

UNIVERSITY GRANTS COMMISSION OF BANGLADESH

A PROFILE

(Monogram)

UNIVERSITY GRANTS COMMISSION OF BANGLADESH
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FOREWORD

This profile of the Universities Grants Commission of Bangladesh has been published to provide very briefly the information relating to the UGC. The profile has introduced , the readers with structural composition of the UGC and has incorporated division wise functions of it in different levels. The Research Division of the University Grants Commission has taken special effort for the publication. I gratefully acknowledge their sincere assisted and cooperation in this regard.

I hope that this profile will be useful to those who are keenly interested in the activities of UGC.

Professor Nazrul Islam
Chairman
University Grants Commission of Bangladesh

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UNIVERSITY GRANTS COMMISSION OF BANGLADESH

1. Background:

The University Grants Commission (UGC) of Bangladesh was established under the President's Order (P.O.) No. 10 of 1973 which was deemed to have come into force with effect from 16 December 1972.

The UGC is the apex and statutory body of the universities of Bangladesh including the private universities. The primary objectives of instituting the UGC were to promote and coordinate university education; monitor, and maintain standard of university education; assess the needs in terms of funding for the public universities; and advise the Government on various issues related to the universities. The arrangement was also designed to safeguard the autonomous character of the universities.

Composition

Under section 4(I) of the President's Order No. 10 of 1973 and its amendment of 1998 the UGC consists of the following members:

Chairman	:	1
Full-time Members	:	5
Part-time Members	:	9

The Part-time members embody three Vice-Chancellors by rotation, three Professors of the Universities (of which the Vice-Chancellors are not members), and three nominees of the Government (Secretary, Ministry of Education, relevant Member of the Planning Commission, and a representative of the Ministry of Finance, not below the rank of a Secretary).

3. Role:

The basic principle on which the UGC of Bangladesh, like its counterparts elsewhere in the world, has been instituted is that it shall deal with the Government, specially with the Ministry of Education, on behalf of the universities of Bangladesh.

The major responsibilities entrusted to the UGC by the President's Order No. 10 of 1973 are to receive funds from the Government and allocate and disburse, out of such funds, grants to the public universities for their maintenance and development. After necessary assessment and scrutiny of the requirements of the universities, the UGC places them before the Government for necessary approval. Till now, the UGC, however, does not deal with the financial affairs of private universities, but is authorized to supervise, monitor and regulate their activities. The UGC performs the arduous task of convincing the Government about the needs of the universities and thus work as a coordinating body between the Government and the universities. The arrangement safeguards the universities from undue political interference and helps the Government to avoid undue pressure in dealing directly with the universities.

The framing of Education Policy of the country is the responsibility of the Government. The UGC, along with other relevant bodies, provides necessary materials for framing the

policy. Within the framework of the national policy, the UGC is free to deal with the promotion and development of higher education and research in all fields..

Relation with the Universities: The Universities do not deal directly with the government for their needs but with the University Grants Commission which in turn deals with the government on their behalf. The primary function of the University Grants Commission of Bangladesh is to protect and safeguard the academic and administrative autonomy of the universities. The UGC analyses the needs and demands of the universities and examines the various programmes of the universities including those for expansion.

The UGC acts as a spokesman and regulatory body for the universities and plays a pivotal role in presenting the problems and demands of the universities to the Government.

Relation with the Government: The statutory obligation of the University Grants Commission to the Parliament emanates from the President's Order No. 10 of 1973. As per section 12 of the Order, the Commission shall prepare a report not later than the first day of March each year, on the activities and performances of the universities for the year ending on the previous thirty-first day of December and submit it to the Government for its appraisal. The Government shall cause the report to be laid before the Parliament.

Further, as per section 11 of the Order "the Commission shall cause to be maintained such books of account and other books in relation to its account in such form and in such manner as may, in consultation with the Comptroller and Auditor General of Bangladesh..., be prescribed".

Relation with the Parliament The constitutional obligation of the University Grants Commission of Bangladesh to the Parliament has been laid down by President's Order No. 10 of 1973 [(Section 11(1), (2), (3) and (4)]. Each year the UGC submits an Annual Report to the National Parliament through the Ministry of Education along with recommendations to enhance the quality of education in the country.

This also includes annual accounts of the Commission together with the audit report thereon.

4. Functions:

Functions

Under section 5(I) of the President's Order, the UGC's functions broadly fall into two categories: Academic and Financial.

