



বাংলাদেশ ইসলামী বিশ্ববিদ্যালয়
جامعة بنغلاديش الإسلامية
BANGLADESH ISLAMI UNIVERSITY

BIU

STATUTE

সংবিধি

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PREFACE

Bangladesh Islami University was established at the initiative of Professor Sayeed Kamal Uddin Abdullah Zafree with the goal of sharing technical higher education with the mass people and providing citizens with up-to-date, realistic education to aid in their development as a well-educated nation. It is registered under the Society Act of 1860 and operates under the Trust Registration Act of 1882. In accordance with Section 35 of the Private University Act, 2010, the University obtained the Certificate from the Government of Bangladesh and the University Grants Commission as a separate entity. In accordance with Section No. 18(2) of the Private University Act, 2010, the University's founder, Professor Sayeed Kamal Uddin Abdullah Zafree, has chosen to prefer Syndicate as its Executive Authority. Thus, in accordance with Section 37 of the Act, the Syndicate of Bangladesh Islami University, as the Executive Authority, drafted the statutes of University for the due approval of the Chancellor through proper channel. According to the laws and regulations of the government, the statutes can be revised time to time to meet the current needs.



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STATUTE INDEX SHEET

Chapter	Heading	Page
	Preface	02
	Index Sheet	03 - 04
Chapter 1	Short Title and Definitions	1
Chapter 2	Mission, Vision, and Objectives of the University	3
Chapter 3	Authorities	4
	Board of Trustees	4
	Syndicate	5
	Academic Council	7
	Powers of Faculty or School	7
	Department / Institute	8
	Curriculum Committee	8
	Finance Committee	9
	Faculty Selection Committee	9
	Discipline Committee	9
	Library Committee	10
	Deans' Committee	11
	Credit Transfer Equivalence Committee	11
	Registration of the Students	12
Chapter 4	Duties of the Officers and Faculties etc.	13
	University Officers	13
	The Chancellor	13
	The Vice Chancellor	14
	Pro Vice Chancellor	14
	Treasurer	15
	Officials Selection Committee	15
	Institutional Quality Assurance Cell (IQAC)	16
	Accreditation	17
	Registration of the Students	17
Chapter 5	Fund, Account Maintenance, Budget, and other Relevant Issues	18
	General Fund	18
	Student Fee	18
	Salary Structure and Service Rules	18
	Budget	18
	Accounting and Auditing	19
	Amendment Sheet	20

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Page

CHAPTER – 1

SHORT TITLE AND DEFINITIONS

1. **Short Title.** This Statute shall be called as Bangladesh Islami University (BIU) Statute.
2. **Definition.** If nothing is contrary to the subject and circumstances, the explanation of the terminologies used in this Statute will be as under:
 - a. “Act” means the Private University Act, 2010 (The Act 35 of 2010)
 - b. “Faculty” means:
 - (1) Any teaching faculty or School of Studies i.e. Faculty of Engineering, School of Business etc of this University.
 - (2) All teachers of the University; collectively and individually.
 - c. “Academic Council” means the Academic Council of this University as formed under the Section 19 (1) and (2) of the Private University Act, 2010;
 - d. “Founder” means founder of this University, Professor Kamal Uddin Abdullah Zafree as formed under the Section 2(6) of the Private University Act, 2010;
 - e. “Board of Trustees” means Board of Trustees (BoT) of this University as formed vide Section 15 of the Private University Act, 2010 and stated at Section 6 of this Statute;
 - f. “Commission” means University Grants Commission of Bangladesh formed under University Grants Commission of Bangladesh Order, 1973 (P.O. No. 10 of 1973);
 - g. “Statute” means Statute of this University with any other statute as formed under Section 37 of the Private University Act, 2010;
 - h. “Certificate” means certificate issued under the Private University Act, 2010;
 - i. “Syndicate” means University Syndicate as stated at Section 10 of this Statute and formed vide Section 17(1), (2) of the Private University Act, 2010;
 - j. “Teacher” means any Professor, Associate Professor, and Assistant Professor, Lecturer or other adjunct faculties of this University;
 - k. “Trust” means University Trust as registered under the Societies Registration Act, 1860;
 - l. “Appropriate Authority” means any personnel or authority as assigned by the Syndicate to perform any specific task;

