

Ordinance – XX (N)

DELHI SCHOOL OF JOURNALISM

The School of Journalism (hereinafter referred to as DSJ) at the University of Delhi shall be established under Ordinance XX (N) of the University. DSJ shall resolve to recognise the crucial role of journalists in promoting democracy and transparency in governance by:

- enriching the minds of future journalists both in technical skills and professional ethics of the media.
- nurturing a pool of minds who could collect and disseminate information without prejudice in order to strengthen the democratic and participatory governance.
- developing and enriching the discipline of journalism through introduction of trans-disciplinary modules, new pedagogical paradigms and integrating the field based researches into teaching learning scheme.
- inculcating a sense of responsibility so as to preserve the culture of peace and order in society.
- promoting human dignity.

1. Objectives

The objectives of the Delhi School of Journalism shall be as follows:

- i. Identify and nurture aspiring journalists.
- ii. Impart perspectives, technical skills, and professional ethics of service.
- iii. Instill a sense of responsibility into the personal and professional conduct of journalism students.
- iv. Enrich the discipline through trans-disciplinary modules, innovative pedagogical techniques and integration of critical insights.
- v. Become a driving force for a quality driven public sphere and information economy.
- vi. Introduce a five-year integrated Masters in Journalism (MJ) Programme.
- vii. Run Short Term Courses for working journalists and University students.
- viii. Offer 'Add on' Courses on foreign and regional languages.
- ix. Introduce Research Programs (M.Phil. and Ph.D.).
- x. Undertake such other activities and programmes as decided by the Advisory Council/Governing Body from time to time.

The School shall be responsible with respect to its constituents in all academic matters, including approval of teaching courses in Journalism, registration of M.Phil./Ph.D. students and other related matters.

2. Governing Structure

The governance of DSJ shall be carried out through the following bodies under the overall control and supervision of the Executive Council of the University:

- 2.1. Governing Body
- 2.2. Advisory Council

2.1.1. Constitution of the Governing Body

There shall be a Governing Body for the management of DSJ which shall comprise:

- i. Vice Chancellor (or VC's nominee) - Chairperson
- ii. Pro-Vice Chancellor
- iii. Dean of Colleges
- iv. Director, South Campus
- v. Dean, Academics
- vi. Dean, Social Sciences
- vii. Dean, Applied Social Sciences
- viii. Five members representing the discipline of journalism to be nominated by the Executive Council
- ix. Finance Officer
- x. Registrar
- xi. Director/Honorary Director/OSD, DSJ - Member Secretary

2.1.2. The Term

Except for the ex-officio members, all other members of the Governing Body shall have a term of two years. The Governing Body shall meet at least once in the academic year. The quorum in the meetings of the Governing Body shall be one third of the total membership. The members may opt to attend the meeting through SKYPE or any other audio-visual system and their attendance shall be counted.

2.1.3. Functions of the Governing Body

Subject to the overall control and supervision of the Executive Council of the University, the Governing Body shall exercise the following functions:

- i. Recommend the appointment of the Director/Honorary Director to the Executive Council of the University in accordance with the applicable procedure.
- ii. Make appointment of the Guest Faculty and office staff.
- iii. Monitor staff requirement, create posts and initiate steps for filling them.
- iv. Determine the infrastructure requirements and make arrangements for their acquisition.
- v. Consider the annual budget of the School and recommend the same for approval to the Executive Council of the University.
- vi. Consider the annual accounts and recommend the same with the audit report to the Executive Council of the University.
- vii. Make such rules as it may consider necessary for the regulation and smooth functioning of the School.
- viii. Exercise such other powers and functions, as may be necessary in respect of its responsibility relating to the governance of the School and/or as may be assigned to it by the Executive Council of the University from time to time.
- ix. To appoint, suspend or terminate the services of administrative and non-academic staff of the Institute in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service: provided, however, that the qualifications for appointment, emoluments, and conditions of the service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.

- x. To appoint or terminate the services of the non-academic staff on contract basis on the recommendation of the Advisory Council in order to improve the efficiency of the Institute in respect of whom such powers may be delegated by the Executive Council.
- xi. To determine the infrastructure requirements, including building, make arrangements for procurement and consider the recommendations of the Advisory Council.