Academic Functions

- To assess the needs in the field of university education and formulate plans for the development of such education;
- to examine and assess the quality and standard of teaching and research in various disciplines at the university level education;

- to collect statistical data and other information relating to the existing situation in the field of higher education;
- to advise the Government on proposals to grant the right to confer special degree awarding status on colleges which may be considered suitable for such other functions as may be conferred on it by any law or by the Government.
- to examine in depth the facilities available for students and formulation of plans for their upliftment;
- to provide facilities for expansion and improvement of the standard of higher education by promoting fundamental and empirical research in the universities and affiliated colleges;
- to improve facilities and opportunities for teachers relating to higher studies, research and training both at home and abroad; and
- to examine possibilities for raising individual colleges to autonomous status and expansion and establishment of new universities and research institutions.
- to deal with the academic aspects of the private universities and assisting them to develop their curriculum.

B. Financial Functions

The Government after due appropriation made under law in this regard pay to the UGC in each financial year such sums as may be feasible for the maintenance and development of the universities or for the promotion of higher education and research and for the purpose of all other functions of the UGC under this Order.

Sources of the UGC fund are as follows :

- Grants from the Government;
- Loans from the Government;
- Donations and Endowments; and
- Receipts from such other sources as may be approved by the Government.

Financial functions involve :

- determining financial needs of the public universities;
- receiving funds from the Government and allocate and disburse, out of such funds, grants to the universities for their maintenance and development;
- making budgetary allocations for the universities;
- drawing budgeted fund from the Government Exchequer in four quarterly installments and disburse it to the public universities;
- formulating development plan for the public universities;
- formulating Annual Development Programme (ADP) & Annual Foreign Exchange Budget (AFEB) for the public universities;
- monitoring and evaluating the development projects undertaken by the public universities;
- providing funds for the research projects proposed by the university teachers;
- offering and allocating funds for the UGC M.Phil & Ph.D Fellowship;
- allocating and disbursing money from the research support fund to assist the higher education and research;
- allocating fund and processing UGC Awards, UGC Merit Awards, UGC Chair etc.;
- allocating fund for publishing graduate and post graduate text & reference books;

- giving partial travel grants to the university teachers to participate in seminar, symposium and conference; and
- granting financial assistance to such other higher education and research activities.

Recurrent Grants: These grants are allocated to meet the expenditure on staff salaries, running costs of departments, libraries, laboratories, maintenance of premises and so on.

Recurrent Expenditure – The public universities shall submit their budget to the UGC according to the calendar agreed upon by the UGC and the universities. These will be discussed, scrutinized and examined in detail by the UGC officials and their university counterparts. There will be constant exchange of views between the UGC and the public universities through their respective officials to clarify and remove all possible confusions and ambiguity. There may be discussion between the Chairman and the Members of the UGC with the Vice-Chancellors of the public universities. After this, the UGC will examine the budget proposal of each public university. At the second stage, the UGC officials will discuss the budget with the officials of the Ministry of Education, and those of the Ministry of Finance. At the ending stage, the UGC will present the budget of the public universities to the Ministry of Education.

Development Grants: These are given for five specific purposes:

- (i) erection of new buildings and adaptation of the old ones for various purposes, academic and residential;
- (ii) purchase of sites, properties and lands;
- (iii) professional fees;
- (iv) furnishing of buildings;
- (v) new academic departments.

Development Expenditure – The public universities shall submit their development plans to the UGC and the UGC will process it for the approval of the appropriate authority.

- (i) The Chairman, Members and Officials of the UGC shall visit the public universities and discuss their development plans with the University authorities on the spot.
- (ii) The UGC shall be constantly in touch with the Ministry of Education and the Planning Commission. The final decision about the overall size of the fund is the responsibility of the Government, and once the decision is made, the distribution of the available funds is the exclusive responsibility of the UGC.
- (iii) The Annual Development of Plan (ADP) of each public university is to be prepared in the light of the amount of fund made available for each public university in the fiscal year.

5. Structural Profile of the UGC

Structurally, the UGC consists of the office of the Chairman, the offices of the Full-time Members, the offices of Six Divisions.

The main functions of the Administrative Division are to provide Secretariat and General Services to the UGC, and handle the scholarships and fellowships offered and processed by the UGC.

The principal role of the Finance and Accounts Division is to manage the financial affairs of the UGC at micro-level and help the public universities at macro-level in respect of coordination and control of revenue and expenditures and also to assist the UGC in its strategic financial decision making processes.

The Research and Publication Division of the UGC promotes and enhances higher education through research activities offering regular research projects to the university teachers, arranging seminars, symposia and workshops on higher education in the country. It offers support fund to the university teachers, researchers and fellows to attend in the seminar, workshop and symposia abroad. It publishes the annual report, five year report, research reports and also textbooks at the tertiary level. UGC Book Publication Committee promotes reference, translation and textbook at the tertiary level to enhance and expedite high quality education. The UGC is maintaining a reference library and archive for its own and spreading its function towards the universities as a central reference library.

