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GOVERNOR'S SECRETARIAT, BIHAR
RAJ BHAVAN, PATNA-800022

NOTIFICATION

No.BSU(Statutes)-14/2023-647 /GS(I),

Dated-03.05.2024

The Hon'ble Chancellor, after due consideration of the Draft Statutes for appointment of Principals in the Constituent Colleges governed by Bihar State Universities Act, 1976 (as amended up-to-date) and Patna University Act, 1976 (as amended up-to-date) prepared by the Statute Committee consisting of three Vice Chancellors viz: Vice Chancellor, Jai Prakash University, Chapra, Vice Chancellor, Nalanda Open University, Nalanda and Vice Chancellor, Aryabhata Knowledge University, Patna, constituted vide Governor's Secretariat, Notification No. BSU(Statutes)-14/2023-264/GS(1), dated- 09.02.2024, the opinion of the Vice -Chancellors of Universities, the opinion of the State Government (Bihar State Higher Education Council, Patna) on the Draft Statute sent by Education Department, Government of Bihar vide letter no. 15/एम 1-140/2022-1564, dated-15.05.2023 and in exercise of the powers vested in him under section 36(7) of the Bihar State Universities Act, 1976 (as amended up-to-date) and the Patna University Act, 1976 (as amended up-to-date) has been pleased to approve the enclosed Statutes for appointment of Principals in Constituent Colleges governed by Bihar State Universities Act, 1976 (as amended up-to-date) and Patna University Act, 1976 (as amended up-to-date).

By the order of the Hon'ble Chancellor

Sd/-

(Robert L. Chongthu)

Principal Secretary to Governor
/GS(I), Dated-03.05.2024

Memo No.-BSU(Statutes)- 14/2023-647

Copy forwarded to:-

1. All the Vice Chancellors, Universities of Bihar for information.
2. The Chairman, Bihar State University Service Commission, Patna for information and necessary action.
3. The Additional Chief Secretary, Education Department, Govt. of Bihar, Patna for information.
4. The Member Secretary-cum-State Project Director, Bihar State Higher Education Council, Patna for information.
5. All the Registrars, Universities of Bihar for information.
6. Special Officer (Univ.) for information / PRO for information and necessary action / Guard file.
7. Copy alongwith copy of Statutes for the appointment of Principals in Constituent Colleges governed by Bihar State Universities Act, 1976 (as amended upto date) and Patna University Act, 1976 (as amended upto date) approved by the Hon'ble Chancellor forwarded to the Deputy Director, NIC, Raj Bhavan for uploading the same on the website of Raj Bhavan.

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(Balendra Shukla)

Officer-On-Special Duty(Judl.)

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AMENDED DFA

**STATUTES FOR THE APPOINTMENT OF PRINCIPAL IN
CONSTITUENT COLLEGES GOVERNED BY BIHAR STATE
UNIVERSITIES ACT, 1976 (AS AMENDED UPTO DATE) AND PATNA
UNIVERSITY ACT, 1976 (AS AMENDED UPTO DATE)**

- 1.0 Short title, extent and commencement- These Statutes may be called "Statutes for the appointment of Principal in constituent colleges for Universities of Bihar."
- 1.1 It shall apply to the Universities governed by Bihar State Universities Act, 1976 and Patna University Act, 1976.
- 1.2 It shall come into force with effect from the date of issue of the notification.
- 1.3 The appointment of Principal in colleges other than constituent colleges shall be done by the selection Committee as per the provisions of Bihar State Universities Act, 1976 (as amended upto date).

