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Statutes of the RUB

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Royal Government of Bhutan

PRIME MINISTER

STATUTES OF THE ROYAL UNIVERSITY OF BHUTAN

FIRST AMENDMENT

The Lhengye Zhungtshog in its 149th Session held on 25 December 2012 approved the amendments to the Statutes of the Royal University of Bhutan as recommended by the University Council as follows:

ARTICLE 3: THE UNIVERSITY COUNCIL

3.1.4 Staff

3.1.4.1 To determine the conditions of service of all staff of the University.

3.1.4.5 To establish grades of academic posts, and to approve the criteria for appointment to those grades.

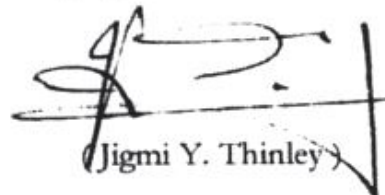
ARTICLE 4: THE VICE CHANCELLOR

The Vice Chancellor shall be appointed by the Royal Government on the recommendation of the Council and shall hold office for a period of 5 years, renewable by another term of five years or until he/she attains the age of sixty five, whichever is earlier.

ARTICLE 5: THE REGISTRAR

The Registrar shall be appointed by the University Council and shall hold office for a period of five years (renewable by another five years) or age of sixty, whichever is earlier.

Issued on the 2nd Day of the Third Month of the Female Water Snake Year of the Bhutanese calendar year corresponding to 12 April, 2013.



(Jigmi Y. Thinley)



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Chairman of the Lhengye Zhungtshog

STATUTES OF THE ROYAL UNIVERSITY OF BHUTAN

PREAMBLE

Subject to the Royal Charter of the Royal University of Bhutan, 18 April 2003, the Statutes of the Royal University of Bhutan:

1. Provide for the appointment of a Chancellor and set out the role and functions of that office;
2. Set out the constitutions and the powers of the University Council;
3. Set out the role and functions of the Vice-Chancellor; and
4. Set out the general constitution and powers of the Academic Board.

ARTICLE 1: DEFINITION OF TERMS

- 1.1 'The University' refers to the Royal University of Bhutan formed by the Royal Charter on 18 April 2003.
- 1.2 'University Council' refers to the University Council of the Royal University of Bhutan.
- 1.3 'Chancellor' refers to the Chancellor of the Royal University of Bhutan.
- 1.4 'Charter' refers to the Royal Charter of the Royal University of Bhutan issued as a Royal Decree by His Majesty the King of Bhutan on 18 April 2003.



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- 1.5 'Statutes' refers to the Statutes of the Royal University of Bhutan approved by the Royal Government of Bhutan on 25 April 2003.
- 1.6 Academic Board' refers to the Academic Board of the Royal University of Bhutan.
- 1.7 'Vice Chancellor' refers to the Vice Chancellor' of the Royal University of Bhutan.
- 1.8 'The Registrar' refers to the Registrar of the Royal University of Bhutan.
- 1.9 'Tertiary education' is defined as education offered subsequent to class XII, consistent with the International Standard Classification of Education, 1997 for levels 5 and above.
- 1.10 'Academic staff', 'academic posts' and similar expressions refer to staff and posts whose function is primarily teaching or research in the Royal University of Bhutan.
- 1.11 'Support staff' means staff whose duties are primarily of a technical nature in support of teaching or research functions in the Royal University of Bhutan.
- 1.12 'Academic service staff' means staff whose duties are primarily of an administrative or secretarial nature in the Royal University of Bhutan.

ARTICLE 2: THE CHANCELLOR

The Chancellor shall as the formal Head of the University, preside over ceremonies for the conferment of academic awards, and participate in such other ceremonial duties within the University as the Council may determine but shall otherwise exercise no governance, executive or management power or authority within the university.



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 Chairman of the Lhengye Zhungtshog

ARTICLE 3: THE UNIVERSITY COUNCIL

3.1 Powers

The University Council (hereinafter 'the Council') shall be the supreme governing body of the University and subject to the provision of the Royal Charter, shall have the following powers, duties, and functions:

3.1.1 General

- 3.1.1.1 To determine the educational character of the University.
- 3.1.1.2 To lay down policies, provide directions and support for efficient functioning of the University.
- 3.1.1.3 To approve the work plan, the budget estimates and the accounts for the University on an annual basis.

3.1.2 The Structure of the University

- 3.1.2.1 To determine the organisational structure of the University appropriate to the stated aims of the University; and to institute, amend or discontinue such structures as may be necessary; these may include Faculties, Departments, Institutes, Colleges, Centres, Committees, Boards and other units and bodies as appropriate; and to determine the role and functions of such units.
- 3.1.2.2 To enter into arrangements with other institutions which will facilitate a more effective execution of its functions.