The Planning and Development Division formulate and implement plan for overall development of the university education of the country. This division is responsible for the planning and establishment of the University Resource Center and the Bangladesh Education and Research Network in the premises of the UGC and also to oversee proper and timely implementation of the new scheme for public universities.

The main role of Private University Division is to cater the need of gradually increasing large number of students aspiring higher education by establishing private universities in Bangladesh. Among others, another prime function of this division is to ensure quality education in private universities through monitoring, supervising and inspecting various activities of private universities for rectification and improvement. It also advises the government for formulating appropriate policies regarding higher education in the private sector if and when it is required.

The role of the Training and Instrumentation Division is to organize training courses for scientific instrumentation specially by arranging certificate, diploma, post diploma and training courses on scientific instrumentation.

Secretariat

The role and functions of the Secretariat and Administrative Services Division are to give secretariat and general services to the UGC. There are three sections under this division. The activities & functions of these sections are outlined below.

1. **Administrative Services Section:** The function of the administrative services section are as follows :

(a) Personnel Matters:

- maintain personal files and records of the employees of the Commission;
- prepare and maintain complete lists/statements of the employees and provide necessary information to the authority/ministry as per requirement;
- maintain files of all kinds of leave, increments, seniority list and pay anomalies of the employees of the Commission.
- settle cases of retirement and pension benefits of the employees;
- initiate, process and settle cases of disciplinary action;
- collect information and prepare replies to the questions of the National Assembly and submit the same to the Ministry of Education as per need;
- maintain files of Annual Confidential Report (ACR) of the employees of the Commission;
- maintain liaison with the government, universities and other govt. and semi-govt. organizations on different matters/issues;
- maintain liaison with Government, Universities and other organization;
- perform duties in respect of establishment of Private Universities;
- process all leave applications such as casual leave, earned leave, maternity leave, Ex-Bangladesh leave etc., get approval from the authority and issue necessary office orders relating to such leaves, maintain records of all type of leaves;
- frame Rules/Regulations/Statutes etc. of the UGC and the Universities under the guidance of the UGC;
- perform the functions in respect of creation of posts, recruitment, promotion, up-gradation etc;
- recommend Time-Scale, Selection Grade Scale to the employees;

b. Security Matter:

- prepare appropriate duty roster for the security personnels and deploy them prudently at different important points/places for maintaining overall security at the UGC Bhaban and the office-cum Residence building at Dhanmondi R/A, Dhaka.

c. Bilateral Exchange Programme:

- discharge duties in respect of JSPS -UGC joint research project and the RONPAKU (Dissertation Ph.D) programmes under the memorandum of understanding (MOU) signed between the two organizations, the UGC of Bangladesh and the JSPS (Japan Society for the Promotion of Science) of Japan.

2. General Services Section : The role and functions of the General Services section are to provide general services to the UGC. The activities and functions of this section are outlined below:

a. Transport:

- discharge duties in respect of transportation and route management of all the employees of the Commission.
- discharge duties in respect of maintenance of log books, tax-token, fitness and insurance papers of the office vehicles;
- discharge duties in respect of procurement, maintenance and preservation of office vehicles.

b. Support Services:

- arrange purchase and procurements of office logistics.
- perform duties with regard to all sorts of repairing and maintenance works of the Commission's asset and properties such as office equipment's / machinery, electrical and electronic items, furniture-fixtures, land and buildings etc. and maintain records of commission's property;
- procure liveries for the class 3 and 4 employees of the commission;
- allocate office room of the officers and staff of the Commission;
- maintenance of generator and power station of office building;
- procurement and distribution of stationery items;

- all related works of store of the UGC;
- entertain complaints with regard to supply of water, electricity, gas and telecommunication services and take measures to bringing them to order.
- arrange payments of bills of all the utility services like electricity, water, gas and telephones of the commission;
- discharge duties with regard to the matter of municipality taxes in respect to land and buildings of the commission.

3. Fellowship and Scholarship:

The function of the Fellowship & Scholarship section are as follows :

- perform functions relevant to UGC Fellowships for M.Phil and Ph.D programmes;
- maintain and process Commonwealth and other Scholarships and Fellowships (Canada, England, New Zealand, Malaysia, India etc.) and other international scholarships and fellowships (Dad, IDB, Matsumi, Pakistan, Nepal etc.);
- maintain and process UNESCO, DFID and other awards/training programme;
- collect information regarding studies abroad;
- perform functions relevant to SAARC Chair, SAARC Fellowship and SAARC Games, SAARC Debate, Center of Excellence;
- arrange nomination for seminar, conference, workshop etc. of various agencies abroad;
- institutional capacity grants;
- perform academic responsibilities including equivalence of degrees, determination of examination remuneration etc;
- UGC Professorships;
- process local & foreign training of the officers and staff of the Commission.
- perform other duties assigned by the authority;

Activities of the State Sub-Division :

- maintenance of UGC Bhaban and UGC residential area;
- maintenance of the residences/ houses of Chairman and Members;
- maintenance of electricity, water and gas lines of UGC Bhaban, UGC residential area; Chairman and Members Bhaban;
- collection and payment of municipal and other bills;
- allocation of houses at the UGC staff quarter.

