



Office of the Registrar  
**DIBRUGARH UNIVERSITY**  
Dibrugarh – 786 004, Assam

No. : DU/RG/G.02.03/22/5280

Date : 12.09.2022

To

**Professor (Mrs) N.K.Barua**  
Department of Education  
Dibrugarh University.

Sub : Appointment as the Dean, Faculty of Education, D.U.

Sir,

On completion of the term of appointment as the Dean, Faculty of Education, D.U. of Prof. Daisy Bora Talukdar, Department of Education, D.U. , the University is pleased to appoint you as the **Dean, Faculty of Education, D.U.** with immediate effect as per the the provision of the Section 10(3)(A)(ii) of the Dibrugarh University Ordinance for Faculty of Studies[ as framed under Section 4(xviii) of the Dibrugarh University Act, 1965.] **The appointment is for a period of 3 (three) years or until further notification, which is earlier.**

***The terms of references of the appointment are as follows :***

01. To provide effective academic leadership and management of the School.
02. To develop, implement and maintain an academic plan for the school.
03. To convene and conduct the meetings of School Boards.
04. To coordinate and generally supervise the teaching and research work in the School through the Head of the Departments/Directors of the Centres.
05. To take steps to promote modular and inter-disciplinary teaching and research wherever necessary.
06. To maintain academic discipline in the School through the Head of the Departments/Directors of the Centres.
07. To take and to give effect to the discussions and recommendations of the School Board.
08. To apprise the Vice-Chancellor on matters relating to the School.
09. To assume administrative responsibility for other academic activities as may be required by the Vice-Chancellor.
10. To represent the School in the Post Graduate Board and Under Graduate Board as ex-officio member.

You are requested to kindly make it convenient to join in your office by **16.09.2022.**

Issued with due approval.

Yours faithfully

  
**Registrar i/c**  
Dibrugarh University

Copy to :

01. The Hon'ble Vice-Chancellor, D.U. for kind information.
02. Prof. D.B.Talukdar, Department of Education, D.U. for favour of information. Sincere gratitude is expressed for her long association and kind cooperation.
03. All Dean of Faculty of Studies, D.U. for favour of information.
04. All Head of the Departments, D.U. for information.
05. All Chairpersons/ Director, Centre for Studies/ Institute, D.U. for information.
06. All Officers of the University, for information.
07. Office file.

  
**Registrar i/c**  
Dibrugarh University