Chapter-2

- 2.0 **Definitions-** In these statutes, unless there is anything repugnant in the subject or context,
- 2.1 "Statutes" means "Statutes for appointment of Principal in constituent colleges for the Universities of Bihar."
- 2.2 "State Government" means "The Government of Bihar".
- 2.3 "University" means State University as defined under the Bihar State Universities Act, 1976 and Patna University Act, 1976.
- 2.4 Principal means "Teacher appointed as Principal as per the provision of this statutes".
- 2.5 "Commission" means Bihar State University Service Commission.
- 2.6 "Chairman" means Chairman of Bihar State University Service Commission.
- 2.7 "Member" means Member of Bihar State University Service Commission.
- 2.8 "Department" means "Department of Education, Bihar"
- 2.9 "Appointing officer" means Vice-Chancellor of respective University.

Chapter-3

- 3.0 **Appointment of Principal**
- 3.1 **Objectives**
- 3.1.1 He/She should have interest in overall development of the college.

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- 3.1.2 He/She should inculcate discipline among students, teachers and staff and ensure innovative environment and academic eco-system.
- 3.1.3 He/She should be well-versed in academic, administration and finance related matters.
- 3.1.4 He/She should have leadership qualities including initiative taking capacities for accreditation, ranking and integrating teaching with research & innovation.


3.2 Procedure of appointment

- 3.2.1 All state universities shall submit the vacant posts of Principals in constituent colleges offering UG and PG education under their Jurisdiction to the State Government along with the reservation roster.
- 3.2.2 The State Government of Bihar shall send the requisition to the Commission regarding vacant posts of such Principals along with the reservation roster.
- 3.2.3 The appointment shall be made through All India Advertisement.
- 3.2.4 The appointment of Principal shall be made on the recommendation of the Bihar State University Service Commission.
- 3.2.5 The Principal having experience as Professor will be preferably posted in the constituent Colleges offering P.G. Education whereas those offering Undergraduate education alone person having experience of Professor/Associate Professor will be posted by the Vice-Chancellor in consultation with the representative/representatives nominated by the Chancellor for this purpose.
- 3.2.6 In case commission, for any reason, is delayed in providing the list of eligible candidate to the State Government and the same is not made available to the Vice Chancellor, for appointment as Principal, the Vice-Chancellor may appoint the senior most person of the concerned college not below the rank of Professor in colleges offering P.G education and not below the rank of Associate Professor in case college offering UG education. If the Professor /Associate Professor is not available in the concerned college, the Principal may be appointed from among the Professor/ Associate Professor in the University by the Vice-Chancellor after obtaining their consent till such period.
- 3.2.7 Every applicant should submit NOC from his/her parent University / department. As per **Table-I**, they must have good record in teaching and satisfactory or good record in Sl. No.-2 in the table.

3.3 Eligibility :

- 3.3.1 Ph.D. Degree
- 3.3.2 Professor/Associate Professor with a total service/experience of at least fifteen year of teaching/research in University, Colleges and other institutions of higher education.
- 3.3.3 A minimum 10 research publication in peer-reviewed or UGC-listed Journals.
- 3.3.4 A minimum of 110 Research score as per **Table – II**.
- 3.3.5 In case of appointment of Principal for single disciplinary Institute/Colleges such as Law College or Education College where the Program offered are recognized by some

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regulatory body i.e. Bar Council of India (BCI) or NCTE, the minimum eligibility of the Principal will be that as notified by the concerned regulatory body.

3.3.6 The maximum age of the applicant should be 60 (sixty) years as on the date of advertisement.

3.4 Tenure :

(i) A College Principal shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a Committee appointed by the University, constituted as per U.G.C. regulations notified from time to time.

(ii) After the completion of his/her term as Principal, the incumbent may join back his/her parent organization.

Chapter-4

4.0 Reservation

4.1 The Reservation Policy of the State Government, as applicable on the date of advertisement, shall be followed in the appointment.

Chapter-5

5.0 Selection Process

5.1 The selection process shall be based on performance in the areas of teaching, research, extension & academic administration and interview conducted by the commission.

5.2 Teaching & Research and academic administrative experiences shall carry 60 and 20 marks respectively and interview shall carry 20 marks. Teaching & Research and administrative experience shall be calculated as per Table-III.