Composition: The Secretariat and Administrative Services Division is headed by a full time Secretary who is assisted by Joint-Secretary, Deputy Secretaries, Assistant Secretaries, Medical Officer and a number of other officers and staff.

Finance and Accounts Division

The role and functions of the Finance & Accounts Division are to oversee the management of the Financial affairs of the Public Universities in respect of revenue income and expenditure and also to assist the UGC in its financial decision making processes.

The main functions of the Finance & Accounts Division are as follows:

- assess the financial needs of the Public Universities and help the management of fund of these institutions;
- visit the universities and hold meeting and also group discussions with the concerned official of the universities;
- examine the financial aspects of the universities to ensure that the funds provided by the government are spent for the purposes for which these are earmarked.
- scrutinize intensively and critically the revenue budgets of the universities and the UGC and other specific financial proposals and recommendations, which are communicated to the Ministry of Education and Ministry of Finance for consideration of grants and arrange inclusion thereof in the revenue budget of the government.
- negotiate the quantum of grants with the above Ministries before they are finally placed in the Parliament;
- make budgetary allocations for the universities according to their needs vis-a-vis the availability of funds after the annual budget is approved by the government;
- draw budgeted funds from the Government Exchequer in four equal quarterly installments and disburse it to the universities on the basis of the budgetary allocation;
- verify the usage and utilization of funds by the universities by analysing the periodic financial statements prepared by and received from the universities;
- examine the pre-determined budgetary allocations vis-a-vis the actual income and expenditure periodically from the above financial statements and in the process to exercise budgetary control and monitor the performances through variance analysis and reporting.
- monitor and prepare UGC recommendation on the audit objections of the universities and to hold a Tripartite Meeting for the settlement of the audit objections.

Composition: The Finance & Accounts Division of the UGC is headed by a Director who is assisted by Additional Director, Deputy Directors, Assistant Directors and a number of officers and staff.

Research and Publication Division

The role of the Research & Publication Division of the UGC of Bangladesh is to promote higher education through (i) Academic staff development research program for conducting regular research projects (ii) Research support fund for partial financial support to the research activities (iii) UGC awards for fundamental & outstanding research work and (iv) Award of Junior and Senior Research Fellowship and UGC Professorship.

The Research and Publication Division is also responsible for publication of Annual Report, Research Report, Proceedings of the seminars & symposia also publish selected texts & reference books written by university teachers. Further, the Division is responsible for developing and maintaining the UGC Library, and also for public relations and information.

The main functions of the Research and Publication Division are as follows:

- arrange meeting for selection of research projects received from the teachers of the universities under short and long term research scheme of the UGC for financial support and see that these projects are executed and conducted properly and the results of such research works are properly evaluated;
- process application relevant to the additional financial support to the teachers of the universities as and when needed for their research works from the Research Support Fund of the UGC;
- process UGC Awards Programme;
- process UGC Merit Awards Programme;
- arrange seminar, symposium and workshop to determine the higher education policy in the country;
- compile and publish the Annual Reports, Five Years Reports, Research reports, University Level Texts & reference books, Brochure, Bulletin, UGC Diary etc.
- provide information and library services to the researcher;
- carry out other responsibilities given to the Division by the UGC from time to time

Brief description of activities : The Research and Publication Division has to evaluate the programme under implementation for the development of university teaching and research.

a. Academic Staff Development Research: The UGC has introduced this scheme from 1974 with a separate annual grant from the Government to help teachers of the public universities for their academic development as well as for the benefit of the country.

This scheme is divided area-wise into the three sub branches such as Arts and Humanities, Social Sciences and Science & Technology. The Science and Technology is again divided into six areas; these are:- Physical Sciences, Chemical Sciences, Biological Sciences, Agricultural Sciences, Medical Sciences and Engineering Sciences. Occasionally this division also manage to get financial assistance from International Donor Organizations.

b. Research Support Fund: To assist the higher education and research activities in the country, specially to support and coordinate research activities in the universities, the UGC established 'Research Support Fund' in 1982. The objectives of this fund are to;

- collect necessary research materials or data from home and abroad for research work of university teachers;
- give partial travel grants to university teachers who wish to participate in conference, seminar, symposium etc. for presentation of their papers;
- help university teachers willing to write text books or translate books for graduate and postgraduate students;
- give partial grants to M Phil and Ph. D students of the universities under the UGC fellowship programme for data collection from home and neighboring countries, computer work, binding their thesis and related works.