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3.1.3 Resources

- 3.1.3.1 The effective and efficient use of the University's resources, for the solvency of the institution and for safeguarding its assets.
- 3.1.3.2 To govern, manage and regulate the finances, accounts, investments, property, business and all affairs whatsoever of the University and for these purposes, to appoint bankers and any other officers or agents whom it may deem expedient to appoint, and to cause proper books of account to be kept for all sums of money received and expended by the University and of its assets and liabilities, so that such books depict a true and fair view of the state of affairs of the University and explain its transactions.
- 3.1.3.3 To invest any monies belonging to or held by the University in such manner as the Council shall, from time to time, deem fit.
- 3.1.3.4 To advise the government about the selling, buying, exchanging, mortgaging, leasing and accepting leases of real and personal property on behalf of the University.
- 3.1.3.5 To provide the infrastructure, buildings, premises, furniture and equipment and other means required for carrying on the work of the University effectively and efficiently.
- 3.1.3.6 To accept any grant sponsored or instituted by an individual, institute or a body corporate and to act as the trustee or agent for any

or a body corporate, and to act as the trustee or agent for any property, legacy, endowment, bequest or gift for purposes of higher education or research or otherwise in furtherance of the work and welfare of the University.

- 3.1.3.7 To determine the remuneration of external examiners and external visiting staff.



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- 3.1.3.8 To determine, on the recommendation of the Academic Board, student fees and charges.

3.1.4 Staff

- 3.1.4.1 To determine the conditions of service of all staff of the University (including retirement ages), taking account of the Bhutan Royal Civil Service Commission Rules, and of best practice within the country.
- 3.1.4.2 To create provisions for schemes of insurance, pensions or retirement benefits for all salaried officers, and if the Council chooses, for other employees of the University.
- 3.1.4.3 To recommend to the Royal Government the appointment or dismissal of the Vice Chancellor.
- 3.1.4.4 To appoint and/or dismiss the Registrar.
- 3.1.4.5 To establish grades of academic posts, in consultation with the Royal Civil Service Commission, and to approve the criteria for appointment to those grades.
- 3.1.4.6 To approve procedures for the appointment of staff.

- 3.1.4.7 To prescribe the code of conduct to which all the members of University community, including staff and students shall be subject to.
- 3.1.4.8 To prescribe the provisions for the redressal of grievances of the members of the University community including staff and students.

3.1.5 The Academic Provision of the University

- 3.1.5.1 To award degrees, diplomas and certificates to all students who have registered with the University and have fulfilled the requirements set down by the University for that award; and to ensure the effectiveness



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and efficiency of the overall planning, co-ordination, development and supervision of the academic work of the institution, and of the quality and academic standard of the educational provision offered in the name of the University. The University Council will fulfil this function by delegating the responsibility to the Academic Board of the University.

- 3.1.5.2 To consider proposals from the Academic Board for the introduction of or discontinuance of any degree, diploma or certificate programme.
- 3.1.5.3 To determine the procedures and rules for the appointment of members to the Academic Board other than those holding membership ex officio and to set out the responsibilities of members and standing orders for the operation of the meetings of the Academic Board.

- 3.1.5.4 To consider recommendations from the Academic Board for the establishment of Committees of the Academic Board or joint Committees of the Council and Academic Board.
- 3.1.5.5 To grant Honorary awards on the recommendation of the Academic Board.

3.1.6 Management of the University

- 3.1.6.1 To ensure the efficient and effective organisation, direction and management of the University, and to ensure the effective discipline of staff and students. The University Council will fulfil this function by delegating it to the Vice-Chancellor.

14



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3.1.7 Other Functions

- 3.1.7.1 To legislate and execute such decisions and acts as may be deemed necessary for the furtherance of objects of the University and to make recommendations, as and when necessary, to the appropriate Government authority for the execution of such decisions and acts.
- 3.1.7.2 To appoint external auditors.
- 3.1.7.3 To appoint such Committees to the University Council as may be necessary for the effective execution of its functions; such Committees

may include non-voting members who are not members of the Council.

- 3.1.7.4 To call for such reports from the Academic Board and from the Vice-Chancellor as may be necessary for it to fulfil its responsibility.
- 3.1.7.5 To institute, on the recommendation of the Academic Board or the Vice-Chancellor, scholarships, studentships, exhibitions and prizes.