- m. “University” means Bangladesh Islami University (BIU);
- n. “Chancellor” means Chancellor of this University;
- o. “Vice Chancellor” means Vice Chancellor (VC) of this University;
- p. “Pro Vice Chancellor” means Pro Vice Chancellor (Pro VC) of this University;
- q. “Treasurer” means Treasurer of this University;
- r. “Registrar” means Registrar of this University;
- s. “Controller of Examinations” means Controller of Examinations (CoE) of this University;
- t. “Dean” means Dean of any Faculty of this University;
- u. “Finance Committee” means Finance Committee of this University as stated at Section 21 of this Statute;
- v. “Employee” means any employee of this University?
- w. “Hall” means any residential accommodation of the students e.g. Gents Hall, Ladies Hall;
- x. “Authority” means University Authority controlled vide Section 14 of the Private University Act, 2010;
- y. “Institute” means any Institute of this University, and
- z. “Officers” means any officer of this University.

CHAPTER– 2

VISION, MISSION AND OBJECTIVES OF THE UNIVERSITY

3. Vision and Mission

- a. **Vision of the University:** The vision of the University is to nurture talent and resolve with modern knowledge and modern technology to meet the expectations of the nation and the world also. In order to keep up and cope with the demands of the 21st century, the University emphasis on high-quality education through creativity, exploration, research and creative activities. Here at the University our mission is to make our students competent and ethical leaders who will lead the nation and the world.
- b. **Mission of the University:** The mission of the University is to impart knowledge for interweaving the two streams of education of our country-religious and modern, in the light of Islam. The supreme reality, Allah the Almighty who wants spiritual consciousness, has given freedom to human intellect and imagination. There are four sources of knowledge that are used to explore the basic concept of a human being and his/her relationship with Allah and the rest of the universe. These sources are: revelation, intelligence, reason and good conscience. This philosophy serves as the basis of designing curriculum for the University and helps to make it a “Centre of Excellence” by setting a new standard for the higher education in Bangladesh. In short, it can be said the followings:
- (1) To produce quality intellectuals, professionals and scholars by integrating the qualities of faith (*'iman'*), knowledge (*'ilm'*) and good moral character (*akhlaq*) to serve as a agent of comprehensive and balanced progress as well as sustainable development in Bangladesh as well as in the whole world.
 - (2) To nurture the quality of holistic excellence which instills with Islamic moral and spiritual values with technology driven modern education in the process of learning, teaching, research, publication, administration and student life.
 - (3) To develop an environment that instills commitment for life-long learning and a deep sense of social responsibility among all internal stakeholders of the university.

4. Objectives:

- a. To inculcate the young men and women with the universal principles of *Towhid* (the Unity of Allah); and
- b. To make practical steps for the moral, intellectual, economic, social, scientific and technological development in accordance with the principles of Islam and to take appropriate steps in finding out practical solutions of the problems of the new millennium.

CHAPTER – 3

AUTHORITIES

5. Authorities According to the Private University Act, 2010, Section 14 (1) are as follows:

- a. Board of Trustees (BoT);
- b. Syndicate;
- c. Academic Council;
- d. Faculty;
- e. Institute;
- f. Curriculum Committee;
- g. Finance Committee;
- h. Faculty Selection Committee;
- i. Officers Selection Committee;
- j. Discipline Committee;
- k. Library Committee;
- l. Credit Transfer Equivalence Committee;
- m. Deans Committee; and
- n. Other Committees (as required).

