



IGNOU

**MINUTES OF THE 104<sup>TH</sup> MEETING OF THE BOARD OF MANAGEMENT HELD ON APRIL 21, 2010 AT 10.00 A.M. IN THE CONFERENCE ROOM, BLOCK NO.8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI-110068**

The following members were present:

1	Prof. V.N. Rajasekharan Pillai, Vice-Chancellor	- Chairman
2	Prof. Omprakash Mishra, Pro-Vice Chancellor	- Member
3	Prof.K.R. Srivathsan, Pro-Vice-Chancellor	- Member
4	Dr. S. B. Singh Bhadauria	- Member
5	Dr. Veena Vinayakrao Thakare	- Member
6	Prof. P. Purushotam Rao	- Member
7	Prof. A. Kalyani	- Member
8	Prof. Manohar Lal	- Member
9	Prof. Darvesh Gopal	- Member
10	Shri Abdul Samad Ibrahim	- Member
11	Shri Udai S. Tolia, Registrar (Admn)	- Secretary

The Secretary (S&HE), MHRD and the Secretary, Ministry of I&B, Prof. B.S. Sharma, Advocate, Shri Pravin Parekh and Prof. Shafiq Parveen, Members could not attend the meeting.

Dr. D.K. Paliwal, Deputy Educational Advisor (DL), MHRD attended the meeting on behalf of the Secretary, Higher Education, MHRD.

At the outset, the Chairman welcomed the members to the 104<sup>th</sup> Meeting of the Board of Management. The Chairman then requested the Registrar (Administration)/Secretary, BOM to present the items on the Agenda.

The following items were taken up for consideration:

**ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 103<sup>RD</sup> MEETING OF THE BOARD OF MANAGEMENT HELD ON JANUARY 25, 2010 AND TO NOTE THE ACTION TAKEN THEREON**

**BM 104.1.1** The Registrar (Admn.) informed that the Minutes of the 103<sup>rd</sup> Meeting of the Board of Management held on 25.1.2010 were

Circulated to the members of the Board. Comments on the minutes have been received from Prof. Omprakash Mishra, PVC, Sh. Abdul Samad Ibrahim, Member BOM, and Director, Academic Coordination Division.

Necessary clarifications to the comments from Sh. Abdul Samad Ibrahim and Director, AC Division have been provided in the Action-Taken-Report placed alongwith the supplementary agenda notes. Comments from Prof. Omprakash Mishra, PVC & Member, BoM were circulated to the members at the meeting and the same is appended with the Minutes (**Appendix-1**)

**BM 104.1.2** After detailed deliberations, the Board resolved as under:

- i) In reference to the item No.24 of 103<sup>rd</sup> meeting of the BOM related to enhancement of Gross Enrolment Ratio (GER), a two member committee would look into the proposal for Model Study Centres and would propose suitable recommendations to set up IGNOU's own Study Centres at select places and at Headquarters.
- ii) The Board resolved that the comments of Prof. Omprakash Mishra, PVC & Member, BOM may be incorporated under resolution No. BM 103.7.1 of the 103<sup>rd</sup> Meeting of the Board.
- iii) The Board agreed to the suggestions of Sh. Abdul Samad Ibrahim, Member suggesting the inclusion of a member from Teachers/Academic on the Committee, constituted to frame the statute for the Board of Recognition.
- iv) The Board also agreed to the corrections under the Resolution No. 103.9.1 in the remarks column in the table as pointed out by the Academic Coordination Division.
- v) The comments from the MHRD on the minutes of the 103<sup>rd</sup> meeting of the BOM would be appended to the Minutes of 103<sup>rd</sup> meeting as such (**Appendix-2**).

**BM 104.1.3** The Board also noted the Action Taken Report on the Minutes of the 103<sup>rd</sup> meeting and confirmed the minutes of the 103<sup>rd</sup> meeting of the Board, with the above resolutions.