So far, the UGC has granted financial assistance to about 800 teachers of the universities, government college of Bangladesh and academic bodies of the country.

c. UGC Award: To recognize and encourage the University teachers for their fundamental research work and publication, the UGC introduced this Award in 1980. Twelve UGC awards are given annually in the following areas:

- | | | |
|--------------------------------------|---|-----|
| • Arts & Humanities, Law & Education | - | Two |
| * Social Science | - | Two |
| * Physical & Biological Science | - | Two |
| * Agriculture Science | - | Two |
| * Engineering & Technology | - | Two |
| • Medical Science | - | Two |

The value of each award is at present taka twenty thousand only including a certificate and Honorable Crest. So far, a good number of Professors have been given this award for their contribution in fundamental research in the country.

d. Senior Research Fellowship: The Senior Research Fellowship is meant basically for promoting and raising the standard for creative research by those public university teachers who have substantial original contribution in researches and who are engaged in some research works which would require the uninterrupted devotion free from their normal teaching load to complete it within a period not exceeding twelve months.

e. UGC Professorship: The UGC has initiated a scheme for utilizing the services of distinguished university professors, who have retired or have attained the age of 65 years, but are still capable of rendering useful service. Depending on his research programme, tenure of the UGC Professorships will be initially for a term of two years, renewable for another term or part there of subject to the incumbent's continued work and good health.

Publication

In compliance with Section 12 of the President's Order No. 10 of 1973, the UGC has to present Annual Report every year to the government of Bangladesh to be laid before the Parliament. This function in turn involves collection of information. This information covers:- (a) yearly estimate of the number of undergraduate and post-graduate student enrolment of the universities of Bangladesh (b) seats available in the pass, honours and post-graduate colleges and universities of the country (c) quality and strength of the teaching resources in these institutes, faculty wise and subject wise (d) number and variety of research institutes together with a register of trained expertise various fields and disciplines, both in the university and government institutes (e) existing teacher-student ratio. (f) teaching methods in practice-lectures, tutorial classes, discussion groups, students and staff seminar etc. (g) sessions systems in vogue-semester, course system etc. (h) adequacy of the library resources and laboratory facilities (i) standard and method of student admission in various courses of study (j) quality, volume and facilities for research (k) methods of examination and assessment (l) and any other related information.

Based on the information mentioned above the UGC publishes Annual Report, Five Year Reports, Research Reports, Monograph, Proceedings. Selected Textbooks for graduate and postgraduate courses. The Commission has published 108 books and reports, a few textbooks on Business Studies with financial support from the World Bank. Besides, schemes for writing and publishing textbooks on higher education have also been taken.

Information Cell: The main responsibilities of the Information Cell are to collect, organize and store statistical information and data relating to students, teachers, employees, development and financial activities of the universities. The following information and data collected and updated constantly : (i) number of students-year wise, department, subject and faculty-wise, arts, science and technology-based (ii) social background of the student (iii) teachers-professors, associate professors, assistant professors, lecturer and others, qualifications, experience and publications (iv) buildings-for classes, libraries and laboratories-residential purposes, for teachers, students, officers and employees (v) positions of the libraries (vi) positions of the laboratories (vii) teachers students-ratio (viii) income and pattern of expenditure (ix) development projects of the universities (x) place for academic developments. Moreover all relevant higher educational information collection, retrieval and documentation are continuously done by this cell.

UGC Library

The main objectives of the UGC Library are to:

- collect, analyze, preserve and disseminate information on higher education,
- establish a Central Reference Library through co-operative acquisition, stores & retrieval of information,
- co-ordinate and strengthen the library services among the university libraries of Bangladesh,
- create library network on university education,
- consolidate participation in the national and international information system.

Public Relation and Information Section

The main responsibilities of Public Relation and Information Section are to:-

- communicate with different News Agency/Media and Newspapers regarding the UGC activities;
- perform responsibilities in respect of printing and publications of UGC Bulletin, Brochure, UGC Diary and other publications.
- take necessary step to publish the news of the UGC activities and news of different workshops, seminars etc organised by the UGC;
- collect, preserve and disseminate information/data from different universities regarding educational activities at home and abroad;
- maintain protocol, public relations and information services;
- Prepare abstract on education related articles specially tertiary education which are writers by renowned educationist.
- perform other duties assigned by the authorities.

Planning and Development Division

The role and functions of Planning and Development Division of the University Grants Commission of Bangladesh are to formulate plans for overall development of the university education of the country. Apart from physical and infra-structural development of public and private universities, major thrust in the planning of university education is to bring necessary improvement in the standard and quality of university education. The University Resources Centre (URC) and Bangladesh Education and Research Network (BERNET) have been established for better coordination and cooperation between the Universities and the University Grants Commission of Bangladesh. This has paved the way for our students, teachers, officers and researchers to enter into the world-wide information technology network.

