Proceedings of the meeting of Vice-Chancellors held on 27.09.2018 at Raj Bhavan, Patna under the Chairmanship of Hon'ble Chancellor.

Present - As per Annexure
A meeting of the Vice-Chancellor of the Universities of Bihar was convened under the chairmanship of Hon'ble Chancellor on 27.09.2018 at 11.00 AM at Raj Bhavan, Patna. The list of participants is enclosed at Annexure-I.

Principal Secretary to the Hon'ble Chancellor welcomed the Hon'ble Education Minister and all participants on behalf of Hon'ble Chancellor. Principal Secretary, Shri Vivek Kumar Singh, flagged issues which were central to the meeting deliberations. They included strict adherence to Academic and Examination Calendar, inspection of B.Ed. Colleges, engagement of Guest faculties, implementation of University Management Information System, Procurement through GeM, Apportionment of Staffs & distribution of assets and liabilities in the three newly constituted Universities, adoption of National Academic Depository (NAD), adoption of SBI-e-pay for payment to university employees, disposal of court cases, affiliation of new colleges within time limit, construction of toilets, especially girls toilet, installation of Biometric Attendance System, CCTV, regularization of financial management and updating university account, achieving NAAC accreditation and others.

Hon'ble Chancellor in his address, at the outset, stated that for enhancing the quality of education and enforcing administrative discipline in Universities and its colleges, reform in education is needed.

He stated that there is no dearth of resources but priority should be given to streamline administrative machinery. At
present, lack of resources/money is not a hindrance for improving higher education.

**Hon’ble Chancellor** laid emphasis on the following points.

I. Creation of a congenial educational environment in University and college campus. Administrative zeal and propriety right from the Vice-Chancellor to Class-iv employees is needed.

II. Issues related to apportionment of staff and resource of three newly created Universities should be settled within time limit. A consensus among the stakeholders should emerge.

III. Enforcement of administrative and financial discipline is required in Affiliated Colleges. These colleges should not be allowed to flout established norms.

IV. Academic and Examination Calendar should be strictly followed. Date of admission, regular conduct of classes, timely conduct of examination and publication of result and conduct of Convocation ceremony on time, is absolutely necessary. **Hon’ble Chancellor** expressed satisfaction about the change in Dress Code for Convocation. He stated that, it is matter of great satisfaction that indigenous Dress Code has been adopted for Convocation Ceremony. He laid emphasis on regular hosting of Convocation ceremony by each university. Regular and timely conduct of Convocation ceremony indicates that the University is adhering to academic and examination calendar.

V. Attendance of teachers and non-teaching employees and students should be strictly monitored through Biometric Attendance System.
VI. Timely payment of salary was also emphasized. Hon'ble Chancellor emphasized upon payment of salary through RTEGS within 3 days after the receipt of fund by the University from the State Government. Inordinate delay in payment of salary after receipt of grant from the government will be viewed seriously.

VII. Absence of toilet, especially girls toilet, in college campus may be dealt with seriously for which Principal of the college would be held responsible. Hon'ble Chancellor directed that construction of girls toilet and girls common room in all the colleges should be done without fail. He also stated that the spare land available in the college campus should be developed as a playground and plantation drive on unused land should be launched. The motto of "HAR PARISAR, HARA PARISAR" should be followed.

VIII. He also emphasized upon launch of cleanliness drive on the pattern of "Swachcha Bharat Abhiyan".

IX. Hon'ble Chancellor stressed upon developing a fair, strict and transparent examination system. If needed, CCTV camera should be installed in Examination Halls.

X. Hon'ble Chancellor directed the Vice-Chancellors that henceforth, No Objection Certificate (NOC) for Inter-University Transfer of teachers from one University to another University should be done very sparingly.

XI. Hon'ble Chancellor stated that the order passed by him after proper hearing, should be followed. Non compliance would not be tolerated.

XII. Hon'ble Chancellor also directed Vice-Chancellors to ensure speedy accreditation of Universities / Colleges by NAAC for regular flow of funds.
XIII. Vice-Chancellors were directed to operationalize laboratories and provide adequate research facilities.