6. **Board of Trustees.** According to the Section 6 and 15 of the Act, 12 members of this University will constitute the BoT as following:

S.L	Name	Designation
01	Professor Kamaluddin Abdullah Zafree	Chairman
02	Professor Dr. A.N.M. Rafiqur Rahman	Vice-Chairman
03	Mr. Sayed Shahidul Bari	Vice-Chairman
04	Professor Big Gen K M Salzar Hossain	Ex-Officio Member As a Vice-Chancellor
05	Mr. Hakim Md. Yousuf Harun Bhuiyan	Member
06	Mr. Monjur Elahi	Member
07	Mr. Mohammad Abdul Halim	Member
08	Mr. Mustafa Amin Khan	Member
09	Mr. Mohammad Abdul Hamid	Member
10	Mr. Masood Sayedee	Member
11	Mr. Sayed Nafis Zafree	Member
12	Mr. Mizanur Rahman	Member
13	Mr. Saiyed Jareer Zafree	Member
14	Mr. Syed Usama Al Mosaddeque	Member-Secretary

7. **Responsibilities of BoT.** According to Section 16 of the Private University Act, 2010, the BoT of this University will perform the following duties and responsibilities:
- To affix the seal of the University, preserve it, and determine its uses;
 - To approve the organogram and equipment of the University;
 - To approve the Service Rules, and Statute of the University, as formulated by the Syndicate and forward it to the University Grants Commission (UGC);
 - To ensure the funding of the University;
 - In the light of the rules of the Statutes and as per the recommendations of the Syndicate, to approve the proposals for the creation of the post of Teachers, Faculties, Officers, and Employees of the University; to determine their duties and responsibilities. Provisions of the services and salary scale; to determine student's fees, and approval of appointment;
 - To arrange yearly audit of the University, examine and approve it;
 - To approve the yearly budget and work plan as recommended by the Syndicate;
 - In order to establish good governance and to resolve various problems of the University, at least one annual meeting shall be arranged to exchange views with various stake holders i.e. teachers, guardians, alumni, etc. and to formulate the development program based on opinions received and implement those;
 - To submit the proposal for the appointment of VC, Pro VC, and Treasurer to the Chancellor based on the Sections 31, 32 and 33 of the Private University Act, 2010; and
 - To approve the yearly report as formulated by the Syndicate and to forward it to the Chancellor.
8. **Syndicate.** According to the Section 17 (1) of the Private University Act, 2010, the Syndicate shall consist of the following members:
- VC, who will also be its Chairman;
 - Pro VC;
 - Treasurer;
 - 1 (one) member of Academic Council, 1(one) Dean and 1(one) Head of the Department, as nominated by the Vice Chancellor;
 - 1(one) educationist as nominated by Government;
 - 3(three) members of BoT as nominated by the BoT itself;
 - 1(one) representative as nominated by the Commission who will be a University Professor, and not working in the Commission; and
 - Registrar, who will also act as the Secretary.

9. **Tenure of Syndicate Committee Members.** According to the Section 17(2) of the Private University Act, 2010, the tenure of the nominated members of Syndicate will be 2 years starting from the date of the nomination; but the provision is that despite the completion of this tenure, a member will remain in charge until his successor takes the charge.
10. **Authority and Responsibilities of the Syndicate.** As per the Section 18 of the Private University Act, 2010, the Syndicate will exert and implement following powers and responsibilities:
- a. Supervise and conduct the academic, administrative, and general management of the University as the executive authority.
 - b. Review the annual work plan and budget as prepared by the Finance Committee and finalize it for the approval of Board of Trustees.
 - c. According to the University statutes, and rules of the Private University Act, 2010 the Syndicate will propose for the creation of the post of teachers, officers, and employees determining their duties and responsibilities, provisions of service and salary scale also determining student fees, and recruitments for approval of the BoT;
 - d. Approve examinations and results as per the recommendation of the Academic Council.
 - e. Supervise and preserve all examination certificates and its security code provided by the University.
 - f. Ensure the discipline of the University at all levels and to take remedial measures on ill disciplinary acts; to give decision on the Disciplinary Committee recommendations after its due scrutiny.
 - g. Provide decision on the allegation of all types of sexual harassment after reviewing the proposals of the Disciplinary Committee in accordance with the recommendations of the Sexual Harassment and Assault Prevention committee.
 - h. Consider, and give decisions on the recommendations of the Academic Council;
 - i. Ensure the proper preservation of students' registration, University examination results, account, and other important records of the University.
 - j. Prepare the Statute of the University, and to send it to the BoT for approval.
 - k. Prepare the Annual Report and send it to the Chancellor, Government, and the Commission through the BoT.

