



4.1 b(iii) The procedure to be followed in the decision making process, including channels of supervision and accountability

The decisions in matters relating to the institute are taken by the appropriate authorities such as the Board of Governors and other officers as per the procedures laid down by the MOA and Articles of Association of the Centre as amended from time to time. The Centre is also guided overall by the direction given by ICSSR, MHRD, GOI, India and GoG.

Management

Management, and administration of the Centre shall vest in the Board of Governors.

Board of Governors

Board of Governors shall be the apex body for carrying out aims and objectives of the Centre.

The Board of Governors shall consist of minimum 5 members and maximum 13 members. The following persons shall be the members of the Board of Governors.

- 1 Director of the Centre (ex-officio)
- 2 Vice-Chancellor of the South Gujarat University (ex-officio) or his nominee.
- 3 One representative of Indian Council of Social Science Research, New Delhi.
- 4 One representative of Government of Gujarat.
- 5 One member of the faculty nominated by the Chairperson.
- 6 Eight persons to be nominated by the outgoing Board of Governors at least a month before the expiry of its term.



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Any member of the Board of Governors shall cease to be a member on the happening of any of the following events:

- a) He is found to be of unsound mind by a court of competent jurisdiction.
- b) He is adjudged insolvent.
- c) He is convicted by a court of competent jurisdiction for any offense involving moral turpitude.

In addition to the above, the Board of Governors reserves the right of discontinuing with the services of a member in the following cases:

- d) He absents himself from three consecutive meetings of the Board of Governors without obtaining leave of absence.
- e) He remains absent from India for a period of six months or more without obtaining leave of absence.

The Board of Governors reserves the right to remove any member nominated by the Board from membership by a two-third majority of the Board of Governors for good and sufficient reasons.

The Chairperson of the Board will also be a Chairperson of the Centre.

- B) Where a casual vacancy occurs in the office of the Chairperson, the Board of Governors shall nominate a Chairperson as soon as possible.
- C) Casual Vacancies: Any casual vacancy amongst the nominated members of the Board of Governors, arising from death, resignation, removal or otherwise, may be filled by co-option by the Board of Governors. The member of the Governing Board who is so co-opted shall hold the office of membership for the remaining term of his predecessor.
- D) The Board of Governors shall function notwithstanding any vacancy therein and notwithstanding any defect in its constitution and no act or proceeding of the Board of Governors shall be invalid by reason only of the existence of any vacancy amongst its members or any defect in its constitution.



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The policy decisions of the Centre are taken by the following statutory committees which are formed from time to time by the Board of Governors of the Centre

1. Personnel Committee
2. Building Committee
3. Finance Committee
4. Publication Committee
5. Research Advisory Committee
6. Grievances Redress Cell

Generally all the above committee meetings are held twice a year, or as and when needed.

The recommendations/decisions of the above committees, after due approval from the Board of Governors of the Centre (as and when required), are implemented through the channels of supervision and accountability of the following committees. These committees, as and when needed, also recommend measures for the functioning of the Centre.

Sr. No.	Name of the Committees
1.	Annual Report, the CSS Website and Information
2.	Library
3.	Guidance, Consultancy Program
4.	Colloquia and Seminar
5.	Building and Campus Related matters
6.	Office facilities
7.	Equipment and Maintenance
8.	Computer
9.	External Relations
10.	Faculty Meetings
11.	Publications Committee & Working Paper