The Planning and Development Division of the UGC has been constantly trying to bring real and meaningful improvement in development activities and to establish planning discipline, accountability and transparency in the operating procedure of development projects undertaken by the universities.

The main functions of the Planning and Development Division are as follows :

- formulate development plan for the university education sub-sector;
- examine, analyze and appraise the development schemes submitted by the universities;
- formulation of Annual Development Programme (ADP) & Annual Foreign Exchange Budget (AFEB) for the university education sub-sector;
- formulate plans for establishment of new universities, in the country and new institutes & departments in the existing universities;
- inspection, supervision and reporting on the progress of the development projects undertaken by the universities;
- collect, analyze and interpret statistical data with regard to the university education;
- monitor and evaluate of the development projects undertaken by the university education sub-sector;
- ensure proper, smooth and timely implementation of development projects under the university education sub-sector;
- collect monthly, quarterly, yearly report and completion report of the development projects of the universities and transmit those reports to the Ministry of Education and other agencies with necessary comments of the UGC;

- foster linkage programmes with foreign universities and research organizations through TAPP for transfer of technology;
- hold monthly review meetings in the UGC and attend various review meetings held in the Ministry of Education, Planning Commission and other national and international agencies

University Resources Center (URC)

The University Resources Center has been established under the umbrella project of the UGC. The center aims at concentrating on activities which are likely to improve the standard and the quality of higher education. This center will put emphasis on human resources development and gradually transform the Universities of Bangladesh into centers of excellence. The URC is located in the premises of the UGC. Its main objectives are as follows:

- establish internet computer network among the universities and the UGC;
- establish a data bank in the UGC for compiling & disseminating latest information regarding university affairs as per requirements of the Ministry of Education, Planning Commission, Economic Relations Division and other relevant Government and International agencies;
- conduct refresher courses for the university teachers on various disciplines in order to meet the needs of university education;
- facilitate appropriate higher educational research and training for university students, teachers and researchers at home and abroad;

Additional responsibilities: In addition, the Planning and Development Division has been entrusted with the responsibility of implementing the Project for Further Development of the UGC and URC.

Composition: Planning and Development Division is headed by a Director who is assisted by Additional Director, Deputy Directors, System Analyst, Computer Programmer, Assistant Directors, Assistant Computer Programmer, Section Officers, Admin. Officer, Personal Officer, Computer Operator, Office Assistant, Lab. Attendant and MLSS.

Private University Division

It was observed that every year a large number of students aspiring for admission in the public universities were deprived of higher education due to limitations of available seats in the public universities of the country. With the view to solving the problem in the higher education available to the students the government has accorded permission for the establishment of private universities in the private sector by promulgating the Private University Act, 1992. Thus, the journey of establishing private university started from 1992. After some time the government in consultation with the UGC has made some amendments of the Act in 1998.

According to the Private University Act, the pre-conditions for the establishment of a private university are as follows:-

- i. An academic plan to be approved by the UGC;
- ii. At the initial stage a minimum of two faculties are needed to open & establish;
- iii. Qualified teachers for each faculties to be approved by the UGC;
- iv. Fixed deposit amounting to taka 5 (five) crore to be kept in any government recognized Bank;
- v. Curriculum and syllabuses to be approved by the UGC;
- vi. 5% of the total seats are to be kept reserved for the poor and meritorious students;
- vii. Salary of the teachers and tuition fees of the students to be described. Apart from those conditions, one of the major condition is that a house rented or owned having 10,000 sft. of floor space is required for Class rooms, Academic & Administrative activities, Library, Laboratories, Seminar room and other facilities. Complying with the above mentioned conditions 54 private universities have been established and operating in the country so far.

Excepting a few, most of the private universities are offering BBA, MBA, EMBA, B Sc. in computer science & engineering, B Sc. in computer science & information technology, BS in information & communication technology. LL.B. LL.M, BA & MA in English and BA & MA in economics. Few universitis has offered courses like BA & BFA, B-Music & M-Music. BA in Fashion and Product Design. Interior Architecture and Physiotherapy and Hospital Management.

Composition: The Private University Division is headed by a Director, who is assisted by Assistant Director and other officers.

Training and Instrumentation Division

Background: The Institute of Scientific Instrumentation (ISI), a unique institution of its kind was established with the initiative of the Society of Friends of Dhaka University and Overseas Development Ministry (ODM) of the British Government to produce of trained Technicians & Engineers in Bangladesh for proper repair & maintenance of scientific instruments used in Science, Engineering and Technical Education at different Universities, Colleges, Research Organizations, Government and Semi-Government Organizations . The Institute was established as a National Institute in October, 1975 and it has been working under the University Grants Commission of Bangladesh. Recently it has been renamed as training and instrumentation division of the UGC.

