

MANUAL VIII
BOARDS, COURT, COUNCILS, COMMITTEES, FACULTIES,
DEPARTMENTS,BOARDS OF STUDIES ETC. UNDER THE
UNIVERSITY

[SECTION 4(1)(B)(VIII)]

- University Court as provided in Section 9 of the BHU Act, 1915 and Statute 10, Statute 11, Statute 12 & Statute 13 of the University [Court is an advisory body. Its functions are (i) to advise the Visitor (President of India) in respect of any matter which may be referred to it for advice, (ii) to advise any authority of the University in respect of any matter which may be referred to the Court by such authority; and (iii) to perform such other duties and exercise such other powers as may be assigned to it by the Visitor or under BHU Act.
- Executive Council as provided in Section 10 of the BHU Act, 1915 and Statute 14, Statute 15 and Statute 16 of the University [Executive Council, subject to the control of the Visitor, is the executive body of the University and have charge of the management and administration of the revenue and property of the University and the conduct of all administrative affairs of the University not otherwise provided for]
- Academic Council as provided in Section 11 of the BHU Act, 1915 and Statute 17 and Statute 18 of the University [Academic Council is the academic body of the University and, subject to the Act, the Statutes and Ordinances, have charge of the organization of study and research in the University and the Colleges, the courses of study and the examination of students and the conferment of ordinary and honorary degrees and exercises such other powers and perform such other duties as may be conferred or imposed on it by the Statutes and Ordinances and have right to advise the Executive Council on all academic matters.
- Finance Committee as provided in Statute 21 of the University [Finance Committee examines accounts and scrutinizes proposals for expenditure. The Annual accounts and the budget of the University for the next financial year prepared by the Finance Officer is considered by the Finance Committee and its comments are submitted to the Executive Council for approval with or without amendments. The Finance Committee fixes limits for the total recurring expenditure and the total non-recurring expenditure for the year, based on the income and resources of the University which, in the case of productive works, may include the proceeds of loans]
- Faculties as provided in Statute 22, Statute 23 and Statute 24 of the University There are 15 Faculties in the University – Agriculture, Arts, *Ayurveda*, Commerce, Dental, Education, Engineering and Technology, Law, Management Studies, Medicine, Performing Arts, Science, Social Sciences, Sanskrit Vidya Dharma Vigyan, and Visual Arts.

- Departments of Studies as provided in Statute 25 [There are 127 Departments in the University]

ACADEMIC COMPOSITION OF THE UNIVERSITY

A. Institutes

1. Institute of Medical Sciences
2. Institute of Agricultural Sciences
3. Institute of Environment & Sustainable Development
4. Institute of Management Studies
5. Institute of Science

B. Faculties

1. Agriculture
2. Arts
3. Ayurveda
4. Commerce
5. Dental Science
6. Education
7. Environment and Sustainable Development
8. Law
9. Management
10. Medicine
11. Performing Arts
12. Sanskrit Vidya Dharma Vijnan
13. Science
14. Social Sciences
15. Visual Arts
16. Veterinary & Animal Sciences

C. Inter Disciplinary Schools

1. School of Biotechnology
2. School of Life Sciences

D. University College

Constituent College: Mahila MahaVidyalaya (Women's College) located inside the campus

E. Colleges Admitted to the Privileges of University

1. Arya Mahila Post Graduate College (Chetganj, Varanasi)
2. D.A.V. Post Graduate College (Ausanganj, Varanasi)
3. Vasanta College for Women (Rajghat, Varanasi)
4. Vasant Kanya Mahavidyalaya (Kamachha, Varanasi)

F. Schools Maintained by the University

1. Central Hindu Boys School
2. Central Hindu Girls School
3. Ranvir Sanskrit Vidyalaya

G. Centres for Studies

1. Food Science & Technology
2. Centre for Genetic Disorders
3. DST-Centre for Interdisciplinary Mathematical Sciences
4. Centre for the Study of Nepal
5. Women Studies & Development
6. Malaviya Centre for Peace Research
7. Integrated Rural Development
8. Social Exclusion and Inclusive Policy
9. Hydrogen Energy Centre
10. Nanoscience & Technology Unit/Centre
11. Malaviya Mulya Anusheelan Kendra (“Sri Adityaram Bhattacharya”)
12. Bharat Adhyan Kendra