XIV. In the strongest terms he underscored the need for financial discipline including updating of accounts.

In the end, Hon'ble Chancellor directed the Vice-Chancellors to focus on fulfilling expectations of guardians and students.

Hon'ble Education Minister expressed gratitude to Hon'ble Chancellor for inviting him to attend the meeting. Hon'ble Education Minister in his address laid stress on following points.

I. He stated that University should focus on improving the quality of education.

II. He assured the Vice-Chancellors about the regular flow of allotment for the payment of salary to teaching and non-teaching employees. He stated that advance fund/allotment up to February, 2019, for payment of salary has already been allocated to Universities.

III. For payment of retiral dues of teachers and no-teaching employees, allotment has already been given to Universities, as per their requirement.

IV. He stated that issues of apportionment of three newly constituted universities will be settled shortly. He directed officers of Education Department to hold a meeting on 05.10.2018 in the Education Department, Bihar, Patna, to sort out problematic issues of the new universities.

V. Hon'ble Education Minister laid emphasis on checking the functioning of Affiliated Colleges. He stated that some colleges have taken admission of students without getting affiliation from the Department
of Education. University should take appropriate action against them for jeopardizing the career of students and creating chaos in the college campus.

VI. University officials, who were responsible for registration of illegally admitted students in colleges without affiliation, should also be identified. University should initiate disciplinary action against these officials also, who connived with suspicious and defaulting affiliated colleges.

After the address by Hon'ble Chancellor and Hon'ble Education Minister, following points of agenda were discussed in the meeting :-

1. **Status of pending examination and publication of results**

The report submitted by the Universities indicates pendency of examinations from following Universities:

a) **TMBU, Bhagalpur** - 4 examinations in Under-Graduate courses and 5 examinations of Post Graduate Courses were pending.

b) **VKSU, Ara** - 3 examinations in Under Graduate Courses and 2 examinations in Post Graduate Courses were pending

c) **LNMU, Darabanga** - 2 examinations in Post Graduate Course and 1 examination in Under Graduate Course were pending.

d) **JPU, Chapra** - 4 examinations in Post Graduate Course and 8 examinations in Under Graduate Course are pending.

e) **BNMU, Madhepura** - 3 examinations in Under Graduate Course and 6 examinations in Post Graduate course were delayed. University has submitted a revised programme.

f) **BRABU, Muzaffarpur** - 3 Under Graduate examinations and 8 Post Graduate examinations are delayed. University has submitted a revised schedule.
g) **Magadh University.** 3 examinations in Under Graduate and 5 examinations in Post-Graduate course are pending.

All the above Universities were requested to adhere to the revised examination schedule submitted by them. They were specifically told that in future, no change in the examination schedule will be allowed, without prior approval of Hon'ble Chancellor. Delay in conduct of examination and publication of results would be viewed very seriously.

2. **Inspection report of Colleges** - The reports submitted by different Universities about the inspection of Colleges done by top University officials, which included Vice- Chancellors, Pro Vice-Chancellors and Registrars, were discussed threadbare. Several shortcomings were found in Colleges by the inspecting authorities. A perusal of inspection reports also indicate that some senior officers of the Universities have merely submitted the details of Colleges signed by Principal of the concerned Colleges. Apparently, they didn't inspect the College. This is not a proper and desired healthy practice.

**Careful scrutiny of inspection report indicates following common shortcomings:**

(i) Non updation of cashbook, vouchers and advances.
(ii) Posting of teachers and non-teaching employees in excess of their sanctioned strength.
(iii) Posting of no teacher in some subjects, although students were admitted in these subjects.
(iv) Very adverse teachers-students ratio and classroom students ratio, indicating shortage of teachers and class rooms.
(v) Absence of Girls' toilets and Girls' common room.
(vi) Conduct of no sports and cultural events.
(vii) Non installation of biometric attendance system, Wi-Fi and CCTV Camera.

