



राजीव गांधी राष्ट्रीय युवा विकास संस्थान  
Rajiv Gandhi National Institute of Youth Development  
युवा कार्यक्रम विभाग / Department of Youth Affairs  
युवा कार्यक्रम और खेल मंत्रालय, भारत सरकार  
Ministry of Youth Affairs & Sports, Government of India  
श्रीपेरुम्बुदूर Sriperumbudur – 602105 / तमिल नाडु / Tamil Nadu



RGNIYD/ADMIN/2023-24/

Date: 12.07.2023

**OFFICE ORDER- PART II / कार्यालय आदेश –भाग II – 047 /2023-24**

**Sub: Duties & Responsibilities of Dean's – Reg.**

**Dean (Academic)**

The Dean (Academic) shall be in-charge of all academic programmes; the introduction of new programme / courses; Entering into MoU with Institutions / organisations for academic development and research; Shall play role in framing of Board of Studies of all subjects; All Academic issues like admission, scholarship disbursement, issue of various certificates, etc., He will directly report to the Director and apprise the Director periodically on all academic issues.

**Dean (Research)**

All matters relating to PhD programmes shall be routed through the Dean (Research); Academic Collaboration with other institutions for planning, research, and development. Framing new Research Policy. Shall invite proposals both from the Faculty and Students. Augment internal resources; create more avenues for research.

**Dean (Students Welfare)**

Conduct of Election for Students Council; All students issues both in hostel and in the campus; arranging various events, i.e., Sports, Cultural and other events ; various inter-college, Inter University, National and International events; Preparing students for participation in various National and International meets and events; maintaining harmony among students; redressal of grievances of the students on all matters.

This issues with the approval of the Competent Authority.

N. Aahw <sup>L</sup>  
12/7/2023

Assistant Registrar (Administration)

सेवा में /To

Dean (Academic / Research / Students Welfare)

प्रति/Copy to

1. Controller of Examination (i/c)
2. Assistant Registrar (Academic and CoE)
3. File Copy