11. **Academic Council.** According to the Section 19 (1) of the Private University Act, 2010, the Academic Council of the University will be formed with following members:
- VC, who will also be its Chairman;
 - Pro VC;
 - All Deans;
 - All Department/Institute heads;
 - 1(one) Professor from each department nominated on the basis of seniority and service;
 - 3(three) education Patrons as nominated by the BoT;
 - 2(two) educationists as nominated by the Syndicate, and
 - Registrar, who will also be its Secretary.
12. **Tenure of Academic Council.** As per the Section 19(2) of the Private University Act, 2010, the tenure of the nominated members of Council will be of two years starting from the date of nominations, but the provision is that despite the completion of his/her tenure, a member will remain in charge until his or her successor takes the charge.
13. **Authority and Responsibilities of Academic Council**
- As per the Section 20(1) of the Private University Act, 2010, the Academic Council will be the main authority for the academic affairs of the University.
 - As per the Section 20(2) of the Private University Act, 2010, the Academic Council:
 - Will be responsible for students' admission, teaching, improvement of the quality of teaching, and examinations, and will exert its authority for its control, and supervision;
 - Will formulate the courses and curriculum, and determine research subjects upon the approval of the Syndicate and as per the Act, Commission's policy and Statute of the University;
 - As entrusted by the Statute, will exert the authority, perform the assigned duties, and will advise the Syndicate on all educational matters;
 - Will recommend the results of all examinations to the Syndicate for approval after its due scrutiny;
14. **Faculty or School.**
- According to the Section 21 (1) of the Private University Act, 2010, the University shall have at least 3 (three) faculties, or School of Studies at Bachelor and Master's level, and
 - According to the Section 21(2) of the Private University Act, 2010, the VC shall nominate one of the senior teachers as Dean of the Faculty who will be responsible for maintaining curriculum, and conducting research works on the approved subjects by the Act, Statute, and Commission and within the control of the Academic Council.

15. **Departments.** As per the Section 22 of the Private University Act, 2010, there will be a number of Departments under each Faculty. Departments will have following responsibilities:
- Each department will conduct educational program, and research work on different subjects as approved by the Commission within the purview of the Act, Sections, Statute, and subject to the control and supervision of the Academic Council and respective faculties;
 - Each department of the University will have a Head from amongst the teachers as nominated by the Vice Chancellor and s/he will conduct all educational activities according to the syllabus and curriculum under the general supervision and control of the Vice Chancellor through the respective Dean.
16. **Institutes.**
- As per the Section 23 (1) of the Act, 2010, the University may establish one or more Institutes with the approval of the Commission,
 - Each institute as established vide sub article 17a above, will have a Director and s/he will conduct educational program under the general control and supervision of the Vice Chancellor, and that is approved by the Commission, which follows the Act and University Statute.
17. **Curriculum Committee.** As per the Section 24 of the Private University Act, 2010, and under this Statute:
- Each department of the University shall have a Curriculum Committee;
 - All teachers of the Department, and 02 (two) experts of the respective subject from other recognized, or Private University will be members of the Curriculum Committee, and Department Head will be the Chairman of that committee;
 - Each subject, and course of the University will have to be approved by the Commission, and no student can be admitted in the respective subject, and course before the circulation of written approval;
 - If the committee feels the necessity of any alteration, or addition in the curriculum approved by the Commission earlier, will apply to the Commission with logical justifications;
 - The Commission will confer the decision within 90 (ninety) days of receiving the application as stated at the sub section 18d above;
 - If the Commission does not provide decision within the stipulated time as stated at sub section 19e above, or the University authority is aggrieved at the decision given, then an appeal can be made to the Chancellor against that decision within 30 days of getting the decision, and the decision of the Chancellor on this matter will be considered as final.