Aims & Objectives:

The Institute was established with the following aims and objectives:

Offering Courses/Training

The Following Courses with different duration are offered :

- a) Certificate Courses;
- b) Diploma Courses;
- c) Post-Graduate Diploma Courses;
- d) Short Courses in Advance Technologies;
- e) Specialized Courses for specific organization of industries;
- f) Computer aided technical education courses;
- g) Evening courses on maintenance and repair of scientific instruments.

Repair and Maintenance Services:

The repair and maintenance services comprise:

- a) Repair and Maintenance of sophisticated scientific instruments used by the Universities, Research Organizations, Government and Semi-Government organizations.
- b) Formation of a team of Engineers specialized in different types of equipment and arrangement of training of repair and maintenance of electronic instruments used for educational and research purposes.

Research and Development:

The research and development aim at:

- a) designing, development and fabrication of scientific educational instruments locally for electronics and instrumentation teaching in colleges, universities, laboratories and research organizations;
- b) Conducting research and development of computer based instruments, use of computer in instrument and providing technical education, using computer.

Testing & Calibration: This Division is providing Testing & Calibration services of Scientific and Electronic Instruments used in the laboratories and industries to achieve accurate measurement and control in quality. For this purpose, a separate Laboratory is being set up.

Seminar and Symposium: To keep abreast with the latest development in electronic instrumentation, This Division arranges talks, seminars, symposium on instrument repair and maintenance.

Establishment of Central Store: The purpose of the central store is to provide service facilities to the Universities & Research Organizations and maintain a stock of spare parts for the costly & sophisticated scientific equipment used for research purposes.

Advisory Services: It also provides advisory services for installation and commissioning of scientific equipment used in different Universities, Research Organizations, Medical Colleges, Hospitals and Industries.

Bangladesh Education and Research Network (BERNET)

Bangladesh Education and Research Network abbreviated as BERNET is a network for connecting the universities of the country to the world of information technology (IT). The network has been set up in premises of UGC office at Agargaon, Dhaka, and is being maintained by the University Grants Commission of (UGC) Bangladesh. Following services are to be provided by the BERNET:

- The BERNET provides on-line & off-line internet service for the universities;
- The BERNET maintains a web site providing information of UGC and other universities;
- The BERNET will create and maintain on-line & off-line database services for books, research journals, a list of university personnel with their field of expertise, academic curricula offered by the universities and other relevant information;
- The BERNET will be developed further to act as Internet Service Provider (ISP) for the universities and to have the responsibility of the internet country code (bd.).

All the public universities will be linked up to the BERNET at Agargaon, Dhaka, through dial-up telephone line connections or radio-DDN links. The BERNET will provide following services to the participating universities:

- Electronic Mail, W.W.W File transfer, and remote log-in, etc;
- Database services;
- Communication service for the Internet at the Central node;
- Proxy Server;
- UGC Internet Server;
- Terminal Server (Remote Access Server);
- DHCP Server.

Composition: The Training and Instrumentation Division is headed by a Director who is assisted by Academic Staff Members, Engineers, Officers and Technical and Non-technical staffs.

Appendix – I
The Chairman and Members
The University Grants Commission of Bangladesh

Chairman
Professor Nazrul Islam

Full-time Members
Professor Dr. Ehsanul Haq

Professor Dr. Md. Abdul Hakim

Professor Dr. A H M Zeahadul Karim

Professor Dr. Tazul Islam

Professor Dr. Amena Begum

Part-Time Members
Professor Faez M. Serajul Hoque
Vice-Chancellor, Islamic University

Professor Dr. M. Aminul Islam
Vice-Chancellor, Shahjalal University of Science & Technology

Professor Dr. Md. Mahbubur Rahman
Vice-Chancellor, Khulna University

Professor Dr. M. Akramul Haque
School of Business, Bangladesh Open University

Professor Dr. S M Golam Kibria
Department of Urology, Bangabandhu Sheikh Mujib Medical University

Professor Dr. Abdul Hamid
Department of Horticulture, Bangabandhu Sheikh Mujibur Rahman Agricultural
University

Secretary, Ministry of Education

Secretary, Ministry of Finance

Member, Socio-Economic Infrastructure, Planning Commission

Secretary of the Commission
Dr. Md. Lutfu Alom, Secretary
University Grants Commission of Bangladesh

Appendix – II

The Finance Committee
University Grants Commission of Bangladesh

Chairman (Ex-officio)
University Grants Commission of Bangladesh

Member (Ex-officio)
University Grants Commission of Bangladesh

Vice Chancellor Member
University of

Treasurer Member
University of

Joint-Secretary (University) Member
Ministry of Education

Joint-Secretary (Finance) Member
Ministry of Finance

Secretary Member
University Grants Commission of Bangladesh

Director (Finance & Accounts) Member Secretary
University Grants Commission of Bangladesh

