancellor may place a teacher of the Institute in-charge of the office of the Director for the period of absence on leave of the Director. The teacher so placed in-charge shall perform only routine duties of the Director.
- (5) If the casual vacancy is for 30 days or more, the Vice-Chancellor shall appoint a teacher as Acting Director for the period of absence on leave of the Director. The Acting Director shall have all the powers of the Director.
- (6) The Vice Chancellor of the University may appoint a Project Director to look after the development projects including the fund and other resources to be mobilized for the institution. The rank of the Project Director shall not be below the rank of professor/Associate Professor and s/he will be from among the senior teachers of the institute for the period of three years subject to further renewal.

Selection Board for Appointment of non teaching post:

- (11) Appointments to non-teaching posts shall be made by the Board of Governors as follows:-
 - (a) For the posts not below the rank of Section Officers on the recommendation of the Selection Board Constituted as follows:-
 - i. the Pro-Vice Chancellor (Administration) - Chairman;
 - ii. the Registrar;
 - iii. two nominees of the Board of Governors;
 - iv. the Director of the Institute;

- (b) For the posts below the rank of the Section Officers on the recommendation of the Selection Committee of the Institute and the board members will be selected by the Board of Governors.

Provided that temporary appointment for a period not exceeding six months may be made by the Vice-Chancellor on the recommendation of the Director of the Institute and shall be reported to the Board of Governors.

Academic and C&D Committees:

- (12) (1) The Institute shall have two Committees, namely:
- (a) Academic Committee consisting of all regular teachers of the Institute.
 - (b) Coordination and Development committee consisting of one-third of the total numbers of regular teachers of the Institute in order of seniority with a minimum number of three. If the total numbers of teachers are less than nine, the Vice Chancellor shall nominate senior professors from the University.
- (2) The Academic Committee shall deal with:
- (a) Admission of students;
 - (b) Syllabuses;
 - (c) Examinations;
 - (d) Teaching in the Institute; and
 - (e) Co-curricular activities of the students in the Institute;
- (3) The Co-ordination and Development Committee shall deal with:
- (a) Expansion of the Institute;
 - (b) Appointment of teachers.

Explanation:

- i. The Co-ordination and Development Committee shall be responsible for the improvement of the existing teaching and research facilities and for the planning of further development of the Institute.
- ii. The C & D shall periodically review the academic and research programs of the Institute and forward its observations for consideration to the relevant authorities.
- iii. The C & D shall have the right to recommend upgrading, confirmation and increments for teachers of the Institute in recognition of specific professional achievements.
- iv. The C & D shall recommend creating new posts for the Institute.

(Syndicate 10.6.2012)