18. Finance Committee.

- a. As per the Section 25 (1) of the Private University Act, 2010, there shall be Finance Committee of the University, and the tenure of the members of this Committee will be of 03 (three) years;
- b. As per the Section 25(2) of the Private University Act, 2010, the Finance Committee will be formed with following members:
 - (1) 3 (three) members nominated by the BoT among them one will be the President;
 - (2) VC;
 - (3) Treasurer;
 - (4) 1(One) Head of a Department as nominated by the VC;
 - (5) 2(two) expert members of the concerned subject, as nominated by the Syndicate; and
 - (6) Director (Finance), who will also be the Member Secretary.

19. Power and Responsibilities of Finance Committee.

- a. Shall prepare the Annual budget of the University and place it to the BoT through the Syndicate for its approval; and
- b. Shall advice, and recommend to the Syndicate, and the BoT on all financial matters.

20. Faculty Selection Committee. As per Section 27 of the Private University Act, 2010, a Faculty Selection Committee shall be formed to appoint teachers for the University. The Committee shall be comprised of the following members:

- a. VC, who will also be its Chairman;
- b. Pro VC;
- c. 3 (three) patrons of education as nominated by the BoT;
- d. 2 (two) experts of the concerned subject, as nominated by the Syndicate;
- e. Deans of the concerned faculty;
- f. Chairman of the concerned department or institute; and
- g. Registrar, who will also be the Member Secretary.

21. Discipline Committee.

- a. According to the Section 28 of the Private University Act, 2010, the University will have a Discipline Committee, consisting of following members:
 - (1) A member selected by BoT, who will also be the Chairman of the Committee;
 - (2) VC;
 - (3) Deans of concerned faculties;

- (4) 01(one) Departmental Head, as nominated by the Syndicate;
 - (5) Registrar; and
 - (6) Proctor, who will also be the Member Secretary;
- b. The functions of the Discipline Committee will be stipulated by the Syndicate;
- c. It will ensure discipline at all levels of the University;
- d. To ensure prevention and punishment, against all kinds of unruly behavior along with sexual harassment and assault, the committee will prepare policy for investigation, hearing and to submit charge sheet so that quick action can be taken and the recommended proposal can be placed to Syndicate for final decision;
- e. In case of any allegation against any member of the Discipline Committee, the BoT will form an Inquiry Committee of five members amongst them, two will be from members of the BoT, two from the members of the Syndicate and one will be a legal expert; and
- f. BoT will take action against the member of the Discipline Committee in question; on the basis of the recommendation of the Inquiry Committee formed vide sub section 21e above.

22. **Library Committee.**

- a. **Composition:** Under this Statute, a Library Committee will be formed with following members for the development, expansion, and proper management:
 - (1) VC, who will also be its Chairman;
 - (2) One representative from the Syndicate, as nominated;
 - (3) All Deans, Head of the Department, and Directors of the programs, and
 - (4) Librarian of the University who will act as a Member Secretary.
- b. **Responsibilities of the Library Committee.**
 - (1) The Library Committee will advise the University authority on the management, and administration of the library, and prepare rules and policies for the procurement, and uses of books;
 - (2) The Library Committee will run the library, procure books, and conduct other services as per the approved policy of the Syndicate; and
 - (3) Co-ordinate and maintain liaison with other universities in issues related to the library.

23. **Deans' Committee.**

- a. **Composition.** All Deans will be the member of the Committee. Syndicate will appoint one of them as the Chairman of the Committee and one as Secretary of the Committee.
- b. **Responsibilities of the Deans' Committee.**
 - (1) It will meet time to time to discuss inter faculty related issues;
 - (2) It will take initiative to improve the academic standard of the University with the help of all academic departments/programs;
 - (3) It will make necessary policy to coordinate and synchronize University curriculum;
 - (4) It will examine, and approve the reports on the quality, and standard of different courses submitted by departments/programs; and
 - (5) It will take practical steps to establish and operate revenue earning projects, and research centers useful and supportive to the society.

