Proceeding of the Meeting under the Chairmanship of Hon'ble Chancellor held on 18.12.2017 at 11:00 AM at Raj Bhavan, Patna.

Present :- As per Annexure 1

1.   Principal Secretary to the Hon'ble Chancellor, Shri Brijesh Mehrotra welcomed the H.E. and Vice-Chancellors. He laid emphasis on submission of budget by the Universities for the Financial year- 2018-19, steps taken to ensure Bio-metric attendance system, construction of washrooms especially for girl students, streamlining Academic and Examination Calendar, installation of Wi-Fi facility in University and College campus, updation of Accounts, Streamlining the conduct of vocational courses, and other important issue.

2.   **Installation of Wi-Fi facility in University/College campus** : Secretary, Information Technology, Shri Rahul Singh informed about the status of installation of Wi-Fi facility in Colleges and University Departments. Following points were discussed:-

2.1   User ID/password are not being given to students in time.

2.2   Nodal Officers should look into the availability of power and issue of maintaining the power in ON mode during college hrs.

2.3   Principal Secretary, Department of Education stated that total number users and data downloaded would be the indicator of progress.

2.4   Nodal Officers of University/Colleges and Service Provider should review the progress/problem every week on Tuesday at 11:00 A.M. Vice-Chancellor should review the progress of installation and use of Wi-Fi once in a month and submit report to Department of Education, IT Deptt. and Raj Bhavan.

2.5   University should create three groups of Wif-Fi users, students, teachers and non-teaching employees.

2.6   State-level Nodal Officer needs to be appointed. Secretary, IT Department informed that a State level Nodal Officer to supervise the entire issue will be appointed.

2.7   Electricity/erratic power supply, low voltage, low speed, less number of users are the main problems and these should be immediately addressed to in the weekly meetings.

2.8   If Nodal Officer of IT Deptt. or service provider are not responding/rectifying the errors, then a report should be sent to IT Department/Education Department/Chancellor's Office.

3. **Adoption of Bio-Metric attendance System**- Status of adoption of Bio-Metric attendance System are as follows:-

S. N.	Name of University	Status of adoption of Bio-Metric attendance System
1.	Patna University, Patna	Biometric attendance system will be installed in University offices and library by Jan, 2018. In Colleges it will be installed later on.
2.	Magadh University, Bodh Gaya	Biometric attendance system will be installed in University offices and Post-Graduate Departments by March 2018. In Colleges it will be installed from next Academic Session.
3.	Bhupendra Narayan Mandal University, Madhepura	It is operational in Post-Graduate Departments and University offices. In Colleges it will be installed by 31.03.2018.
4.	L.N. Mithila University, Darbhanga	Installed in all the 21 Deptt. and 42 Constituent Colleges
5.	Veer Kunwar Singh University, Ara	Biometric attendance system will be completed at all levels by the end of Dec., 2018
6.	Nalanda Open University, Patna	Biometric attendance system will be installed in by Jan., 2018
7.	Jai Prakash University, Chapra	By June 2018, it will be installed. Research Scholars would also be covered under it.
8.	Aryabhatta Knowledge University, Patna	Already operational
9.	T.M. Bhagalpur University, Bhagalpur	Finger Prints as well as face will be used for Biometric attendance system by Jan., 2018 in Post-Graduate Departments and University offices. In colleges it will be installed by 31.03.2018
10.	K.S. Darbhanga Sanskrit University, Darbhanga	By March 2018, it will be installed in Post-Graduate Departments and University offices and Colleges.
11.	B.R.A. Bihar University, Muzaffarpur	By Jan. 2018, it will be installed in Post-Graduate Departments and University, in colleges it will be installed later on.
12.	M.M.H. Arabic and Persian University, Patna	Operational

4. **Construction of girls toilet/washrooms –**

Principal Secretary, Department of Education informed that funds for 193 toilets have already been released to Universities. There is no dearth of fund and it would be provided if requisitioned by Universities.