2.2.1. Constitution of the Advisory Council

There shall be an Advisory Council for designing and managing the academic programmes of DSJ which shall comprise:

- i. Chairperson to be nominated by the Governing Body.
- ii. Two eminent Professors from the Central Universities or other institutions (teaching Journalism/mass communication) to be nominated by the Governing Body.
- iii. Ten distinguished personalities from the media to be nominated by the Governing Body.
- iv. Five distinguished personalities from the related fields to be nominated by the Governing Body.
- v. Two distinguished members of Civil Society, including at least one woman member, to be nominated by the Governing Body.
- vi. Director, Doordarshan or his/her nominee (Ex-officio)
- vii. Finance Officer
- viii. Two Teacher's representatives by rotation according to seniority.
- ix. Director/Honorary Director/OSD of the School – Member Secretary

2.2.2. The Term

Except for ex-officio members, all other members of the Advisory Council shall have a term of two years. The Advisory Council shall meet at least twice in one academic year. The quorum in such meetings shall be one third of the total membership. The members may opt to attend the meeting through SKYPE or any other audio-visual system and their attendance shall be counted.

2.2.3. Functions of the Advisory Council

Subject to the overall control of the Governing Body, the Advisory Council shall exercise the following functions:

- i. Monitor and evaluate the ongoing programs of the School.
- ii. Formulate long term plans for the activities of the School.
- iii. Formulate collaborative programs in association with groups or institutions working in areas of common interest.
- iv. Mobilize funding.
- v. Other functions necessary for establishing the School as a centre of excellence.

3. Office Bearers

3.1. The Director

- i. There shall be a Director who shall be the Head of the School appointed by the Executive Council of the University on the recommendation of the Governing Body. The Governing Body shall define the qualifications and procedure for appointment of the Director. It shall lay down a procedure to select a suitable person for appointment as Director. (The term of appointment of Director shall be 5 years or till the person attains the age of 65 years, whichever is earlier. The Director shall be eligible for appointment for another term. The qualification and other requirements shall be as those for Professor in the University).
- ii. The Director shall function under the overall control of the Governing Body. S/he will be responsible for the management and administration of the School in accordance with the Act, the Statutes, the Ordinances, the rules and regulations of the University.
- iii. The Director shall act as:
 - a) Member Secretary of the Governing Body;
 - b) Member Secretary of the Advisory Council
- iv. The Director shall be authorized to maintain and operate an Imprest Account for expenditure for day to day functioning of the School.

3.2. Honorary Director

- i. There may be an Honorary Director with distinguished credentials in the field of journalism appointed by the Executive Council on the recommendation of the Governing Body. S/he shall work in honorary advisory capacity and shall function under the overall control of the Governing Body.

However, in order to meet the pressing needs of the School, the Vice Chancellor may appoint the Honorary Director and report the same to the Executive Council of the University.
- ii. In case the Honorary Director holds a substantive position as a professor of the University or equivalent position in the University/College of the University, s/he shall hold the position of Honorary Director in addition to her/his regular duties at parent Department/Institution/College.
- iii. The term of the Honorary Director shall be two years which may be renewed.
- iv. In the absence of the Director, the Honorary Director shall perform all such functions and responsibilities which are vested with the Director under the Ordinance.

3.3. Officer on Special Duty (OSD)

- i. The Vice Chancellor may appoint an OSD to assist the Director/Honorary Director in the discharge of their functions and such other functions that may be entrusted to him by the Governing Body, Advisory Council and/or the Vice Chancellor.
- ii. In the absence of the Director/Honorary Director, OSD shall discharge the functions vested with them.

4. Visiting Faculty, Adjunct Faculty, Honorary and Emeritus Professors

4.1. Visiting Professors and Visiting Fellows

4.1.1. Visiting Professors

- (i) Eminent scholars, from India and abroad, who have made outstanding contributions in one or more fields related to study of journalism may, with the approval of the Executive Council, be invited by the Vice Chancellor as Visiting Professors.
- (ii) Visiting Professors may be appointed for a period of up to one year and not less than two weeks. In exceptional circumstances, the duration may be extended to a maximum period of three years, with the approval of the Executive Council.
- (iii) Visiting Professors shall be invited to deliver a course of lectures or take seminars or participate in such other activities that help in advancing the teaching and research work of the University. They shall, however, not be members of any statutory committee of the School or of the University.
- (iv) The Vice Chancellor will determine with the approval of the Executive Council, such other terms and conditions as may be required, including the duration and emolument of the appointment.
- (v) To the extent possible, the University will make arrangements for accommodating such Visiting Professors within the Campus so that they can participate in the academic life of the University.

4.1.2. Visiting Fellows

- (i) Scholars who have made notable contributions in one or more fields related to study of journalism may, with the approval of the Executive Council, be invited as Visiting Fellows by the Vice Chancellor.
- (ii) Visiting Fellows may be invited for a period up to one year and not less than two weeks to deliver a course of lectures or take seminars or participate in such other activities that help in advancing the teaching and research work of the University. In exceptional circumstances, the duration may be extended to a maximum period of three years, with the approval of the Executive Council. They shall, however, not be members of any statutory committee of the School or of the University.
- (iii) The Vice Chancellor will determine, with the approval of Executive Council, such other terms and conditions as may be required, including the duration and emolument of the appointment.