24. **Credit Transfer Equivalence Committee.**

- a. **Composition of Departmental Committee.** There shall be a Departmental Credit Transfer Equivalence Committee for each department in the university, which will be formed as follows:
 - (1) Concerned Chairman of the department, who will also be its chairman;
 - (2) 02 (two) senior teachers/faculty;
 - (3) Program coordinator of the department, who will also be the member secretary of the committee.
- b. **Composition of Central Committee.** To equivalence the Credit, there shall be a Credit Transfer Equivalence Committee in the university, which will be formed with the following members.
 - (1) VC, who will also be its Chairman;
 - (2) Pro VC;
 - (3) Dean of the concerned faculty;
 - (4) Head of the concerned Department;
 - (5) A member nominated by the Academic council among them;
 - (6) Academic adviser of the concerned Department (if any); and
 - (7) Registrar, who will also act as the member secretary to the Committee.

c. **Responsibilities of the Committee.**

- (1) Check and verify the information mentioned in the Credit Transfer Form;
- (2) Check and verify all academic transcripts and certificates;
- (3) Equivalence the transferred credit and the syllabus;
- (4) Based on the verification and equivalence, the committee will recommend the concerned student to admit in specific semester;
- (5) Perform all other functions in accordance with the policies approved by the Syndicate; and
- (6) Co-ordinate and maintain network with other Universities in issues related to the Credit Transfer.

CHAPTER – 4

DUTIES OF THE OFFICERS AND FACULTIES

25. **University Officers.**

- a. According to Section 29(1) of the Private University Act, 2010, University shall have the following officers, namely:
- (1) Vice Chancellor;
 - (2) Pro Vice Chancellor;
 - (3) Treasurer;
 - (4) Controller of Examinations;
 - (5) Dean or Director;
 - (6) Registrar;
 - (7) Proctor;
 - (8) Head of the Department;
 - (9) Advisor (Students Welfare);
 - (10) Director (Finance);
 - (11) Public Relation Officer;
 - (12) Librarian.
- b. According to the Section 29(2) of the Private University Act, 2010, other necessary officials may be appointed for the smooth functions of the University, besides the officers listed in subsection 30a.

26. **The Chancellor.** According to the Section 30 of the Private University Act, 2010:

- a. The Honorable President, the People's Republic of Bangladesh will be the Chancellor of the University.
- b. The Honorable President, or any other person nominated by him will preside over the Convocation Ceremony to award academic and honorary degrees.
- c. It is obligatory to take the consent of the Chancellor to give any honorary award.

- d. On the basis of Chancellor's approval, every year or the time as decided by his order the Convocation Ceremony will be held at that time interval, and
- e. The Ministry of Education will perform the secretarial responsibilities of the Chancellor.

27. **The Vice Chancellor (VC).** Accordingly, to the Section 31 of the Private University Act, 2010:

- a. The name of VC of the University will be proposed by the Board of Trustees, and appointed by the Chancellor for a period of four years;
- b. The VC shall be the Chief Executive and Academic official, and he shall be responsible to implement the decisions of the BoT, and the Syndicate;
- c. For the appointment under the sub-section 27a, VC has to have a first class, or equivalent honors, and Master's on engineering subjects or PhD degree, and 20 years experiences on research work or administration including at least 10 years teaching experiences in any reputed University;
- d. If the nominated candidate is in service at any private University, or any recognized University, then the clearance certificate from his/her employment authority will have to be submitted with the proposal;
- e. While submitting the proposal under the sub-section 27a, a written consent of proposed person will have to be submitted to the Chancellor;
- f. Under the provision of this Section, if an appointed VC is unable to continue his duty, Pro VC will act as the VC temporarily; but if Pro VC post is vacant, Treasurer will act as VC temporarily;
- g. The VC shall be the ex officio member of the BoT;
- h. The VC shall remain responsible to the BoT for his activities; and
- i. Chancellor can remove the VC for any specific reasonable ground with the recommendations of the BoT; subject to the conditions that before taking such decision, the VC must be given the scope for self-defense.

