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NO.BCU/EXAM/BOS PANEL/UG/PG EXAMS/SEM/2019-20.

Office of the Registrar (Eval),
Central College Campus,
Bangalore-560 001.
Dated: 05-03-2019.

To,
All the Principals of Affiliated Colleges of
Arts/Science/Commerce/Education/
Physical Education,
Bengaluru Central University.

Sir/Madam,

Sub: Panel of Examiners in the Faculties of Arts/Science/Commerce/
Education/Physical Education - UG/PG Exams for the
Year 2019-20 (Semester Scheme).

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As you are aware, that each year, Bengaluru Central University has to prepare the exhaustive panel of examiners in all the subjects for the examination to be held during 2019-20 as mentioned below:

1. PG I to IV Semester exams 2019-20.
2. I to IV Semester UG exams 2019-20.

This is to bring to the notice of the Chairmen / Chairpersons of BOS that they shall prepare the list of panel of examiners consisting of eligible teachers including teachers from Government, Aided, Un-Aided Colleges / Departments of Bengaluru Central University and other Universities on the basis of seniority for placing the same before BOAE for approval. The guidelines issued by the University from time to time may be followed while preparing the list.

I request you to send the list of eligible teachers of your colleges in the following '**FORMAT**' to the concerned Chairpersons, Board of Studies of various subjects of Bengaluru Central University, subject/specialization wise separately in each subject in the form of CD and also. Statement (Hard copy) on or before **10-04-2019** (Copy of the Chairpersons address are enclosed).

Contd.....2.....

FORMAT

Sl. No.	Name of the teacher Designation Address & Ph.No./Mob.No./ Email-Id	Residential Address	Date of Birth	Date of Entry into service Per/Temp	Length of service	Subject Specialization
1	2	3	4	5	6	7
(View) in website. www.bcu.ac.in						

Examination work is mandatory as per K.S.U. Act 2000 and *BCU Examination Manual -2018*. Hence, kindly ensure while submitting the panel that all the names of eligible teachers working in your college/subject-wise (specialization) strictly to be included in the order of seniority, by counting the length of service of each teacher, Violation of seniority will be viewed seriously.

It has been observed that many of the college Principals/Management are not sending the list of eligible teachers to the concerned Chairpersons of the Board of Studies to prepare the exhaustive panel of examiners and this attitude has lead this office to face severe problems in the process of evaluation and declaration of results. It is also observed that some Principals are not sending the list of eligible teachers as per the '**FORMAT**' provided above, Hence, all the Principals are hereby requested to provide the exhaustive list of eligible teachers in the above prescribed format only to enable the University for smooth conduct of examination and announcement of results on time.

As per the *BCU Examination Manual 2018* teachers who have a minimum of **3 years of full-time teaching experience or 5 years of part time teaching experience** of the concerned subject and currently teaching shall be included in the panel containing the service particulars like subject, specialization, experience, correct designation/address/Mobile No., Email-Id, etc.,

It has been the experience of this office, that many a times after finalization of the Panel of Examiners in the subject which was approved by the concerned authorities, several teachers approach this office for inclusion of their names in the respective panel of examiners by producing a service certificate issued by the concerned Principals. Such requests will not be considered without the recommendations of the concerned Board of Studies and approval of BOAE and Syndicate, and such names cannot be included in the panel of examiners by this office. As such it is requested to submit the names of the eligible teachers subject wise without giving room for unnecessary complications.

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The University has observed that most of the colleges are not furnishing the complete list of teachers working in their colleges for valuation work. This has caused inordinate delay in valuation & announcement of results. Hence, if the complete list is not furnished, the Principals of the colleges will be held solely responsible and the results of their colleges will be withheld.

In order to avoid such inclusion at regular intervals the Principals of various colleges affiliated to Bengaluru Central University are requested to ensure that the exhaustive list of teachers working in your college, is to be provided with the required details as mentioned above to the concerned Chairpersons of the Boards of Studies so as to enable University to prepare the panel of examiners and placed before the Board of Studies meeting for approval.

Yours faithfully,

 6/3/19

REGISTRAR (EVALUATION)

Copies for information and necessary action to:

1. All the Chairpersons of Boards of Studies-with a request to ensure that an exhaustive Panel of Examiners is prepared and to place it before the Board of Studies and send the approved Panels to the Registrar (Eval) on or before **15-05-2019** for further action in this regard.
2. The Director all of Collegiate Education, Government of Karnataka, Bangalore – with a request to direct all the Principals to send the required information within the stipulated period.
3. The Dean, Faculties of Arts/Science/Commerce/Education, BCU – for information.
4. PS to VC /Registrar / Registrar (Eval), BCU, Bengaluru.
5. Finance Officer, BCU, Bengaluru.
6. Website Administrator, BCU, Bengaluru.