## UNIVERSITY OF JAMMU

## CIRCULAR

## SUB: 113th MEETING OF THE UNIVERSITY SYNDICATE

All the Rectors/Directors/HODs'/Branch officers/other concerned are hereby requested to send the item/s for the ensuing 113th University Syndicate on or before 15 January, 2018 duly approved by the competent authority for placing the same before the meeting of the University Syndicate. Thereafter, no item shall be entertained and the responsibility arising therefrom shall be that of the concerned.

It is further informed that agenda items for the University Syndicate should be self contained and clearly explain the objectives of the proposal, background, reasons etc. in the first paragraph of the Agenda note. A summary of the material contained in the Annexures should also be invariably reflected in the Agenda Note.

No./Coord/Cir/17/17/9-88 Date: 18-12 - 2017

Copy to:

1. Spl. Secretary to Vice-Chancellor, University of Jammu, Jammu for the information of the worthy Vice-Chancellor please.

2. Sr. P.A. to the Registrar/Controller of Examinations.

3. All Rectors/ Directors of the main and the offsite campuses.

4. All Heads of the Departments.

5. All Branch officers of the Registry.

6. I/c Website with the request to upload the circular for wider information of all concerned.

Note: The soft copy of the item/s may please be mailed on e-mail id: vikzeen@gmail.com