UGC RECOGNISED CENTRES/PROGRAMMES

A. Special Assistance Programme (CAS & DRS Programmes)

1. Agronomy (DRS)-I
2. School of Biotechnology (DRS)-III
3. Institute of Management Studies (DRS)-II
4. Statistics (DRS-II)
5. Geography (DRS-II)
6. Chemistry (CAS-II)
7. Geology (CAS-II)
8. Physics (CAS-V)
9. Psychology (DRS-II)
10. Zoology (CAS-VI)
11. Botany (CAS-VI)

B. DST-FIST Programme

(Fund for Improvement of Science & Technology Infrastructure Programme (FIST) in University and Higher Educational Institutions)

1. Physics, Institute of Science
2. Botany, Institute of Science
3. Anatomy, Institute of Medical Science
4. Mycology & Plant Pathology, Institute of Agricultural Science
5. Chemistry, Institute of Science
6. Zoology, Institute of Science
7. Geology, Institute of Science

C. DST-PURSE-Programme

1. Institute of Science &
2. Institute of Medical Sciences

D. Other Programmes/ UGC-Innovative/TRIEA Scheme

1. Philosophy and Religion Faculty of Science, Department of Physics-Establishment of Networking Resource Centre
2. Psychology – PG Diploma (One year) in Counseling, Guidance & Psychological Intervention
3. Centre for Genetic Disorder – PG Diploma in Chromosomal Genetic & Molecular Diagnostics
4. Telugu, Faculty of Arts – PG Diploma in Translation Skills for varied Competencies

E. Other UGC recognized Centres/Programmes of Specialized Research

1. CFST, Institute of Agricultural Sciences –Enhancing Research Capacity & initiating Integrated M.Sc./M.Tech. & Ph.D. Programme in the area of Food Science & Technology.
2. Centre for Women's Studies and Development, Faculty of Social Sciences.
3. Centre for Study of Social Exclusion and Inclusive Policy, Faculty of Social Sciences.
4. Centre for Study of Nepal, Faculty of Social Sciences

5. IMS – Centre of Excellence in HIV Care, Faculty of Medicine.
6. IMS – Determining factors associated with ART Drug Adherence HIV positives in India (NACO), Faculty of Medicine.
7. Faculty of Science – Strengthening Space Science activities in Universities (ISPO), Department of Physics.
8. Buddhist Studies Centre, Department of Pali & Buddhist Studies, Faculty of Arts – "Scheme of Epoch Making of Social Thinkers of India".
9. National Facility for Tribal and Herbal Medicine (NFTHM).
10. 10.DST- Mahamana Centre of Excellence in climate Change Research- Institute of Environment and Sustainable Development.
11. Vedic Vigyan Kendra.

Besides, any authority of the University may appoint as many standing or special committees as it may deem fit, and may appoint to such committees persons who are not members of such authority. Any such committee may deal with any subject delegated to it subject to subsequent confirmation by the authority appointing it.

IMPORTANT MEETINGS

Executive Council Meetings

June 07, 2019

September 27, 2019

December 07, 2020

December 22, 2020

January 11, 2020

May 7, 2020 (By circulation)

July 15, 2020

July 31, 2020 (By circulation)

August 16, 2020 (By circulation)

August 30, 2020

September 23, 2020 (By circulation)

November 1-2, 2020

November 17, 2020

January 1, 2021

June 4, 2021 {the tenure of the all 8 EC members has expired in July 2021 & under preparation for New Executive council members/meetings are to be nominated in terms of Statute 14.}

The meetings are fully open to members only and the minutes are available on BHU website

Academic Council Meetings

June 10, 2019

December 20, 2019 (Special Meeting)

November 4, 2020

April 4, 2020 (By circulation)

August 8, 2020 (By circulation)

September 9, 2020 (By circulation)

November 11, 2020 (By circulation)

December 11, 2020 (By circulation)

November 04, 2020 (By circulation)

BHU Court Meeting

December 09, 2019

{Last BHU Court meeting was h members/meetings has expired i not been nominated, yet in terms

Finance Committee Meeting

June 17, 2019

October 10, 2019

May 5, 2020

June 20, 2020

October 29, 2020

December 11, 2020

May, 22, 2021 (Enclosed below scanned copies).

