



## श्री माता वैष्णो देवी विश्वविद्यालय

Shri Mata Vaishno Devi University, Katra

Kakryal, Katra – 182 320(J&K)

No.SMVDU/Adm/Estt./21/ 5895-99

Date: 22 January, 2021

### OFFICE ORDER

Reference is drawn to this office Circular issued vide No.SMVDU/Adm/Estt/20/5096 dated: 04<sup>th</sup> Dec 2020, whereby it was ordered that in view of the commencement of classes, research activities, examination & evaluation etc., all Faculty, Officers and Staff at all levels shall attend office on a regular basis on all working days w.e.f 07<sup>th</sup> Dec 2020.

Some of the students have reported that online classes are not being conducted consistently for some of the Courses and that Faculty Members are not taking their classes timely/seriously. Reports have also been received that some of the Faculty Members are not conducting the Live Lab Class demonstrations and that the classes are mostly being conducted from the residences of the Faculty Members.

This has been viewed very seriously by the Competent Authority, and it is once again enjoined upon all Heads of School and Faculty Members that they should be available in their respective Schools during working hours and take theory and lab classes as per the time table. The Heads should report about absence of faculty members, if any, on a daily basis to HVC through the Registrar.

Non-compliance of the above order shall be viewed very seriously; and may invite disciplinary action as warranted under rules.

This is issued with the approval of the Competent Authority.

  
Registrar

CC:

1. All Deans, for information.
2. All Heads, for information and ensuring compliance.
3. All Faculty, for information and ensuring compliance.
4. PS to the Vice-Chancellor, for kind information of the Hon'ble Vice-Chancellor.
5. Faculty I/c. Website, for uploading on the University Website.
6. Concerned File.