28. **Pro Vice Chancellor (Pro VC).** According to Section 32 of the Private University Act, 2010:

- a. A person, proposed by the BoT, will be appointed as the Pro VC by the Chancellor for the period of four years;
- b. For the appointment of Pro VC under the sub-section 28a, the appointed person has to have first class or equivalent graduate and post graduate degree or PhD degree, and 15 years administrative and research experiences, with 10 years teaching experience;
- c. If the proposed person for the post of Pro VC is in service of any other private University, or recognized University, the clearance certificate of his/her current employer has to be submitted with the proposal;

- d. While submitting the proposal under the sub-section 28a, a written consent of the proposed person has to be submitted to the Chancellor;
- e. Pro VC will perform the duties and responsibilities as stated in the Statute, and as assigned by Vice Chancellor, and
- f. The Chancellor, for any definite reason, can remove the Pro VC from the charge with the recommendation of the BoT; subject to the condition that before taking such decision Pro VC has to be given the scope for self-defense.

29. **Treasurer.** According to Section 33, of the Private University Act, 2010:

- a. The Chancellor can appoint any person in the position of treasurer for the period of four years on the recommendation of the BoT;
- b. For the appointment of a Treasurer, the person must have minimum master's degree with at least 15 years of teaching, administrative experiences; and
- c. The Treasurer will carry out an overall supervision of the fund of the University, and maintain the records of revenue and expenditure of the University, and he will prepare the budget, and will be responsible for the financial management, discipline and account;
- d. When any situation will arise that warrants removal of the Treasurer, Chancellor can remove the Treasurer on the recommendation of Syndicate, and BoT clearly stating the reasonable ground subject to the condition that before taking such decision the Treasurer has to be given the chance for self-defense.

30. **Officials Selection Committee.** A Selection Committee shall be formed to appoint officers (Registrar, Librarian, and other officers) of the University as per the Section 34 of the Private University Act, 2010. Selection Committee shall be formed consisting of following members:

- a. VC, who will also be its Chairman;
- b. Pro VC;
- c. 3 (three) members nominated by the BoT among them;
- d. 2 (two) members nominated by the Syndicate among them, who are not the member of the BoT;
- e. A distinguished external expert, as nominated by the VC; and
- f. Registrar, who will also be the Member Secretary.

31. **Academic Curriculum.** According to section 35 of Private University Act, 2010:
- a. The University will have to get the written approval of the Commission for all its education plan, or other academic issue; but the condition is that, if the permission of any other agency, or organization is required by law, then that permission will also have to be obtained;
 - b. To get the approval as per sub section 20a above, University will apply according to the prescribed system of the Commission;
 - c. In each department, or program of the University, the numbers of part-time teachers will not exceed one-third of the number of full-time teachers of the respective course; but resource persons from other professionals will not be included in the list;
 - d. If any teacher working at a recognized University, or other institutions is employed as a part-time teacher at this University, then the clearance certificate needs to be obtained from the present authority;
 - e. Commission shall finalize the application (sub section 20a) within 90 (ninety) days under this provision.
 - f. If the commission denies approving any application under this provision, then appeal can be made to the Chancellor against that decision within 30 (thirty) days of the denial date, and the Chancellor's decision will be treated as final.
 - g. For any reason if there is a stalemate in the University activities, or its normal activities are hampered, and students' performance loss is apprehended, then for the interest of continuing the normal educational activities of the University, Chancellor with the recommendation of Commission and Ministry of Education can provide necessary order and instruction, and to this effect Chancellor's decision will be the final.
32. **Institutional Quality Assurance Cell (IQAC).** As per the Section 36 of the Private University Act, 2010:
- a. **Composition:** There shall be an Institutional Quality Assurance Cell (IQAC) in the university to ensure quality education at the tertiary level. The IQAC will be formed with the following members:
 - (1) A distinguished teacher, as nominated by the VC, who will be its director for 3 (three) years;
 - (2) An additional director; and
 - (3) Officers and staffs.

b. **Functions of the IQAC:**

- (1) Review existing policies and procedures of the University;
- (2) Assessing and strengthening capacity for effective governance, teaching-learning, research and community services;
- (3) Institutionalize quality assurance systems within the University;
- (4) Prepare the University to meet the quality assessment (QA) and accreditation requirements;
- (5) Monitoring and evaluating Self-Assessment (SA) practices and processes through various faculty-enrichment programs; and
- (6) Co-ordinate all QA related activities at the national level, and liaise with UGC and other external QA agencies.