Faculty Meetings

Faculty of Visual Arts	15.04.2019
Faculty of Social Sciences	29.05.2019
Faculty of Law	31.05.2019
Faculty of Performing Arts	31.05.2019
Faculty of Arts	31.05.2019
Faculty of Social Sciences	24.09.2019
Faculty of Social Sciences	15.11.2019
Faculty of Social Sciences	16.12.2019
Faculty of Social Sciences	11.01.2020
Faculty of Agriculture	28.02.2020
Faculty of Law	17.03.2020
Faculty of Arts	09.01.2021; 15.03.2021
Faculty of Medicine	08.10.2020; 23.01.2021; 10.02.2022
Faculty of Social Sciences	03.03.2021
Faculty of Agriculture	15.01.2021
Faculty of SVDV	16.01.2021; 26.03.2021
Faculty of Dental Science	12.10.2020
Faculty of Ayurveda	13.08.2022
Faculty of Medicine	10.02.2022

The meetings are fully open to members only

GUIDELINES & ORDINANCES

S.NO	GUIDELINES & ORDINANCES	PARTICULARS LINKS
2	Internal Audit Manual	https://www.bhu.ac.in/guidelines/audit.php
4	Executive Council Resolution (Agendas and MOMs)	https://www.bhu.ac.in/ec/
5	Annual Reports and Account & Audit Reports	https://www.bhu.ac.in/annualreport/
6	Academic Events	https://www.bhu.ac.in/academic_event/
7	Academic Programs	https://www.bhu.ac.in/academic/
8	BHU Act (Calendar)	https://www.bhu.ac.in/aboutus/act.php
12	UGC Non-Net Fellowship Guidelines	https://www.bhu.ac.in/guidelines/nonnet.php
13	Project Guidelines	https://www.bhu.ac.in/guidelines/project.php
15	Ordinances related to Examinations	https://www.bhu.ac.in/ordinances/566.pdf
16	Guidelines on Institutional Biosafety	https://www.bhu.ac.in/research/INSTITUTIONALBIOSAFETY.pdf
17	BHU Act and Statutes	https://www.bhu.ac.in/guidelines/acts.pdf
18	Atal Rankng of Institutions on Innovation Achievements (ARIIA) (2019-20 & 2020-2021)	https://www.bhu.ac.in/ariia/
19	Institution of Eminence (IoE) Notification	https://www.bhu.ac.in/ioebhu/notification.htm
20	National Institutional Ranking Framework (NIRF)	https://www.bhu.ac.in/NIRF/
21	Ordinances Governing Intellectual Property Policy	https://www.bhu.ac.in/ordinances/ipp.pdf https://www.bhu.ac.in/ipr/

22	EC Council Agendas & MOMs	https://www.bhu.ac.in/ec/ https://www.bhu.ac.in/ec/_pdf_files/EC%20MEETING%20MINUTES%20%2027.09.2019%20final.pdf https://www.bhu.ac.in/ec/_pdf_files/EC%20MEETING%20MINUTES%20%20%204.06.2021%20SIGNED.pdf
23	BHU Act & Ordinances	Chapter –I & Chapter-II https://www.bhu.ac.in/aboutus/act.php https://new.bhu.ac.in/Site/Page/1_2_32_67_Main-Site-BHU-Act-andamp;-Ordinances

NAME OF BOARDS, COUNCIL, COMMITTEE ETC.

The Academic Council, the Faculty, the Board of Studies, Finance Committee, BHU Court, Executive Council

Meetings are not to public but to the member only.