After the review of inspection reports of Colleges, it was decided to request Universities to take appropriate legal and administrative action against the Principal and Bursar of the Colleges which did not update their Cash Book. It is a case of financial impropriety and gross financial mismanagement. To overcome shortage of faculty, it was decided to engage Guest faculty. In Constituent Colleges, if Cash Book is not updated by 30th September, 2018, it was decided to take appropriate legal and administrative action against the persons responsible for the same. It was also decided to conduct special audit in these Colleges.

In cases, where more teacher and non teaching employees are posted than the sanctioned post, it was decided to post them in other Colleges, through rationalization. Since there is acute shortage of employees, it was decided that normally not more than 90% of employees and teachers should be posted against sanctioned post, in the colleges till the time other deficient Constituent Colleges operate at less than 50% of their sanctioned strength.

It was decided that those Affiliated Colleges which are not following norms, disaffiliation procedure should be started against them on the ground of non adherence to Terms of Affiliation. Payments of grants should also be stopped in these affiliated colleges for flouting government norms. Immediate action is required otherwise the matters may get diluted. The Vice-Chancellors may kindly submit ATR in this respect by 31.10.2018. It was also decided that if admission in Affiliated Colleges are not satisfactory or negligible, the matter may be looked into. In cases of financial irregularities or financial embezzlement, legal action
may be initiated against the Principal and concerned officials of the College.

3. **Inspection of B.Ed. Colleges.** It was decided to request the Universities to inspect and videograph by 31.10.2018 those B.Ed. Colleges which have not uploaded the photographs, showing classroom teaching, attendance of teachers and students, on the B.Ed.Post, as requested earlier.

4. **Conduct of Pension Adalat.** Universities were requested to conduct Pension Adalat every month for redressal of grievances of retired teachers and non-teaching employees.

5. **NAAC Accreditation of Colleges.** Universities were requested to get their Colleges accredited by NAAC to invite funds from RUSA, UGC and other Central agencies. Better and higher NAAC Accreditation should be focus of the Universities.

6. **Submission of proposal to State Government for development of infrastructure (including for NAAC Accreditation).** For better NAAC Accreditation, Universities were requested to submit proposal to State Govt. with proper estimate. Universities were also requested to submit letter no. and date through which it was sent to State Govt. However, it was noticed that most of the Universities had not submitted proposals to State Govt. with proper estimates. They were requested not to submit vague proposals.

   **Managing Director, Bihar State Educational Infrastructural Development Corporation,** informed about the progress for creation of infrastructure in three newly created Universities, namely Patliputra University, Patna, Munger University, Munger and Purnea University, Purnea. He stated that in Purnea University, Purnea ground floor will be completed by 20th October, 2018. In Munger University, infrastructure work would be completed by 26th November 2018.
In Patliputra University, second floor has already been completed and 3rd floor will be completed by 15th October 2018. Vice-Chancellor, Magadh University informed that first floor of the building would be vacated in 15 days time.

It was decided to convene a meeting on 5th October, 2018 in MD, BSEIDCs office to chalk out the details about construction work. Vice-Chancellors, Punea and Munger University requested for construction of boundary wall.

7. **Status of plantation drive.** Universities were requested to launch plantation drive for cleaner and greener campus. Universities were also requested to undertake cleanliness drive every month.

8. **Status of engagement of Guest Faculty.** To overcome shortage of faculty, it was decided to engage guest faculty as per guidelines given earlier by State Govt. has already granted permission for engagement of guest faculty. Universities were requested to complete engagement of guest faculty at the earliest to streamline classroom teaching. Universities were requested to submit proposal to State Government for release of funds.

9. **Implementation of University Management Information System (UMIS).** For uniformity in admission and examination process it was decided to implement a uniform Management Information System in all the Universities. A meeting on 3rd October, 2018, has been fixed at Raj Bhavan, in which it was decided to invite Nodal Officers and vendors of Universities, Officers of IT department, Beltron and NIC to prepare Request for Proposal (RFP).

On the unanimous request of Vice-Chancellors, it was decided to allocate Rs. 10 lacs each to all the Universities of Bihar as Seed Money for implementation of UMIS.
10. **Payment of salary.** Timely payment of salary and retiral dues to staffs was stressed. Universities were requested to electronically transfer salary in the account of its employees immediately after the receipt of grant from the State Govt.