Appendix – III
Universities in Bangladesh
(In order of date of establishment)

Public Universities

1. University of Dhaka (1921)
2. University of Rajshahi (1953)
3. Bangladesh Agricultural University, Mymensingh (1961)
4. Bangladesh University of Engineering & Technology, Dhaka (1962)
5. University of Chittagong (1966)
6. Jahangirnagar University (1970)
7. Islamic University, Kushtia (1980)
8. Shahjalal University of Science & Technology, Sylhet (1987)
9. Khulna University, Khulna (1990)
10. National University, Gazipur (1992)
11. Bangladesh Open University, Gazipur (1992)
12. Bangabundhu Sheikh Mujib Medical University, Dhaka (1998)
13. Bangabundhu Sheikh Mujibur Rahman Agricultural University, Gazipur (1998)
14. Hajee Mohammad Danesh University of Science & Technology, Dinajpur (2001)
15. Maulana Bhasanee University of Science & Technology, Tangail (2001)
16. Patuakhali University of Science & Technology, Patuakhali (2001)
17. Sher-e-Bangla Agricultural University, Dhaka (2001)
18. Chittagong University of Engineering & Technology, Chittagong (2003)
19. Rajshahi University of Engineering & Technology, Rajshahi (2003)
20. Khulna University of Engineering & Technology, Khulna (2003)
21. Dhaka University of Engineering & Technology, Dhaka (2003)
22. Noakhali University of Science & Technology, (2004)
23. Jagannath University (2005)
24. Jatiyo Kabi Kazi Nazrul Islam University (2005)
25. Comilla University of Science & Technology (2006)

Private Universities

1. North South University, Dhaka (1992)

2. University of Science and Technology, Chittagong (1992)
3. Independent University, Bangladesh, Dhaka (1993)
4. Central Women's University, Dhaka (1993)
5. Darul Ihsan University, Dhaka (1993)
6. International University of Business Agriculture and Technology, Dhaka (1993)
7. International Islamic University, Chittagong (1995)
8. Ahsanullah University of Science & Technology, Dhaka (1995)
9. American International University Bangladesh, Dhaka (1995)
10. Comilla University , Comilla (1995)
11. Asian University of Bangladesh, Dhaka (1996)
12. East-West University, Dhaka (1996)
13. Queens University, Dhaka (1996)
14. University of Asia Pacific, Dhaka (1996)
15. Gono Bishwabidyalay, Dhaka (1996)
16. The People's University of Bangladesh , Dhaka (1996)
17. Dhaka International University, Dhaka (2000)
18. BRAC University, Dhaka (2001)
19. Manarat International University, Dhaka (2001)
20. Bangladesh University, Dhaka (2001)
21. Leading University, Sylhet (2001)
22. BGC Trust University Bangladesh, Chittagong (2001)
23. Sylhet International University, Sylhet (2001)
24. University of Development Alternative, Dhaka (2001)
25. Premeir University, Chittagong (2001)
26. South-East University, Dhaka (2002)
27. Stamford University, Dhaka (2002)
28. Daffodil International University, Dhaka (2002)
29. State University of Bangladesh, Dhaka (2002)
30. IBAIS University, Dhaka (2002)
31. City University, Dhaka (2002)
32. America Bangladesh University, Dhaka (2002)
33. Prime University, Dhaka (2002)
34. Northern University, Bangladesh, Dhaka (2002)
35. Southern University, Bangladesh, Chittagong (2002)
36. Green University of Bangladesh, Dhaka (2002)
37. Pundra University of Science and Technology, Bogra (2002)
38. World University, Dhaka (2003)
39. Shanto Marium University of Creative Technology, Dhaka (2003)
40. The Millenium University, Dhaka (2003)
41. Eastern University, Dhaka (2003)

42. Bangladesh University of Business & Technology, Dhaka (2003)
43. Metropolitan University, Sylhet (2003)
44. Uttara University, Dhaka (2003)
45. United International University, Dhaka (2003)
46. Victoria University, Dhaka (2003)
47. University of South Asia, Dhaka (2003)
48. Presidency University, Dhaka(2003)
49. University of Information Technology & Science, Dhaka(2003)
50. Prime Asia University, Dhaka(2003)
51. Royal University of Dhaka, (2003)
52. University of Liberal Arts, Bangladesh, Dhaka (2003)

53. Atish Dipanker University of Science & Technology, Dhaka (2004)
54. Bangladesh Islamic University, Dhaka (2005)

International University in Bangladesh

1. Islamic University of Technology, Gazipur
2. Asian University of Women, Chittagong