- <https://www.bhu.ac.in/ec/>
- <https://www.bhu.ac.in/anualreport/>
- https://www.bhu.ac.in/academic_event/
- <https://www.bhu.ac.in/ioebhu/guidelines.htm>

COMPOSITION

As per provision Acts and Statutes of the University

(A) As per Statues 21(1) of the Banaras Hindu University, the Finance Committee shall consist of the following members, namely

1	Vice-Chancellor	Chairman
2	Three Persons nominated by the Visitor	Member (Visitor Nominee)
3	Two persons who are not employees of the University appointed by the Executive Council	Member (Executive Council Nominee)
4	Two Deans of Faculties by rotating according to seniority for a term of two years	Member

- <http://bhu.ac.in/aboutus/act.php>
- <https://www.bhu.ac.in/ec/>
- <https://www.bhu.ac.in/anualreport/>
- https://www.bhu.ac.in/academic_event/
- <https://www.bhu.ac.in/ioebhu/guidelines.htm>

DATES FROM WHICH CONSTITUTED

As per provision in the Acts and Statutes of the University

- <http://bhu.ac.in/aboutus/act.php>
- <https://www.bhu.ac.in/ec/>
- <https://www.bhu.ac.in/anualreport/>
- https://www.bhu.ac.in/academic_event/
- <https://www.bhu.ac.in/ioebhu/guidelines.htm>

TERM/ TENURE

As per provision in the Acts and Statutes of the University

- <http://bhu.ac.in/aboutus/act.php>
- <https://www.bhu.ac.in/ec/>
- <https://www.bhu.ac.in/anualreport/>
- https://www.bhu.ac.in/academic_event/
- <https://www.bhu.ac.in/ioebhu/guidelines.htm>

POWERS AND FUNCTIONS

As per provision in the Acts and Statutes of the University. The Finance Committee shall meet at least every year to examine accounts and to scrutinize for expenditure.

WHETHER THEIR MEETINGS ARE OPEN TO THE PUBLIC?

Meetings are open to the members only and not to public

- <https://www.bhu.ac.in/ec/>
- <https://www.bhu.ac.in/ioe/>
- https://new.bhu.ac.in/Site/Page/1_2_16?2121
- <http://bhu.ac.in/aboutus/act.php>
- <https://www.bhu.ac.in/anualreport/>
- https://www.bhu.ac.in/academic_event/
- <https://www.bhu.ac.in/ioebhu/guidelines.htm>

WHETHER THE MINUTES OF THE MEETINGS ARE OPEN TO THE PUBLIC?

1. No for Academic Council
2. Yes for Executive Council
3. No for BHU Court

- <https://www.bhu.ac.in/ec/>
- <https://www.bhu.ac.in/ioe/>
- https://new.bhu.ac.in/Site/Page/1_2_16?2121
- <http://bhu.ac.in/aboutus/act.php>
- <https://www.bhu.ac.in/anualreport/>
- https://www.bhu.ac.in/academic_event/
- <https://www.bhu.ac.in/ioebhu/guidelines.htm>

PLACE WHERE THE MINUTES IF OPEN TO THE PUBLIC ARE AVAILABLE?

Minutes of Executive Council Resolutions are available on BHU website

- <https://www.bhu.ac.in/ec/>
- <https://www.bhu.ac.in/ioe/>
- https://new.bhu.ac.in/Site/Page/1_2_16?2121
- <http://bhu.ac.in/aboutus/act.php>
- <https://www.bhu.ac.in/anualreport/>
- https://www.bhu.ac.in/academic_event/
- <https://www.bhu.ac.in/ioebhu/guidelines.htm>

Details of EC Meeting during 01.01.2022 to 20.09.2022

Detail of EC Meeting during 1.1.2022 to 20.9.2022

Sl. No.	Date of EC Meeting	Remarks
1	Nil	Last EC meeting was held on 04.06.2021. The tenure of the all 8 Executive Council members has expired in July 2021. New Executive Council members are to be nominated in terms of Statute 14.

Detail of BHU Court Meeting during 1.1.2022 to 20.9.2022

Sl. No.	Date of BHU Court Meeting	Remarks
1	Nil	Last BHU Court meeting was held on 09.12.2019 The tenure of the 48 BHU Court members has expired in 2021. New BHU Court members have not been nominated, yet in terms of Statute 27.

BANARAS HINDU UNIVERSITY

काशी हिन्दू विश्वविद्यालय
OFFICE NOTE & ORDER


[Budget Section]

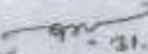
It is to submit that the online meeting of the Finance Committee of the University was held on 22.5.2021 at VC Lodge. The Minutes of the meeting was sent to the members of the Finance Committee electronically and comments of the all the members on the minutes have been received.