11. **Status of adoption of GeM (Government-e-Marketplace).** It was decided to adopt GeM for all purchases made by Universities for greater transparency in purchases. Universities were requested to submit total amount spent on purchases made through GeM.

12. **Adoption of National Academic Depository.-** For easy and quick delivery of certificate, mark-sheets and other documents to students, Universities were requested to adopt NAD.

13. **Grievance Redressal Mechanism.-** Issues related to promotion of teachers, payment of arrears and students related issues, like conduct of examination, distribution of degrees and other related issues should be redressed through Grievance Redressal Mechanism. Universities were told to strengthen it and regularly conduct its meeting.

14. **Disposal of Court Cases.** Timely submission of Counter Affidavits and implementation of court orders were discussed. Universities were requested to effectively pursue court cases to avoid embarrassment. After the payment of retiral dues to employees, the number of court cases have drastically reduced.

15. **Adoption of RTGS for payment of salary in Affiliated Colleges.** It was decided that the grant of Affiliated Colleges should be credited to their bank accounts through RTEGS, which in turn would electronically transfer salary etc to the staffs for bringing about transparency.

16. **Affiliation of new Colleges.** Universities were requested to strictly follow the timeline set by Hon'ble Patna High Court as well as Hon'ble Chancellor for submitting proposal to State Government
for affiliation of new Colleges. No admission should be allowed in new Colleges without proper affiliation given by State Govt.

17. **Construction of toilets, especially for Girls.** For construction of washroom, funds have already been allocated to Universities and also to Bihar state Educational Infrastructural Development Corporation (BSEIDC). It was decided to complete the construction of washroom at the earliest. Universities should ensure that each and every College provides space for washroom for Girls. If the washroom is not constructed, the Principal of the concerned college should be held responsible.

18. **Action taken against unauthorized absence of teachers.** It was decided to strictly monitor the attendance of teachers through Bio-metric attendance system. Disciplinary action should be taken against teachers found absence in an unauthorized manner. Universities should also ensure that teachers stay in Colleges and University Departments for at least five hours, as per the UGC norms.

19. **Submission of utilization certificate.** Submission of Utilization Certificate for funds received from State Govt., UGC, RUSA and other Govt. Agencies was stressed. Non submission of UC means further funds cannot be allocated. Funds should be timely spent and UC should be sent on time.

20. **Pay verification of teaching and non teaching employees.** Verification of pay of teaching and non teaching employee was emphasized. It was informed that verification of pay of teachers is almost 80% complete but pay verification of non-teaching employees is only 20% complete. Due to non-verification of pay, some employees are being paid higher salary than admissible to them. In VKSU, employees are on strike for non-verification of pay. Department of Education was requested to
accelerate the process of pay verification of non-teaching employees.

**Miscellaneous Items**

Some very important issues, which required the intervention of State Government, were also discussed. After detailed deliberations, following important decisions were taken.

I. It was decided that for the conduct of EKLAVYA, (Sports/Inter-University Youth Festival) & TARANG, (Cultural event), Rs. 5 Lacs would be given by State Government to all the Universities and Rs. 2 Lacs to all the Colleges. EKLAVYA events are scheduled to be organized by Magadh University, Bodh Gaya from 06.12.2018 to 09.12.2018 and TARANG events by LNMU, Darbhanga from 31.10.2018 to 04.11.2018. It was decided to allocate Rs. 30 Lacs to both the Universities to conduct these prestigious events.

II. Many participants in the meeting raised the issue of lack of resources and contingency in Women's Colleges because due to State Government's decision, no fee is being charged from girls students. These colleges are finding it difficult to meet their regular contingent expenditure.

In view of request of the Vice-Chancellors, it was decided to allocate funds to Women's Colleges in the following manner.

- **a)** Rs. 10 Lac - Colleges up to 500 students
- **b)** Rs. 15 Lac - Colleges having 500-1000 students
- **c)** Rs. 20 Lac - Colleges having more than 1000 students

III. The issue of Life donour member in the Senate of the University, as per the provision of Section-18(17) of the BSU Act, was also discussed. A Proposal has already been
submitted to government for raising the amount form Rs. 1 Lac to Rs. 25 Lacs. State Government was requested to place the matter before State Legislature for approval.

