



Est. 1917  
**PATNA UNIVERSITY**  
 NAAC Accredited B'

### NOTIFICATION

In pursuance of Governor's Secretariat, Bihar Letter no.BSU-25/84-3965/GS (I) dated 20.12.1986, the Vice Chancellor has been pleased to constitute the different statutory Committees of the Patna University subject to the following condition:

The term of membership of the committee other than ex-officio members may be three years from the date of their nomination provided that a member nominated as a representative of any body, shall be deemed to vacate office with effect from the date on which he ceases to be the member of that body.

(i) The Vice-Chancellor may, if he so desires, authorize the Pro-Vice-Chancellor or a senior Dean of a Faculty to preside over any meeting of any committee, as and when so needed.

(ii) The Registrar may, if he so desires, authorize any other officer of the university to act as Member Secretary of any meeting of any of the Committees in which he/she is the Member Secretary.

#### A. Affiliation & New Teaching Programme Committee:

1. The Vice Chancellor, Patna University- Chairman
  2. Deans of Faculties concerned
  3. Two representatives of the Syndicate:
    - a. Dr. Chandan Agrawal
    - b. Dr. Nagesh Kumar
  4. Two representatives of the Academic Council:
    - a. Dr. Birendra Prasad, Head, Dept of Botany, PU
    - b. Dr. Birendra Prasad Gupta, P.G. Head, Dept of Law, PU
  5. The Registrar, Patna University- Member Secretary
- The following are the powers and functions of the committee:-

*RB*  
 20-24-24

248

To scrutinize the applications for starting new teaching programmes in Constituent Colleges or P.G. Departments and to make its recommendations.

**B. Post Creation, Absorption and Confirmation Committee(for teachers and officers):**

1. The Vice Chancellor, Patna University: Chairman
2. The Pro Vice Chancellor, Patna University
3. One Senior Principal:  
Dr Raj Kishore Prasad, Principal, BN College, PU
4. One Senior Head of the University Department:  
Dr. Md. Nazim, Head, Dept of Geography, PU
5. The Director, Higher Education, Government of Bihar, Patna
6. Two members to be nominated by the Syndicate:
  - a. Sri Nitish Kumar Tantan
  - b. Vijay Kumar Singh
7. The Registrar, Patna University: Member Secretary

The following are the powers and functions of the committee:-

- i. To consider the need for creation of new posts of teachers and officers to make its recommendations.
- ii. To consider the cases of absorption of temporary teachers and officers (other than the purely temporary lecturers)for absorption in permanent service of the university and to make its recommendations.
- iii. To consider the cases of teachers and officers and to make its recommendations for their confirmation.

**C. Approval, Seniority and Pay fixation Committee:**

1. The Vice Chancellor, Patna University: Chairman
2. The Pro Vice Chancellor, Patna University
3. Three members to be nominated by the Syndicate:
  - a. Dr. S.B. Lall
  - b. Dr. Sister M. Rashmi
  - c. Sri Nitish Kumar Tantan
4. Two senior teachers:

*RS*  
20-09-24

- a. Dr. Sanjay Kumar Sinha, Dept of English, PU
- b. Dr. Rakesh Ranjan, Dept of Political Science, PU
5. One member to be nominated by the Finance Committee:  
Smt. Anjum Ara
6. The Registrar, Patna University: Member Secretary.  
The following are the powers and functions of the committee:-
  - i. To consider the cases and to make its recommendations for approval of appointments made in affiliated colleges.
  - ii. To consider representations and to make its recommendation in regard to seniority in respect of teachers and officers of the university.
  - iii. To consider the cases and to make its recommendations for fixation of pay of Teachers, Officers and other employees of the University.

**D. Promotion Committee (Officer & non-teaching staff):**

1. The Vice Chancellor, Patna University: Chairman
2. The Pro Vice Chancellor, Patna University
3. Two members to be nominated by the Syndicate:
  - a. Dr. S.B. Lall
  - b. Smt. Bina Prasad
4. The Registrar, Patna University: Member- Secretary
  - i. The committee shall consider the cases and make its recommendations for promotion of officers and other non-teaching staff of the university.

