



ORDINANCE RELATING TO MBA (TOURISM AND TRAVEL MANAGEMENT) CONDUCTED BY THE INDIAN INSTITUTE OF TOURISM AND TRAVEL MANAGEMENT (IITTM) GWALIOR.

1. **Short Title:-**

- 1.1 This Ordinance will be called the Indian Institute of Tourism and Travel Management (IITTM) Gwalior, Ordinance 2023.
- 1.2 **It shall come into force on date** specified by the authorities of the University from the academic session 2023-24 onwards.

2. **Definition:-**

- 2.1 **“Act”** means The Jawaharlal Nehru University Act, 1966
- 2.2 **“Academic Council”**
 - (a) The Academic Council shall be the academic body of the Jawaharlal University (JNU), and its constitution and the terms of office of its members, other than ex-officio members, shall be prescribed by its Statutes.
 - (b) The Academic Council shall, subject to the provisions of this Act, the Statutes and the Ordinances, have the control and general regulation, and be responsible for the maintenance of standards of instruction, education and examination within the University, and shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes.
- 2.3 **“Institute”** means a multi-campus Indian Institute of Tourism and Travel Management, headquartered at Govindpuri, Gwalior, Madhya Pradesh (hereinafter referred to as IITTM) which has been named as a recognized institute of the University in terms of Section 5(13) of the Jawaharlal Nehru University Act of 1966 for the purpose of instruction and research leading to the award of MBA (Master of Business Administration) degrees of the University.
- 2.4 **“Academic year”** means a period of twelve (12) months, having two semesters, as proposed by the Institute and decided by the University.
- 2.5 **“Academic Committee”** means the “Academic Committee of the Institute”
- 2.6 **“Competent Authority”** means “Hon’ble Vice-Chancellor of JNU
- 2.7 **“University”** means Jawaharlal Nehru University, at New Delhi.

3. **Eligibility of Admission:-**

A candidate shall be eligible for admission to the programme leading to the award of MBA Degree in Tourism and Travel Management in case he/she has obtained a

Bachelor's degree under 10+2+3 pattern recognized by the University or a degree recognized as its equivalent and, provided further that he/she has attained minimum proficiency in the subject concerned at the time of admission, as decided by the University from time to time.

4. **Duration of the Programme-**

The curricular work leading to award of MBA Degree in Tourism and Travel Management shall be spread over two academic years consisting of four semesters

5. **Credit requirements:-**

5.1 The participants pursuing the course at IITTM leading to award of MBA in Tourism and Travel Management shall ordinarily pursue courses carrying the credits as allotted to each course by the Academic Committee of the Institute.

5.2 The participants pursuing the course at IITTM shall be allowed to register for the course, as specified by the Academic Committee from time to time.

5.3 The participants pursuing the course at IITTM shall not be offered a course if he/she has not previously cleared a course(s) prescribed as a pre-requisite for the former but he/she can apply on provisional basis whereas the degree award will be the subject to the successful completion of the previous requisite.

5.4 The participants pursuing the course at IITTM for the award of MBA Degree in Tourism and Travel Management shall earn a minimum credit requirement of 80.

6. **Examination:-**

Examinations shall be conducted under the directions of the Competent Authority of the Institute.

7. **Grade Point Requirements/Minimum Standard:-**

7.1 A participant joining the programme semester-wise will be required to maintain a SGPA of 4.00 at the end of each semester.

7.2 A participant, in order to be eligible for the award of MBA degree, must have:

- (a) passed all the semesters / prescribed courses as laid down;
- (b) he/she has obtained a CGPA of 4.00 at the end of the program.

8.3 (a) The end semester examination shall be conducted by the Institute under the overall guidance of the Competent Authority of the Institute within the dates specified by the University.

- (b) The final results at the end of the program and award of MBA degree would be forwarded by the Director of the Institute and would be approved by the Vice-Chancellor before being announced.

Note: The end term examination results of each semester and the final results at the end of the programme shall be forwarded by the Director of the Institute to the University for record and further action.

8. **Constitution of the Academic Committee :-**

There shall be an Academic Committee consisting of the following:-

- 8.1 Director of the Institute will be the Chairman of the Committee.
- 8.2 Two faculty members of the University and, two faculty members nominated by the Institute.
- 8.3 Two external experts in the fields of Tourism and Travel, with one member nominated by the Academic Council of the University on the recommendations of the Vice-Chancellor, and one member nominated by Director of the Institute.
- 8.4 Program Chairperson of the Institute.
- 8.5 The Controller of Examinations, the Institute will be Member Secretary of the Academic Committee.
- 8.6 The Rector-I, JNU or his nominee will be special invitee.
- 8.7 As and when required, the Director of the Institute shall co-opt an expert in the meeting of the Academic Committee.

Note: Except Director IITTM Gwalior, the faculty and experts nominated by the Academic Council of JNU and the Institute shall have a term of two years.

9. **Quorum:-**

Quorum of the meeting of the Committee shall be 1/3rd of its total members, inclusive of one outside member. While the Committee may meet as often as necessary it shall however meet at least once in each semester.

10. **Powers and functions of the Academic Committee:-**

The powers and functions of the Academic Committee shall be :-

- 10.1 To recommend the courses of study including detailed syllabi to the Academic Council for its approval;
- 10.2 To review general norms and rules for the evaluation;

- 10.3 To maintain standards of teaching and to submit to the Academic Council any proposal in this regard;
- 10.4 To consider any proposal regarding the welfare of the students of the Institute;
- 10.5 To delegate to the Head of the Institute or to any other members of the Academic Committee or to a Committee such general or specific powers as may be decided upon by the Academic Committee from time to time;

To perform all other functions as prescribed herein and other functions as may be mutually agreed upon by the Parties from time to time.

11. **Meeting of the Academic Committee:-**

- 11.1 Meetings of the Academic Committee shall be either ordinary or extraordinary.
- 11.2 Ordinary meetings shall be normally held at least once in each semester.
- 11.3 Extraordinary meetings may be called by the Competent authority of the Institution on his own initiative or shall be convened at the suggestion of the Hon'ble Vice-Chancellor or on a written request from at least one-fifth of the members of the Committee.

12. **Appointment of Faculty:-**

- 12.1 Faculty of the Institute shall be appointed by the selection process laid down by the Institute provided however, the qualifications will be laid down by the Board of Governors of the Institute. The appointments will be communicated to the University for Information.
- 12.2 Any appointment from other Service Officers on the teaching staff of the Institute for more than two years shall be informed to the University.
- 12.3 Institute shall communicate to the University the appointment of all faculty members with detailed resume for records.

13. **Inspection:-**

The Executive Council on the recommendation of the Academic Council shall have the right to cause an inspection after every five years to be made by such person or persons as may be decided by the Executive Council in respect of its buildings, facilities, laboratories and equipment, as also of the examinations, teaching and evaluation with a view to ensuring academic standards and to decide on continuation of recognition granted.

14. **Scrutiny:-**

The semester wise result will be scrutinized by JNU. For such scrutiny, IITTM has to provide conveyance, local hospitality and to pay an honorarium to scrutiny team as per University rules.

15. **Jurisdiction:-**

The decision of the authorities of the University and action taken by the Vice-Chancellor on behalf of the authorities, would be final and binding on all concerned. Any dispute arising would be settled under the jurisdiction of Delhi Courts.