3.2 Constitution of the University Council

The Council shall consist of nineteen members including the Chairman but not the Registrar

3.2.1 Chairperson

Appointed by the Royal Government. The Chairman shall not be an employee or student of the University

15



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ROYAL GOVERNMENT OF BHUTAN

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3.2.2 Members

The University Council shall consist of the following members:

3.2.2.1 Four representatives from Government:

Secretary for the Ministry of Education/ Director in-charge of higher education, ex officio; and

Three members chosen by the Royal Government

3.2.2.2 Seven representatives chosen by the Council from the following constituencies:

Public representatives and private individuals (not less than four)

Secondary and technical schools (not less than one)

3.2.2.3 Five University representatives

The Vice Chancellor, ex officio - one

Members chosen by the Academic Board - three

Student chosen by the student body - one

3.2.2.4 Two others chosen by the Council, not being employees or students of the University

3.2.3 Secretary

The Registrar of the University.

3.2.4 Periods of Office

The period of office of the Chairperson will be four years renewable at the discretion of the Royal Government for a further period of up to two years.

16



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ROYAL GOVERNMENT OF BHUTAN

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Members chosen by the University Council, or elected from the University's constituencies, or chosen by the Royal Government will serve for a period of up to three years renewable for a further period of up to three years.

ARTICLE 4: THE VICE CHANCELLOR

The Vice- Chancellor shall be appointed by the Royal Government on the nomination of the Council and shall hold office for such period as the Royal Government shall determine. The Vice-Chancellor shall be the Executive Head of the University, and will be responsible for the organisation, management and discipline of the University. In discharging these functions, the Vice-Chancellor will be subject to the general control and direction of the University Council.

The Vice-Chancellor shall be responsible for:

- 4.1.1 The annual presentation, on an annual basis, of the work plan, the budget estimates and the University accounts to the University Council for approval;
- 4.1.2 The annual presentation of the budget estimates and the Work Plan to the Royal Government of Bhutan;
- 4.1.3 The management of budget and resources, within estimates approved by the University Council;
- 4.1.4 Making proposals to the Council about the educational character and mission of the institution, after consultation with the Academic Board;
- 4.1.5 Implementing the decisions of the Council and the Academic Board;
- 4.1.6 The organisation, direction and management of the University and leadership of the staff;
- 4.1.7.1 The appointment, assignment, grading, appraisal, suspension, dismissal, and determination, within the framework set by the



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ROYAL GOVERNMENT OF BHUTAN

University Council, in consultation with the Royal Civil Service Commission, of the pay and conditions of service of staff; (in the case of the Secretary of the Council these actions will be undertaken in consultation with the Chairman of the University Council);

4.1.8 The maintenance of student discipline and, within the rules and procedures established by the University Council, for the suspension or expulsion of students on disciplinary grounds and for implementing decisions to expel students for academic reasons; and

4.1.9 All other functions which are not allocated to other bodies and offices by the Charter and Statutes.

ARTICLE 5: THE REGISTRAR

The Registrar shall be appointed by the University Council and shall hold office for such period and at such remuneration as the University Council shall determine. He/she will be responsible for day-to-day administrative work of the University, for the academic records of the University, and shall be accountable for these functions to the Vice-Chancellor.

The Registrar shall serve as the Secretary of the University Council.

ARTICLE 6: ACADEMIC BOARD

6.1 Powers and responsibilities

The Academic Board will exercise the functions delegated by the Council under the provisions of these Statutes.





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It is the primary academic authority of the University and shall be responsible for academic affairs, including academic standards, research, scholarship, teaching and courses at the University, subject to the overall responsibilities of the Council and of the Vice-Chancellor.

6.2 Constitution

The Academic Board shall consist of:

6.2.1 the Vice Chancellor of the University, ex officio, who shall be the Chairman;

6.2.2 up to three Pro Vice Chancellors, ex officio;

6.2.3 15 representatives elected by the organisational units of the University according to a scheme approved by the Council;

6.2.4 3 representatives of the Library, support and academic service staff;

6.2.5 2 student representatives elected by and from the student body; and



Royal University of Bhutan

Period of Office

Teaching & Learning ☐

Research ☐

Key Documents

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The members of the Academic Board other than ex officio members shall hold office for a period of three years, renewable for a further period of three years, except that the members under (6.2.5) shall hold office for a period of one year only.



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ARTICLE 7: ALTERATIONS

No part of the Statutes shall be amended, other than by the Cabinet of the Royal Government of Bhutan.

Issued on the 24th Day of the Second Month of the Female Water Sheep Year of the Bhutanese calendar corresponding to 25 April, 2003.



(Kizang Dorji)

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