**E. Student's Residence and Welfare Committee:**

1. The Vice Chancellor, Patna University :Chairman
2. Four Deans of Faculties:
  - a The Dean, Faculty of Science, PU
  - b The Dean, Faculty of Law, PU
  - c The Dean, Faculty of Education, PU
  - d The Dean, Faculty of Commerce, PU
3. Two Senior Principals:
  - a. Dr Raj Kishore Prasad, Principal, BN College, PU
  - b. Dr. M. Rashmi, Principal, PWC, PU

RB  
20-09-24

4. The Senior most Warden:  
~~D1~~ Saroj Sinha, Ganga Chatrawas, PU
5. Two members to be nominated by the Syndicate:  
 a. Dr. Raunak Afroz  
 b. Dr Kumar Satyendra Yadav

6. The Dean, Student's Welfare-Member- Secretary  
 The Committee shall look after the management and maintenance of students' residence and make its recommendations for their proper up keep including the appointments of warden, Superintendents, Assistant Superintendents and other staff, The Committee may also look after the other welfare activities of students.

**F. Scholarship and Stipend Committee:**

1. The Vice Chancellor, Patna University: Chairman
2. The Pro Vice Chancellor, Patna University
3. The senior most Dean Of Faculty:  
 Dr. Khagendra Kumar, Faculty of Education, PU
4. One Senior most Principal  
 Dr Raj Kishore Prasad, Principal, BN College, PU
5. Senior Teacher  
 Prof Shefali Roy, Dept of Political Science, PU
6. The Dean, Student's Welfare, Patna University: Member- Secretary  
 The Committee shall examine the castes of students for award of scholarships and stipend by the University and take such steps as may be necessary for timely disbursement of scholarship.

**G. Study Leave Committee:**

1. The Vice Chancellor, Patna University: Chairman
2. The Deans of the Faculties of
  - (i) Dr Y. K. Verma, Dean, Faculty of Law
  - (ii) Dr S. B. Lall, Dean, Faculty of Commerce
  - (iii) Dr Khagendra Kumar, Dean, Faculty of Education
3. Two members to be nominated by the Syndicate:
  - a. Dr. Laxmi Narayan

RB  
 20-09-24

- b. Dr. Ashutosh Kumar
- 4. Two members to be nominated by the Academic Council:
  - a. Dr. Sharad Prawal, Head, Dept of PMIR, PU
  - b. Dr. Amit Kumar, Head, Dept of Statistics, PU
- 5. The Registrar: Member- Secretary

The Committee shall consider the applications of teachers and make its recommendations for grant of study leave.

#### **H. Equivalence Committee:**

- 1. The Vice Chancellor: Chairman
- 2. The Pro-Vice Chancellor
- 3. Two Deans of Faculties:
  - a. The Dean, Faculty of Science, PU
  - b. The Dean, Faculty of Law, PU
- 4. Two Heads of University Departments (as are not Deans of Faculties):
  - a. Dr. Birendra Prasad, Head, Dept. of Botany, PU
  - b. Dr. Md. Nazim, Head, Dept. of Geography, PU
- 5. The Registrar: Member- Secretary

The Committee shall scrutinize the cases for giving equivalence to the examinations conducted by other university/autonomous Institutions and make its recommendation for consideration of the Academic Council.

#### **I. Statutes Committee:**

- 1. The Vice Chancellor, Patna University: Chairman
- 2. Two members to be nominated by the Syndicate:
  - a. Sri Nitish Kumar Tantan
  - b. Dr. D. N. Thakur
- 3. Three Teachers:
  - a. Dr. Birendra Prasad, Prof, Dept. of Botany, PU
  - b. Dr. Atul Aditya Pandey, Dept of Geology, PU
  - c. Dr. Sanjay Kumar Sinha, Dept of English, PU
- 4. The Registrar, Patna University: Member Secretary

RS  
20-09-24

The Committee shall prepare statutes, Ordinances, Regulations and Rules of the University and amendments relating thereto, take steps for printing of university Calendar containing laws of the University and consider proposals for making amendments in the statutes, Ordinances, Regulations and Rules of the University and make its recommendations.