The Minutes for the meeting is being enclosed for signature of the Vice-Chancellor and Chairman, Finance Committee, So that the same may be submitted to the Executive Council Cell for placing the same before the ensuing meeting of Executive Council for confirmation.

Submitted, please.


Section Officer

DR (FC Cell) 
31/5/21

FC 
31.05.2021

V.C. 
31/5/21

MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 22nd May, 2021.

Meeting of the Finance Committee held on 22nd December, 2020 at 11.00 a.m. in the V.C.Lodge, BHU, through Video Conferencing, under the Chairmanship of Prof. V.K.Shukla, Vice-Chancellor, Banaras Hindu University.

The following members have attended the meeting :

1. Prof. Sudhakar Panda, Ex-Vice-Chancellor, Birla Global University, Bhubaneshwar.
2. Prof. J.N. Mishra, Faculty of Commerce and Management, Allahabad University, Prayagraj.
3. Prof. Rajesh Shah, Dean, Faculty of Performing Arts, BHU.
4. Prof. P. S.Tripathi, Dean, Institute of Management Studies, BHU.
5. Sri Surat Singh, Director (CU), (representative of the Joint Secretary (CU) Deptt. of Higher Education, Ministry of Education, New Delhi).
6. Sri Mohammed Rizwan, Director (Finance), (representative of the Joint Secretary (FA) Integrated Finance Division), Deptt. Of Higher Education, Ministry of Education, New Delhi.
7. Dr. J.K.Tripathi, Joint Secretary (CU), University Grants Commission, New Delhi.
8. Dr. Abhay Kumar Thakur, Finance officer, BHU

Comments from the Integrated Finance Division (IFD), Ministry of Education vide letter no. F.No.9-7/2018-IFD dated 21.5.2021 were taken on record and discussed during the meeting.

At the outset Chairman, welcomed all members of the Finance Committee. Thereafter, agenda items were discussed and resolutions were taken as follows :

Agenda Item No. 1

To confirm the Minutes of the Finance Committee held on 29.10.2020 and 11.12.2020.

FCR – 1 RESOLVED that *the minutes of the Finance Committee Meeting held on 29.10.2020 and 11.12.2020 through video conferencing be confirmed.*

Agenda Item No. 2

Action Taken Report on the Resolution of the Finance Committee held on 29.10.2020 and 11.12.2020.

FCR – 2 RESOLVED that *the Action Taken Report on the resolution of the Finance Committee meeting held on 29.10.2020 and 11.12.2020 through video conferencing be recorded.*
RESOLVED FURTHER that *where certain compliance/actions are required by the University, such action should be mentioned in Action Taken Report instead of the phrase 'Noted'.*

Agenda Item No. 3

To consider and approve the minutes of the Annual Accounts and Balance Sheet for the year 2020-21 of the Banaras Hindu University.

- FCR – 3 *Annual Accounts and Balance Sheet, prepared by the University were circulated to all the members of the Committee. Subsequently on reconciliation of accounts, it was noticed that certain vouchers could not be entered in annual accounts as these were not sent by the unit due to lockdown. These vouchers were entered under proper head of accounts and the annual accounts were amended accordingly and circulated to all members vide email dated 21.5.2021. The Finance Officer brought this issue to the notice of members.*

It is RESOLVED that the amended Annual Accounts and Balance Sheet for the year 2020-21 of the Banaras Hindu University be approved.

It is FURTHER RESOLVED that after getting approval from the FC and EC, the Annual A/cs be sent to the C & AG Office, Allahabad for audit.

Agenda Item No. 4

To consider the proposal for 'Construction of a new block in the Department of Anaesthesiology' of the donation of US\$ 1,00,000/- (INR 72,21,194/-) made by Dr. Phool Chandra, 5919 Centerville Rd. Apt. # 263 (waverly Gardens), North Oaks, NM 55127 USA.

- FCR – 4 *RESOLVED that a detailed proposal be sent to the Ministry of Education, Deptt of Higher Education, Govt. of India for consideration.*

Agenda Item No. 5

To consider payment of stipend of 4 additional MD(Ay.)/MS(Ay.) seat pertaining to the Faculty of Ayurveda.

