

**Proceedings of the meeting of Registrars held on 11.01.2019 at
11.30 A.M. at Raj Bhavan, Patna under the Chairmanship of
Principal Secretary to Hon'ble Chancellor.**

Present – As per Annexure

A meeting of the Registrars of Universities of Bihar was convened under the Chairmanship of Principal Secretary to Hon'ble Chancellor. Principal Secretary to Hon'ble Chancellor, Shri Vivek Kumar Singh, in his initial remarks stated that implementation of University Management Information System (UMIS), engagement of Guest Faculty, NAAC Accreditation of Colleges, regular conduct of Pension Adalat, Updation of University Website etc. were formidable challenges for the University.

Status of compliance of the decisions taken in the last meeting of Registrars held on 24.08.2018;

- I. It was found that Universities have showed slackness in the implementation of UMIS. Very few Universities were found to be in a position to implement UMIS by 15.02.2019.
- II. Regarding uploading photographs of B.Ed. institutions on B.Ed. Post and online reporting, it was found that University needed to tone up the process of disaffiliation of 39 erroneous and defaulting B.Ed. colleges, which have failed to upload photographs on B.Ed. Post and furnish necessary information. Some Registrars have failed to monitor uploading of data and proper photographs of B.Ed. colleges on B.Ed. Post.
- III. The decision of the last meeting to take immediate necessary steps for apportionment of assets and liabilities between three newly created Universities namely, Patliputra University, Patna, Purnea University, Purnea and Munger University,

Munger with their parent / old University, namely Magadh University, Bodhgaya, BNMU, Madhepura and TMBU, Bhagalpur were not fully complied. Registrars of concerned Universities were directed to resolve the issues of apportionment, as decided in the meeting of State Government, at the earliest, and submit compliance report by 31st January, 2019.

- IV. Resolution of last meeting to update the website of the Universities on regular basis was not complied by many Universities. Some Universities have even failed to upload the name of approved courses and list of Affiliated Colleges on their websites.
- V. Review of attendance of teachers on the basis of Biometric Attendance System was not complied by most of the Universities. Registrars were directed to submit the names of three teachers and other categories of staffs who have spent minimum hours & day in the college for the months November, 2018, December, 2018 and January, 2019 as per the record of Biometric Attendance System.

Registrars were directed to ensure compliance of the resolution taken in the meeting on 24.08.2018 and submit compliance report by 31st January, 2019.

After reviewing the status of compliance of previous meeting, Agenda-wise, following points were discussed,

1. **Engagement of Guest Faculty-** It was noticed that most of the Universities did not engage Guest Faculty. Following decisions were taken;

- A. Complete entire process of engagement of Guest Faculties by 28th February, 2019.
- B. Ph.D. certificates of 2009 should be examined, carefully.
- C. Information should be received about the year of exam & marks obtained at the Matriculation, Intermediate, Graduation and Post-Graduation level. Certificates of NET qualification and Ph.D. should also be examined.
- D. It was decided to consider having Domain Specialization Analysis of Guest Faculty for proper assessment of their strengths & weaknesses.
- E. It was proposed by certain Universities that retired Teachers of Constituent Colleges, upto the age of 70 years, may also be considered for selection as Guest Faculty.

2. Status of implementation of UMIS :- For implementation of UMIS, following decisions were taken –

- A. It was decided to conclude implementation of UMIS by 5th February, 2019.
- B. While finalizing tender and selecting agencies, total transparency should be followed/ maintained.
- C. Delay in implementation of UMIS by Universities would imply, they were not interested in selecting agencies in a transparent manner.
- D. If any serious complaint was received against the University, an enquiry may be started against the erring University.

3. NAAC Accreditation of Colleges –

- A. Universities were requested to submit Self Study Report (SSR) and Internal Quality Assessment Report (IQAR) for NAAC Accreditation of Colleges by March, 2019.
- B. Affiliated colleges should be encouraged to get accredited under NAAC.
- C. Universities were informed that ideally, the colleges should not to run without NAAC Accreditation.
- D. Nodal Officers should review and submit report for NAAC accreditation every month to Chancellor's Secretariat and the State Govt.

4. Action against B.Ed. Colleges –

- A. Registrars were reminded to take the process of disaffiliation of 39 B.Ed. Colleges which have failed to upload photographs on B.Ed. Post to a logical end.
- B. It was reiterated to inspect and videographs B.Ed. colleges which have flouted norms.

5. Monitoring of attendance of teacher and non teaching employees through Biometric Attendance System-

- A. Universities were requested to submit names of three teachers and staffs of other categories who have spent minimum time in colleges. (in term of hours & days)
- B. They must ensure installation of Biometric Attendance System in all colleges and University Departments by 15th February, 2019.

C. Presence of teachers for atleast 5 hours on every working day must be ensured.

6. **Regular conduct of Pension Adalat-** Following decisions were taken regarding conduct of Pension Adalat ;

A. Detailed list of teaching and non-teaching employees retiring upto March, 2019 should be prepared;

B. Retiral benefits, like Pension, Gratuity, Leave Encashment and Insurance should be paid to the employees on the day of retirement.

C. Future liabilities on account of retirement of employees should be reported to the Govt. for allocation of funds;

7. **Submission of proposal of affiliation of colleges to State Government -** Universities were reminded to submit all proposals for affiliation of colleges by 15th January, 2019 to State Government as per the direction of Hon'ble Patna High Court. No proposal should be sent beyond the deadline fixed by Hon'ble Patna High Court.

8. **Adoption of National Academic Depository (NAD)** For prompt and quick delivery of degree and marksheets, Universities were requested to adopt NAD from the current academic session.

9. **Updation of University website -** University were reminded to upload all information about academic calendar, exam calendar, conduct of courses etc. on University website. List of legally Affiliated Colleges should also be uploaded.

10. **Updation of Library and Laboratory** - Universities were requested to update their library and get laboratory operationalized. Reports regarding total number of books issued during the year 2018 should be sent.
11. **Chancellor's Award** – Universities were requested to complete all formalities regarding submission of proposal to Chancellor's Secretariat for Chancellor's Award. They were reminded to complete the process by 15th January, 2019.

The meeting ended with a vote of thanks

Sd/-

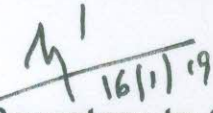
(Vivek Kumar Singh)

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

Memo No: BSU(Registrar Meeting)-04/2019- 153 /GS(I) Dated:- 16-01-2019

Copy forwarded to :

1. All Vice Chancellors/ Registrars, Universities of Bihar for information and necessary action.
2. The Principal Secretary, Deptt. of Education, Bihar/ Director, Higher Education, Bihar, Patna
3. Consultant, Higher Education, Governor's Secretariat and Concerned Officers of Governor's Secretariat, 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