**J. Library Committee:**

1. The Vice Chancellor, Patna University: Chairman.
2. All Deans of Faculties, Patna University
3. Two senior University Professor:
  - a. Prof. Md. Sharif, Dept of Law, PU
  - b. Prof. Abha Singh, Dept of Botany, PU
4. The University Librarian, Patna University -Member- Secretary  
The Committee may look after the proper maintenance and management of the university Library Including purchase of books, periodicals, journals etc

**K. Building Committee:**

1. The Vice Chancellor: Chairman
2. The Financial Adviser
3. The Superintending Engineer, Bihar state Educational Infrastructure Development Corporation (BSEIDO)
4. One member to be nominated by the Syndicate:  
Sri Navin Kumar Arya
5. One member to be nominated by the Finance Committee:  
Sri Suppan Prasad Singh
6. The Registrar
7. The University Engineer: Member Secretary

The Committee shall consider all matters relating to the location and construction of new buildings in University and Colleges and repair and maintenance of existing buildings.

It shall also consider tenders received for such construction repairs and make its recommendations.

RB  
20-09-24

**L. Purchase and Sales Committee:**

1. The Vice Chancellor: Chairman
2. The Financial Adviser
3. Three members to be nominated by the Syndicate:
  - a. Dr. S. B. Lall
  - b. Sri Shashikant Verma (Pappu Verma)
  - c. Dr. Raunak Afroz
4. The Finance Officer: Member Secretary

The committee shall consider annual requirements of University's Stores including Examination stores, shall open and consider tenders and the samples and makes it recommendations for purchases to be made from time to time.

The Committee shall conduct auction and make arrangement for the sale of salable articles or for settlement of land, orchards etc. of the University Estate.

**M. Press Committee:**

1. The Vice Chancellor, Patna University: Chairman
2. Two members to be nominated by the Syndicate:
  - a. Dr Laxmi Narayan
  - b. Dr. Ashutosh Kumar
3. Three Seniors Teachers:
  - a. Dr Reena Mohanka, Dept of Botany, PU
  - b. Dr. Fazal Ahmad, Dept. of Sociology, PU
  - c. Dr. D.P. Kamal, Dept of A.I.H & Archeology, PU
4. The Superintendent of the Government Press, Patna or Local, if there be one.
5. The University Press Superintendent: Member Secretary  
The committee shall look after the management, maintenance and function of the university press including purchases to be made for the Press.

**N. Discipline Committee (for Teachers, Officers and other staff of the University):**

1. The Vice Chancellor, Patna University: Chairman

RB  
20-09-24

24/2

2. The Pro Vice Chancellor, Patna University
3. Three members to be nominated by the Syndicate:
  - a. Dr. S. B. Lall
  - b. Dr. D. N. Thakur
  - c. Dr. Sister M Rashmi
4. One Senior most teacher amongst the Deans of Faculties:  
Dr. Y. K. Verma, Dean, Faculty of Law, PU
5. The Proctor, Patna University
6. The Registrar, Patna University: Member Secretary

The Committee shall consider all cases of indiscipline on the part of teachers, officers and other staff of the University and make its recommendations for decision by the authorities concerned.

#### **O. Admission Committee:**

1. The Vice Chancellor, Patna University: Chairman
2. The Pro Vice Chancellor, Patna University
3. Three senior Deans of Faculties
  - a. Dr. Bandana Singh, Dean, Faculty of Social Science, PU
  - b. Dr. Namita Kumari, Dean, Faculty of Science, PU
  - c. Dr Y. K. Verma, Dean, Faculty of Law, PU
4. Two Heads of the University Departments
  - a. Dr. Rajneesh Kumar, Head, Dept of Biotechnology, PU
  - b. Dr. Md Nazim, Head, Dept of Geography, PU
5. Two Principals of Colleges
  - a. Principal, College of Arts & Craft, PU
  - b. Principal, Patna Law College, PU
6. The Dean, Student's Welfare, Patna University -Member Secretary

The committee shall consider the cases for admission of students in the University Departments and colleges, consider amendments to the rules of admission and take such steps as may be necessary to ensure admission according to rules on general and reserved seats.