4.1   Status of construction/availability of toilet is as follows:-

Sl. No.	Name of University	construction/availability of toilet
1.	Patna University, Patna	PG Departments are covered, colleges have problems. Rooms/space required for new construction is being identified.
2.	Magadh University, Bodh Gaya	PG Departments have adequate number of toilets. In rural areas, there is water problem, overhead tank is needed. There is resource crunch in Women's Colleges as they do not collect fee from girls student.
3.	Bhupendra Narayan Mandal University, Madhepura	By Jan. end.
4.	L.N. Mithila University, Darbhanga	By March end, toilets would be constructed.
5.	Veer Kunwar Singh University, Ara	University offices and PG Deptt. have sufficient number of toilets. In Colleges, by March end either new toilets would be constructed or existing one would be renovated.
6.	Nalanda Open University, Patna	Available in University offices.
7.	Jai Prakash University, Chapra	University Offices and PG Deptt. have sufficient number of toilets. Renovation of existing toilet is required.
8.	T.M. Bhagalpur University, Bhagalpur	Half of PG Departments have toilets, By March end, remaining Deptt and Colleges would be covered.
9.	K.S. Darbhanga Sanskrit University, Darbhanga	Post Graduate Deptt. and Univ. have sufficient number of toilets, Fifty percent of constituent colleges, have toilets, Technical assistance of LNMU/concerned University where Colleges are located, is required.
10.	B.R.A. Bihar University, Muzaffarpur	Inspection of colleges done, no deadline for construction of washroom submitted.

5. **Cleanliness Drive** – For keeping the University/College Campus clean, following decisions were taken.

    5.1   Special Cleanliness Drive should be done every month with the involvement of all.

    5.2   Functioning of outsourced agency engaged for cleaning the campus should be monitored on daily, weekly and monthly basis. A check list should be prepared.

    5.3   Good agency should be selected in a transparent manner. Minimum wage to employees of outsourced agency with EPF deductions should be ensured.

6. **Academic and Examination Calendar -**
Status of Academic and examination Calendar is as follows :-

S. N.	Name of University	Status of Academic Calendar
1.	Patna University, Patna	Session for Post-Graduate and Under Graduate Courses are Up-to-date
2.	Magadh University, Bodh Gaya	Session for Post-Graduate and Under Graduate Courses are about six months delayed, it would be up-to-date in one year time.
3.	Bhupendra Narayan Mandal University, Madhepura	By Dec., 2018, Session for Post-Graduate and Under Graduate Courses would be regularized.
4.	L.N. Mithila University, Darbhanga	Under Graduate Courses are up-to-date, by Oct./2018 Post Graduate Courses would be up-to-date
5.	Veer Kunwar Singh University, Ara	UG Courses would be up-to-date by June 2018, PG Courses would become up-to-date by Dec., 2018
6.	Nalanda Open University, Patna	Courses for Post-Graduate and Under Graduate Courses are Up-to-date
7.	Jai Prakash University, Chapra	In next two years academic calendar for Post-Graduate and Under Graduate Courses would become up-to-date
8.	Aryabhatta Knowledge University, Patna	Post-Graduate and Under Graduate Courses are Up-to-date
9.	T.M. Bhagalpur University, Bhagalpur	By Dec., 2018, all Post-Graduate and Under Graduate Courses would be regular.
10.	K.S. Darbhanga Sanskrit University, Darbhanga	By July, 2018 Post-Graduate and Under Graduate Courses would become up-to-date.
11.	B.R.A. Bihar University, Muzaffarpur	By Dec., 2018, Session for Post-Graduate and Under Graduate Courses would be up-to-date.
12.	M.M.H. Arabic and Persian University, Patna	Session for all Post-Graduate and Under Graduate Courses are Up-to-date

6.2 Principal Secretary, Department of Education directed :-

(i) Adequate number of forces would be deployed, if Universities requisition the deployment of forces for conduction of timely examination.

(ii) Unless affiliation is granted to newly established Colleges, no admission should be taken in these Colleges in accordance with the provisions of the statute.

(iii) Vice-Chancellors not to send wrong proposals for affiliation.

(iv) By June 2018, entire fund required for the payment of retiral due shall be allotted to the Universities and Universities are supposed to make the payment of retiral due according to the date of retirement chronologically.

(v) Compliance of Hon'ble High Court's order in time else if so needed LPA should be filed and stay order be prayed for.

(vi) In future, no appointment is to be made without the prior approval of the Government.

