



GOVERNOR'S SECRETARIAT, BIHAR
RAJ BHAVAN, PATNA-800 022

Letter No.- BSU(Meeting) 49/18 -/GS (I), Dated-

From,

Ahmad Mahmood,
OSD (University)

To,

All the Vice-Chancellors,
Universities of Bihar
(Except- BAU, Sabour, BASU, Patna & AKU, Patna).

Sub: - Regarding circulation of Agenda and Format, for the meeting scheduled on
8-9th & 11th January, 2019.

Sir,

With respect to subject mentioned above, points of consideration for the meeting of Financial Advisor, Finance Officer, Inspector of Colleges and Registrar are being enclosed. You are requested to circulate it to all concerned officers and instruct them to prepare their report accordingly, and attend the meeting.

Six Formats are also being enclosed. You are requested to submit report in prescribed Format by 05.01.2019, for kind perusal of Hon'ble Chancellor.

Yours faithfully,


(Ahmad Mahmood)

Memo No.- BSU(Meeting) 49/18 - 3317...../GS (I), Dated- 28/12/18

Copy forwarded to All the Registrar of Universities of Bihar ✓ Technical
Director, NIC, Raj Bhavan, Patna for uploading on website.


OSD (University)

Points of consideration for Financial Advisor and Finance Officer meeting scheduled on 08th January, 2019 at 11.30 AM

1. Requirement of funds for engagement of Guest Faculty against the total sanctioned post of teachers.

Requirement of funds for engagement of Guest Faculty

Name of the University

Total No. of sanctioned post of Teachers	Total No. of Vacancy	Total requirement of funds for engagement of Guest Faculty	Date of submission of letter for requirement of funds to State Govt.

2. Submission of proposal to State Govt. for requirement of fund for strengthening basic infrastructure for NAAC Accreditation of College and University.
3. Status of removal of financial irregularities found during the inspection of Colleges.
4. Conduct of Pension Adalat and disposal of cases specially cases related to payment of Earned Leave (EL).
5. Adoption of GeM and total amount spent on purchases through GeM.

Date of adoption of GeM	Total money spent after adoption of GeM	Total money spent on purchases through GeM

6. Status of verification of pay of Teachers and non- teaching employees.
7. Status of completion of audit of account.
8. Status of payment of salary to teaching and non –teaching staffs of affiliated Colleges through RTGS/banks.

Points of consideration for Inspector of Colleges meeting scheduled on
09th January, 2019 at 11.30 AM

1. Removal of shortcomings found during the inspection of Colleges by VC, Pro-VC and other Senior Officers of the University.
2. Status of action taken against erroneous B. Ed. Colleges who have failed to upload photographs on B.Ed. Post.
3. Status of submission of Self Study Report (SSR) and Internal Quality Assessment Report (IQAR) by Colleges for NAAC Accreditation, to be completed by June, 2019..
4. Status of rationalization of teachers, so that at least one teacher is posted in each subject in every College.
5. Status of inspection of Colleges, the report for which is required to be submitted by 15th January, 2019.
6. Status of engagement of Guest Faculty to overcome shortage of teachers.
7. Status of submission of proposal to State Govt. for creation of post of teaching and non-teaching employees.
8. Submission of calendar for inspection of B. Ed. Colleges.

Points of consideration for meeting of Registrar scheduled on
11th January, 2019 at 11.30 AM

1. Status of engagement of Guest Faculty against total sanctioned posts of teachers.
2. Status of implementation of University Management Information System (UMIS) to be completed by 15th January 2019.
3. Status for submission of Self Study Report (SSR) and Internal Quality Assessment Report (IQSR) for NAAC Accreditation of Colleges (please submit Colleges-wise report).
4. Apportionment of Staff and distribution of assets and liabilities between three new Universities, namely Patliputra University, Patna, Purnea University, Purnea and Munger University, Munger with old Universities, Magadh University, Bodh Gaya, BNMU, Madhepura and TMBU, Bhagalpur as decided in the meeting with State Govt.
5. Steps taken for disaffiliation of thirty nine Teachers Training Colleges which have failed to furnish information on B. Ed. Post.
6. Status of monitoring of attendance of teachers and non-teaching employee through Bio-metric Attendance system. Submission of names of teachers who have spent maximum and minimum time in Colleges.
7. Status of regular conduct of Pension Adalat and disposal of cases specially cases related to payment of Earned Leave (EL).
8. Implementation of University Management Information System (UMIS) to be completed by 15th January, 2019.
9. Submission of proposal of affiliation of Colleges to State Govt. within time limit.
10. Inspection of Colleges and submission of report by 15th January, 2019.
11. Adoption of National Academic Depository for distribution of degrees and Marks Sheet.
12. Updating of University website and uploading of all information on it.
13. Updation of library and laboratory.
14. Chancellor's Award.

Requirement of funds for engagement of Guest Faculty

Name of the University

Total No. of sanctioned post of Teachers	Total No. of Vacancy	Total number of Guest teacher appointed	Total requirement of funds for engagement of Guest Faculty	Date of submission of letter for requirement of funds to State Govt.

Name of the University
Adoption of Govt. E-Market Place (GeM)

Date of adoption of GeM	Total money spent after adoption of GeM upto previous month	Total money spent on purchases through GeM in current month	Total money spent on purchases through GeM
1	2	3	2+3= 4