RS  
20-09-24



**P. Students' Discipline Committee:**

1. The Vice Chancellor, Patna University
  2. The Pro Vice Chancellor, Patna University
  3. The senior most Dean of the Faculty:  
Dr. Y. K. Verma, Dean, Faculty of Law, PU
  4. The Senior most Warden:  
Dr Saroj Sinha, Warden of Hostels, PU
  5. Two Heads of University Departments:
    - a. Dr Suraj Deo Singh, Head, Dept of Urdu, PU
    - b. Dr Amit Kumar, Head, Dept of Statistics, PU
  6. One Principal of the College:  
Dr Sister M. Rashmi, Principal, Patna Women's College, PU
  7. The Dean, Student's Welfare, Patna University
  8. The Proctor, Patna University, Member Secretary
- The Committee shall examine and consider all cases of indiscipline on the part of students make its recommendations.

**Q. Academic Calendar Committee:**

1. The Vice Chancellor, Patna University
2. All Deans of Faculties, Patna University
3. Two Heads of University Departments:
  - a. Dr Pushpa Sinha, Head, Dept of Economics, PU
  - b. Dr Sayeed Alam, Head, Dept of A.I.H & Archeology, PU
4. Two Senior Principals:
  - a. Principal, B.N. College, PU
  - b. Principal, Patna College, PU
5. The Dean, Student's Welfare, Patna University, Member Secretary

The Committee shall prepare University Academic Calendar each year for the full duration of the course in respect of the students to be admitted in following academic session. The academic calendar should contain the date of starting the teaching, the courses to be covered in each area of each academic year and the dates of University Examinations.

RB  
20-09-24

**R. Sports Committee:**

1. The Vice Chancellor, Patna University
2. The Pro Vice Chancellor, Patna University
3. The Director/ Prof-in-Charge of Sports:
  - Dr. Choudhary Sharfuddin, Associate Prof, Dept of Botany, PU
4. Two Heads of University Departments:
  - a. Dr. Suheli Mehta, Head, Dept of Home Science, PU
  - b. Dr Sheo Sagar Prasad, Head, Dept of Psychology, PU
5. Two Principals of Colleges of whom one Principal of a Women's College
  - a. Dr Namita Kumari, Principal, M.M. College, PU
  - b. Dr Sanjay Kumar Sinha, Principal, Patna College, PU
6. The Registrar, Patna University, Member Secretary

The Committee shall look after all the works relating to development and holding of games or sports in the university and colleges.

This notification reconstituted due to time to time due superannuation / relinquish of the post held by the members. The term of the members other than ex-officio member is for three years from the date of the first notification memo no. Acad/742 dated 20-09-2024 and it will be **till 19-09-2027**

By order of the Vice Chancellor,

*Shalini*  
20-9-2024  
Registrar

Patna University, Patna

Memo no. Acad./742

Dated: 20-09-2024

Copy forwarded to 1. All the members of the above-mentioned Committees, 2. All Officers, Patna University, 3. Coordinator, NAAC, Patna University, 4. The Professor in Charge, Patna University Library, 5. The Superintendent, Patna University Press, 6. The University Engineer, Works Department, Patna University, 7. The Chief Medical Officer, Central Dispensary, Patna University, 8. The General Secretaries, PUTA/PUEA/PUCEA, 9. The In-Charge, Patna University Computer Centre (for uploading on P.U. website), 10. All the Section Officers, Patna University, 11. The Secretary to the Vice Chancellor (Office/Residence), Patna

*RS*  
20-09-24

University, 12. The P.A. to the Pro Vice Chancellor, Patna University for information and necessary action.

Shalin  
20-9-2024  
Registrar

Patna University, Patna

Memo no. Acad./742(A)

RB  
20-09-24

Dated: 20-09-2024

Copy forwarded to 1. The Principal Secretary, Higher Education, Government of Bihar, Patna and the 2. Additional Secretary to the Governor of Bihar for information and necessary action.

Shalin  
20-9-2024  
Registrar

Patna University, Patna

RB  
20-09-24