4.2. Honorary Professors

The Vice Chancellor may recommend to the Executive Council for appointment as Honorary Professor, the names of such persons who, in the opinion of the Vice Chancellor, are distinguished in an extraordinary way in any realm of human endeavor, which shall be of value to the University. Such a conferment shall carry no remunerative financial commitment on the part of the University. This title shall carry with it the following award: Should an Honorary Professor desire to create or offer a specific activity such as a series of lectures, seminars, workshops or similar programmes at the University and deemed by the Honorary Professor to be of value to the University then, subject to mutual convenience, such an activity may be undertaken by the Honorary Professor for a continuous period ranging from one week to a month once each academic year.

4.3. Adjunct Professors and Adjunct Fellows

4.3.1. Adjunct Professors

- (i) The Executive Council may, on the recommendation of the Vice Chancellor, appoint a distinguished academic who is currently on the faculty of another University or academic or research institution in India or abroad, whose association with the University would enhance the quality of the academic life of the University. The duration of such appointments in any one term will not be more than five years and could be renewed.
- (ii) Adjunct Professors may be affiliated to the School of the University. They are expected to be associated with the teaching and research activities at the School. They may be allowed supervision of doctoral work on the basis of recommendation of the Research Council of the School and the concerned Board of Research Studies. They shall, however, not be members of any statutory committee of the School or of the University.
- (iii) Adjunct Professors will not receive any salary from the University, they will be paid an honorarium, fixed by the Executive Council from time to time, for teaching in the School. They will be entitled to reimbursement of their local travel expenses as per rules of the University. The School may provide suitable office space, if available.

4.3.2. Adjunct Fellows

- (i) The Executive Council may, on the recommendation of the Vice Chancellor, appoint an academic who is currently on the faculty of another University or academic or research institution in India or abroad, whose association with the University would enhance the quality of the academic life of the University. The duration of such appointments in any one term will not be more than five years and could be renewed.
- (ii) Adjunct Fellows so appointed may be affiliated to the School of the University. They are expected to be associated with the teaching and research activities in the School. They may be allowed supervision of doctoral work on the basis of the recommendation of the Research Council of the School and the concerned Board of Research Studies. They shall, however, not be members of any statutory committee of the Department or of the University.
- (iii) Adjunct Fellows will not receive any salary from the University, they will be paid an honorarium, fixed by the Executive Council from time to time, for teaching in the School. They will be entitled to reimbursement of their local travel expenses as per rules of the University. The School may provide suitable office space, if available.

4.4. Professors Emeritus

- (i) The Vice Chancellor may recommend the name of any eminent scholar for an Emeritus Professorship directly to the Executive Council. This is in addition to the process where the School recommends to the Vice Chancellor the name of a retired Professor for the conferment of the title of Professor Emeritus. The Vice Chancellor can choose to take these names to the Executive Council.
- (ii) The title of Professor Emeritus will be conferred on a Professor of the University who has retired from the University after a total service of a minimum of ten years in the University with a minimum of five years' service as Professor in the University. In

exceptional circumstances, a retired Professor who has served for at least five years in the University as Professor may also be considered for the title of Professor Emeritus.

- (iii) The title of Professor Emeritus will be conferred on scholars who have made outstanding contribution to their subject through their published research work and teaching.
- (iv) A Professor Emeritus may pursue academic work in the School to which the Professor is attached. If possible, the School shall make efforts to provide the Professor with facilities like a personal office, library access, etc. The Professor, however, will not be a member of any statutory committee of the School or of the University.
- (v) Emeritus Professorship will carry with it no financial commitment for the University or responsibility for providing residential accommodation.
- (vi) The conferment of the title of Professor Emeritus will be for life.

5. Finances

- (i) All expenditures of the School, such as those on the conduct of seminars, research projects, teaching, publications, administration and other support activities shall be made as per the budget and allocation approved by the Advisory Council.
- (ii) All financial operations shall be conducted according to the rules and regulations of the University of Delhi.

6. Academic Staff and other Staff (Non-teaching/Technical/Ministerial/Support staff etc.)

The appointment of the above staff shall be made by the Governing Body according to the norms of the University and subject to the approval of the Executive Council of the University.

The Vice Chancellor is authorized to take appropriate steps to create and sanction the posts.

7. Status

The School and its constituents shall function presently under the Faculty of Social Sciences till a new Faculty is created.