- FCR – 5 *RESOLVED that a detailed proposal with justification, along with existing provision for 50 MD(Ay.)/MS(Ay.) seats may be sent to the Ministry of Education, Deptt of Higher Education for consideration.*

Agenda Item No. 6

To consider the proposal for enhancement of stipend of the Students of Department of Library & Information Science, undergoing Library Apprenticeship Training.

- FCR – 6 *RESOLVED that the details with regard to stipend being paid to the students of M.Lib.Sc. working as trainee in other central Universities be collected and a detailed proposal with justification for enhancement of stipend of the students of Deptt. Of Library & Information Science be submitted to the Ministry of Education, Deptt of Higher Education for consideration.*

Agenda Item No. 7

To consider and approve transfer of fund of Rs. 200.00 crore to Corpus fund of the University

The members of the Committee appreciated efforts taken by the University for enhancement in Internal Revenue in order to meet University's Share under 'Institution of Eminence' Scheme and other development needs.

FCR – 7 RESOLVED that *the proposal for transfer of unencumbered fund of Rs. 200.00 crore under Corpus Fund (sub head BHU Capital Fund) of the University be approved.*

RESOLVED FURTHER that *a self contained proposal be submitted to the Ministry of Education, Deptt. of Higher Education in pursuance of observation made by the Integrated Finance Division, Ministry of Education vide letter F.No. 9-7/2018-IFD dated 21st May, 2021.*

Agenda Item No. 8

To consider the the statuts of pending Audit Paras of the University.

The Committee members taken cognizance of several old audit paras pending in CAG Office.

FCR – 8 RESOLVED that *a meeting be organised at the level of the Finance Officer of the University and Principal Director, Office of the C & AG for resolution of these paras.*

FURTHER RESOLVED that *if matter still remains unresolved the status report of the pending audit paras of the University along with action taken so far be sent to the Ministry of Education, Deptt. Of Higher Education.*

Agenda Item No. 9

To consider the nomination of Finance Committee Member to the Standing Finance Committee of the Institute of Medical Science, BHU.

FCR – 9 RESOLVED that *one member from the UGC may be nominated in the Standing Sub-Committee of Finance for IMS, BHU as UGC is the funding agency for IMS also similar to the University.*

RESOLVED FURTHER that *the Vice-Chancellor is authorised to take appropriate action on this issue and report may be placed in the Finance Committee in its next meeting.*

Agenda Item No. 10

To consider and approve the proposal for write off the stores valued to Rs. 3,74,14,975.00 (Three Crore Seventy Four Lakh Fourteen Thousand Nine Hundred Seventy Five Only).

FCR – 10 RESOLVED that the proposal for write off of un-serviceable items, to the tune of Rs. 3,74,14,975/-, as approved by the Vice-Chancellor is recorded subject to strict compliance of the provisions laid down in the GFR-2017 for write off of stores.


Agenda Item No. 11

To consider and record the orders of the Vice-Chancellor.

FCR – 11 RESOLVED that following orders of the Vice-chancellor be recorded :

1. Opening of Sub Head under SF-Rashtriya Bal Swasthya Karyakram (SF-05/0058) both, on receipt and expenditure side of Cash Book.
2. Opening of sub head under SF-Rashtriya Arogya Nidhi Health Minister's Cancer Patient Fund (HMCPF) (SF-05/0056) both, on receipt and expenditure side of the Cash Book.
3. Opening of sub head under SF-New International Hostel-Utility Charges (SF-02/0087) both, on receipt and expenditure side of Cash Book.
4. Opening of sub head under SF-International Hostel Development & Maintenance Fund (SF-02/0085) and SF-International Hostel Amenities under (SF-02/20086) both, on receipt and expenditure side of Cash Book.
5. Opening of sub head-PI Share under Spl. Fund both, on receipt and expenditure side of Cash Book as approved vide letter no. F(C)/SF/B-204/2020-21/1855 dated 15/17.2.2021 and letter no. F(C)/SF/B-204/2020-21/3158 dated 28.3.2021.

The meeting ended with thanks to the Chair and all the members of the Finance Committee.


(Dr. Abhay Kumar Thakur)
Secretary


(Prof. V.K. Shukla)
Chairman