5.3 Academic marks include marks of teaching & research and administrative experiences. The merit list will be prepared on the basis of addition of marks of academic achievement (Full marks-80) and interview (Full marks-20) i.e. total marks-100.

5.4 The Commission will prepare a composite merit list on the basis of vacancies and reservation roster. Out of this composite merit list, a University wise panel, with due consideration of preference of universities given by the candidates, will be prepared for onward transmission to the State Government.

5.5 In the event of total score obtained from academic achievements and interview being the same, candidate having higher marks in academic achievements will be placed higher in the final merit list. In the event of candidates having same marks in academic achievements and interview, candidates who are older in age according to the date of birth will be placed higher in the final merit list and in the event of candidates having same date of birth, candidates whose name appears alphabetically first in Devnagiri Script will be placed higher in the final merit list.

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5.6 The procedure for interview shall be decided by the Commission. The merit list prepared shall be valid for one year from the date of issuance.

6.0 Appointment

6.1 The Vice-Chancellor in consultation with the Chancellor or his nominee shall, appoint the Principal, as per the procedure described in clause 3.2.5 of this statute, from among the list of candidates recommended by the Commission, within the grade and scale of pay, as applicable and within the sanctioned strength as per rule.

7.0 Joining Date

7.1 The appointment letter should clearly mention the time period (03 months) within which the candidate shall join the post.

7.2 On the request of the candidate the joining date may be extended up to a maximum period of another three months by the University.

7.3 If a candidate fails to join his or her post on or before the due date including extension the appointment may be cancelled by the appointing authority.

7.4 The scale of pay of the principals appointed through the provisions of this Statutes shall be as notified by the State Government from time to time.

Table I
Assessment Criteria and Methodology for University / College Teachers
applying to the post of Principal

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned): 100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above Good Below 80% but 70% & above— Satisfactory Less than 70% Not satisfactory
2.	Involvement in the University/College students related activities/research activities: a. Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. b. Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. c. Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. d. Organizing seminars/conferences/workshops, other college/university activities.	Good—Involved in at least 3 activities Satisfactory—1-2 activities Not-satisfactory-Not involved / undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities

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	<p>e. Evidence of actively involved in guiding Ph.D students.</p> <p>f. Conducting minor or major research project sponsored by national or international agencies.</p> <p>g. At least one single or joint publication in peer reviewed/UGC list of Journals.</p>	
<p>Overall Grading:</p> <p>Good: Good in teaching and satisfactory or good in activity at Sl.No.2. Or</p> <p>Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.</p> <p>Not Satisfactory: If neither good nor satisfactory in overall grading</p> <p>Note: For the purpose of assessing the grading of Activity at Serial No. 1 and serial no.2 , all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leaves/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.</p>		

Table - II

Assessment Criteria and Methodology for University / College teachers applying to the post of Principal of College (Academic/Research)

(Assessment must be based on evidence produced by the applicant such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filling and approval letters, students' Ph.D. award letter, etc)

Academic/Research Activity	Marks Scored
1. Research Papers Published in peer Reviewed/UGC listed Journals.	As per Table-II (A)
2. Publications (other than Research papers)	Marks per book/chapter
(a) Books authored which are published by	
International Publishers	12
National Publishers	10
Chapter in Edited Book	05
Editor of Book by International Publisher	10
Editor of Book by National Publisher	08
(b) Translation work in Indian and Foreign Language by qualified faculties.	
Chapter of Research paper	03 Per paper
Book	08 Per book
3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new and	