7. **Updation of Accounts** – Submission of Utilization Certificate of following Universities are pending:

BRABU	-	Rs. 245.00 Cr.
JPU	-	Rs. 08.00 Cr.
BNMU	-	Rs. 72.00 lacs

8. **Courses running without the approval of Hon'ble Chancellor :**

Status of courses running without the approval of Hon'ble Chancellor:-

SI. No.	Name of University	Subject
1.	Jai Prakash University, Chapra	One course was running which was discontinued.
2.	Tilka Manjhi Bhagalpur University, Bhagalpur	Two courses - Courses on Industrial Fisheries and Office Management were conducted which have been suspended. Proposal for approval of Ordinance and Regulation is being sent.
3.	B.R.A. Bihar University, Muzaffarpur	Some courses were conducted which have been discontinued. Ordinance and Regulation for approval of these courses are being sent.

9. **Streamlining the conduct of Vocational Courses -** If Students admitted in a particular vocational course is less than 10 then that particular course for that particular session should not be started.

10. **Status of functioning of Grievance Redressal Mechanism –**
    10.1 Regular meeting for Grievance redressal of Students, teachers, non-teaching employees and retired employees should be conducted.

    10.2 Separate Grievance Redressal Cell for redressing the grievances is to be formed.

    10.3 Those who submit their application for grievance redressal should be informed about the date of hearing/decision taken on their application.

11. **Steps taken to ensure transparency in printing and purchase of paper -** A Statute for ensuring transparency in printing of confidential papers at University level is under consideration. In the meantime, rate of printing and purchase of papers should be, as far as possible, uniform for all the Universities. Involvement of Security Press in printing material may be explored.

12. After the conclusion of meeting and deliberations on each point of the agenda, **Hon'ble Chancellor gave following directions to the Vice-Chancellors:-**

    (i) All the VCs to ensure presence of teachers in Colleges and University Departments. It will instill not only discipline in the campus but would also attract students in the classroom.

    (ii) Vice-Chancellors should strictly adhere to Academic Calendar i.e. Admission, conduct of classes, examination, publication of result and award of degree.

    (iii) Vice-Chancellor to submit Academic Calendar of 2018 by 31st March 2018 to Chancellor Secretariat as well as Deptt. of Education.

    (iv) Affiliation to new colleges should not be granted without creation/sanction of new posts in different categories.

    (v) Universities should adopt transparency in use of funds received from internal resources. The funds generated through internal resources should also be used on salary of teachers and non-teaching employees.

    (vi) Affiliated Colleges, like constituent Colleges, should also pay salary to teaching ad non-teaching employees through RTGS, after EPF/GPF deductions. Those employees who do not have EPF/PF number shall not be treated as College/University employees.

(vii) Affiliated Colleges should create a website of their own and upload details of fee structure of different courses, faculty, students, academic and examination calendar, etc.

(viii) University should timely hold meetings of its Statutory Bodies, i.e., Academic Council, Senate, Syndicate, Finance Committee, etc.

(ix) University should also timely conduct elections to elect Senate and Syndicate members.

(x) Encroachment from the premises of Colleges/Universities shall be removed and illegal occupancy in hostels should be vacated with the help of local administration.

(xi) Vice-Chancellors were directed to provide better facilities to students which includes hostel accommodation, sports and extra-curricular facilities, Research facilities, etc.

(xii) Vice-Chancellors were directed to take strict action against unauthorized absence of teachers.

The meeting ended with Prof. Rash Bihari Prasad Singh proposing a vote of thanks.

Issued with H.E.'s approval,

Sd/-
(Brijesh Mehrotra)
Principal Secretary to Governor
Bihar, Patna.

Memo No. –BSU(Meeting)-14/2015-**46** /GS(I),   Dated- 08-01-2018

Copy forwarded to-

1. All the Vice Chancellors of Universities of Bihar for information and to ensure compliance of the resolution of the meeting.

2. Principal Secretary, Department of Education, Government of Bihar for information and necessary action.

3. Director, Higher Education for information and necessary action.

4. All Officers of the Governor's Secretariat.

5. Computer Cell, Raj Bhavan, Patna for uploading on the website of the Governor's Secretariat, Bihar / Guard file for record.

B. Mehroh
Principal Secretary to Governor 8/1/18
Bihar, Patna.