IV. Many Universities raised the issue of shortage of staffs. It was decided to convene a meeting in the office of Director, Higher Education to finalize the creation of posts for non-teaching employees on 05.10.2018.

V. It was decided to convene a meeting on 05.10.2018 in the office of Director, Higher Education, to finalize the proposal for apportionment of three newly constituted Universities namely, Patliputra University, Patna, Purnea University, Purnea and Munger University, Munger. Vice-Chancellors of Magadh University, Bodh Gaya, BN Mandal University, Madhepura, TM Bhagalpur University, Bhagalpur were also requested to participate in the meeting along with the Vice-Chancellors of three newly constituted Universities, namely Patliputra University, Patna, Purnea University, Purnea and Munger University, Munger.

Post creation and apportionment are allied issues and hence post creation should not be done in an illogical manner. Proposal should be rational. Posts should be created on the basis of enrolment of students. Old universities were also requested to assess their requirements.

VI. Vice-Chancellor, Nalanda Open University, Patna, raised the issue of finalization of service conditions of non-teaching employees posted in the University. Department of Education was requested to approve the service condition at the earliest.

Vice-Chancellor, Nalanda Open University, Patna also raised the issue to provide 40 acres of land to the
University, as per UGC's requirements. He stated that only 10 acres of land was made available and unless 30 acres of additional land was provided, the university may face the problem of derecognition.

Vice-Chancellor, Nalanda Open University, Patna also informed that UGC has directed to submit total sanctioned strength of teachers in the University, otherwise admission from next session may be in jeopardy. Nalanda Open University was requested to submit proposal of post creation with roster clearance, and a copy of advertisement to Education Department, so that further necessary action may be initiated at the level of Education Department.

VII. For verification of pay of teaching and non-teaching employees, it was decided that Director, Higher Education will finalize a schedule for holding university-wise camps. Director, Higher Education requested all the Universities to provide relevant information in prescribe format.

VIII. Additional Secretary, Department of Education informed that State Government has launched a scheme "**Mukhyamantri Kanya Utthan Yojna**" to encourage education of girls students. Under the scheme, a sum of Rs. 25000/- (Rs. Twenty five thousand) is paid to girl students who have passed Graduation examination after 24th April, 2018. This amount will be paid to all girl students, irrespective of Caste, Age, poverty level, etc. All girl students are eligible to receive benefit under the scheme. Universities were requested to submit their proposal to Department of Education, so that the allotment may be released.

IX. The issue of affiliation and seat fixation in colleges, conducting vocational courses, especially Bachelor of Business Administration Course (BBA), was discussed. It
was informed that up to 2016, Universities were authorized by Department of Education to give affiliation to such colleges but after 2017 no such authorization was given to University by the Department of Education. Director, Higher Education was asked to take decision on the parameters of recognition and other related issues pertaining to such institutions through the Committee chaired by him.

Vice-Chancellors were requested to inspect the conduct of Colleges running vocational courses especially BBA course, under their jurisdiction. Those Colleges which are not complying the parameters of Terms of Affiliation should be disaffiliated. Advertisement should also be published about legally affiliated colleges. Defaulting Colleges should be blacklisted. Universities were requested not to conduct examination of such suspicious and defaulting institutions.

The meeting ended with a vote of thanks.

Sd/-
(Vivek Kumar Singh)
Principal Secretary to Governor-cum-Chancellor, Universities of Bihar

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Copy forwarded to:
1. All Vice Chancellors/ All Pro Vice-Chancellors/Registrars, Universities of Bihar for information and necessary action.
2. The Principal Secretary, Deptt. of Education, Bihar/ MD, BSEIDC/ Director, Higher Education, Bihar, Patna
3. Concerned officers of Governor's Secretariat, Bihar, Patna
4. Shri Bijay Kumar, tech. Director, NIC for uploading on the website of the Raj Bhavan, Patna / Guard file for record

Principal Secretary to Governor-cum-Chancellor, Universities of Bihar

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