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Innovative courses and curricula.	
(a) Development of Innovative pedagogy.	05 Per Innovative pedagogy
(b) Design of new curricula and courses	02 per curricula/ course
(C) MOOCs	
Development of complete MOOCs in 4 Quadrants(4) credit course) (in case of MOOCs of lesser credit 05 Marks/credit)	20
MOOCs (development in 4 quadrant) per module/Lecture	05
Content writer/subject matter expert per each module of MOOCs (at least one quadrant)	02
Course coordinator for MOOCs (04 credit course) (in case of MOOCs of lesser credits 02 marks per credit)	08
(d) E-content	
Development of e-content in 4 quadrant or a complete course/e-Book	12
*e-content (developed in 4 quadrant) per module	05
Contribution to development of e-content module in complete course/paper/e-book (at least one quadrants)	02
4. Research guidance	
(a) Research guidance	
Ph.D	10/per degree awarded 05/thesis submitted
PG dissertation	02/degree awarded
(b) Research Projects Completed; (Per Project)	
More than 10 lakhs	10
Less than 10 lakhs	05
(c) Research Projects Ongoing: (Per Project)	
10 lakhs and More than 10 lakhs	05
Less than 10 lakhs	02
(d) Consultancy:	
	03
5. (a) Patents Granted (Per Patent)	
International	10
National	07
(b) Policy Document (Per document) **	
International	10
National	07
State	04
(c) Awards/Fellowship (Per award/Fellowship)	
International	07
National	05
6. *Invited lectures/Resource Person/Paper Presentation (Per paper/Lecturer)	
International (Abroad)	07
International (Within Country)	05
National	03
State/University	02

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* In case of Edited book(s)/book(s) authored by more than one Editor/Author then 70% marks will be awarded to each Editor/Author.

** Documents prepared for government /government recognized bodies, ongoing actions per paper.

Table – II (A)

The Research Score for papers would be calculated as follows :

Sr. No.	Peer Reviewed/UGC listed journals	Marks Per Paper
(i)	Paper in referred journals without impact factor	5 Marks
(ii)	Paper with impact factor less than 1	10 Marks
(iii)	Paper with impact factor between 1 and 2	15 Marks
(iv)	Paper with impact factor between > 2 and 5	20 Marks
(v)	Paper with impact factor between > 5 and 10	25 Marks
(vi)	Paper with impact > 10	30 Marks

Joint Publication;

- Two authors: 50% of total value of publication for each author.
- More than two authors: 70% total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects:

Principal Investigator and Co-investigator would get 50% each.

***Note:**

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students the formula shall be 70% of the total score for Supervisor and Co-Supervisor, both shall get 7 marks each.
- For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource person/paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of 3 categories out of 6 categories.

Table - III

1	Teaching and Research Score	60 Marks (Maximum)
	<ul style="list-style-type: none"> 400 and above 300 and less than 400 200 and less than 300 110 and less than 200 	<p>60</p> <p>50</p> <p>40</p> <p>30</p>
2	Academic Administrative Score	20 Marks (Maximum)


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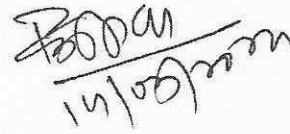
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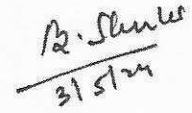
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Administrative experiences (Minimum of six months)		
(i) Act as Professor in charge/ In charge Principal/ P.G. Head in any college / institution (two marks per year, max. 06 marks)		06
(ii) N.S.S/NCC Co-ordinator / Co- ordinator Ek Bharat Shreshtha Bharat/ Viksit Bharat/ Unnat Bharat/ Sports Director/ Sports In-charge. (one mark per year, max. 03 marks)		03
(iii) Examination Controller in College (one mark per year max.02 marks)		02
(iv) Co-ordinator of open university or self finance courses of colleges / University. (one mark per year max.02 marks)		02
(v) Any administrative/ Statutory Post in University like Registrar, Proctor, C.C.D.C, Inspector of colleges, Development officer, D.S.W, Dean, IQAC Director / Co-ordinator, Director R&D, Examination Controller, Public Information Officer (On deputation) (02 marks per year max.07 marks)		07
3	Interview	20 Marks


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