33. **Accreditation.** According to section 38 of the Private University Act, 2010, Bangladesh Accreditation Council (BAC) has been formed in 2017. University shall actively engage with BAC for various instructions and necessary training of faculties on accreditation requirements for all the programs that are run by the University.

34. **Registration of the Students.** As per Section 40 of the Private University Act, 2010:

- a. Each student shall be registered during admission and allotted with a unique registration number;
- b. This number, provided as per sub-section 30a above will remain valid till completion of the program; and
- c. The registration number provided under sub-section 30a above, will be shown on the certificate and transcript. This number will have to be preserved for any future reference.

CHAPTER – 5

FUND, ACCOUNT MAINTENANCE, AND RELEVANT ISSUES

35. **Source of Fund.** According to Section 41 of the Private University Act, 2010, the sources of University fund shall be as under:
- Unconditional donation from any benevolent personnel, group of personnel, charitable trust, or organization;
 - Loan from any benevolent personnel, group of personal, charitable trust organization or Government;
 - Grant from any benevolent personnel, group of personnel, charitable trust, or organization;
 - Student fee;
 - Own income generated from different own University sources; and
 - Any other sources approved by the Government or UGC.
36. **Student Fees.** The University will prepare a student fees structure to meet the necessary expenditure, which will be in conformity with the socio-economic condition of country and will inform the UGC. The Commission can advise after being informed, if necessary.
37. **Salary Structure and Service Rules.** The University will prepare a suitable salary structure and service rules for its teachers, officers, and employees and shall inform the UGC. The Commission can advise after being informed, if necessary.
38. **General Fund.** According to Section 44 of the Private University Act, 2010:
- The University will have a General Fund beside Reserve Fund, and money received from student fee and other sources will be deposited to that fund;
 - The general fund will be operated by the joint signatures of one of the officials nominated by the BoT, and Treasurer of the University;
 - Having informed the Government and UGC, money of General Fund can be spent, and utilized in the sectors recommended by the BoT;
 - The accounts of last fiscal year for annual income expense, Reserve Fund and General Fund have to be submitted to the Commission and Government before 30th September of each fiscal year;

- e. No university or on its behalf no person or institution shall be able to collect any fund from any foreign source without the pre-approval of the Chancellor and to collect such fund, university shall have to submit application for obtaining Chancellor's approval through government channel.
- f. Without the permission of the Chancellor, fund or any part of it, cannot be remitted outside Bangladesh by University, or any person or institution on behalf of the University; and
- g. The General Fund of the University cannot be used in any other purposes except to meet the necessary expenses of the University.

39. **Accounting and Auditing.** According to the Section 45 of Private University Act, 2010:

- a. University will prepare and maintain the income and expenditure account in the specified form of the Commission;
- b. The account as stated at sub section 39a shall be audited by a Government nominated firm from Bangladesh Bank enlisted external Chartered Accountant firms (CA Firms), and the audit report shall be sent to the Ministry of Education, and the Commission within 30 November of next financial year;
- c. In the light of the audit report received as referred at sub section 39b, the Government and Commission, can direct University to take measures as found suitable and, the University shall initiate an appropriate action.

40. **Publication of English text.** A translated English copy of (Bangla version) Statute shall be published and shall be termed as Authentic English Text of (Bangla version) Statute; but the provision is that in case of any conflict between this Statute and Bangla version, Bangla version will get the priority.

By order of the authority:



(Dr. Md. Sohel Al Beruni)

Registrar

Bangladesh Islami University

AMENDMENT SHEET

Amendment No	Date of Amendment	Details of Amendment	Auth	Amended by	Remarks