**ITEM NO. 2 TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE 69<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE HELD ON MARCH 03, 2010**

**BM 104.2.1** The Board considered the recommendations of the Finance Committee made at its 69<sup>th</sup> meeting held on 3.3.2010. With regard to Resolution FC 69.16.2 of the Finance Committee, the Board resolved:

- (i) to approve the proposal for grant of 100 scholarships of Rs. 2500/- to the meritorious students for the Master Degree Programmes of the University. This shall however, be reviewed to include the economic criteria and analogous guidelines/scheme of UGC in this regard.
- (ii) The Board noted that comments from MHRD on the 67<sup>th</sup> & 68<sup>th</sup> meeting of FC have been included in the Resolution No.FC 69.1.1 of the Minutes.

**BM 104.2.3** With the above resolutions the Board approved the minutes of the 69<sup>th</sup> meeting of the FC held on 03.03.2010. A copy of the minutes of the Finance Committee is placed at **Appendix-3**.

**ITEM NO. 3 TO CONSIDER RE-CONSTITUTION OF THE UNIVERSITY GRIEVANCE REDRESSAL COMMITTEE (GRC), A STANDING COMMITTEE OF THE BOARD OF MANAGEMENT**

**BM 104.3.1** The Board considered the issues relating to the reconstitution of the GRC of IGNOU. After deliberations, the Members authorized the Vice-Chancellor to nominate the members on the GRC as per the existing composition. The Board also decided that the term of the members would remain two years.

**ITEM NO. 4 TO CONSIDER ESTABLISHMENT OF DIPLOMA IN PRIMARY EDUCATION (DPE) CELL AT THE REGIONAL CENTRES**

**BM 104.4.1** The Board approved the proposal for establishment of the

Diploma in Primary Education (DPE) Cell at the Regional Centres with more than 25000 enrolments. The creation of posts for the Cell shall, however be referred to the Finance Committee. It was also resolved to seek the due recognition by the NCTE for this programme.

**ITEM NO. 5 TO CONSIDER THE AMENDMENT TO CLAUSE (4), STATUTE 1 OF IGNOU ACT TO PROVIDE FOR RE-APPOINTMENT OF THE VICE-CHANCELLOR FOR ANOTHER TERM SUBJECT TO THE MAXIMUM OF 70 YEARS IN THE LIGHT OF MHRD LETTER DT. 27.1.2010**

**BM 104.5.1** The MHRD vide their letter D.O No.F.20-1/2010-Desk.U dated 27<sup>th</sup> January 2010 has requested IGNOU to examine the desirability of providing eligibility for reappointment of a Vice-Chancellor for a second term and sought suitable proposal for amendment of the relevant Statute of the University for consideration of competent authority. The context under which the proposal was made by the MHRD is the recent enhancement of the age of superannuation of Vice-Chancellor from 65 years to 70 years and the fact that in the new Central Universities' Acts as well as in several other Central Universities, it provides for a second term for the Vice-Chancellor. A copy of the MHRD letter is placed as **Appendix-4.**

**BM 104.5.2** The matter was discussed in detail. The Board approved the amendments to Clause (4) of Statute 1 as per **Appendix-5**, subject to amendments in the Clause (4), Statute 1, relating to the Vice-Chancellor, with approval of the Visitor, as required under Clause (3), Statute 25 of the IGNOU Act. It was resolved to send the approved draft statutes to the MHRD for the assent of the competent authority, the Visitor.

**ITEM NO. 6 TO CONSIDER NOMINATIONS OF TWO MEMBERS ON THE DISTANCE EDUCATION COUNCIL UNDER CLAUSE (3)(A)(VII) OF STATUTE 28 OF THE IGNOU ACT**

**BM 104.6.1** The item was taken up for consideration. The Board authorized the Vice-Chancellor to make nominations on the Distance Education Council (DEC) under Clause (3) (a) (vii) of Statute 28 and report the nominations made to the next Board.

**ITEM NO. 7 TO CONSIDER AND APPROVE THE MANUAL OF OPERATIONS OF COMMUNITY COLLEGES**

**BM 104.7.1** The item was taken up for consideration. The Vice-Chancellor circulated a chronology of the decisions of the academic and administrative authorities of the University (**Appendix-6**) in respect of institutionalization of Community Colleges in the University. It was also noted that the implementation of the scheme of Community Colleges has been considered and recommended by the national level bodies like National Knowledge Commission, the University Grants Commission and the Planning Commission.

The members deliberated in detail on the proposed Manual of Operations & the following points are noted:

- (i) The scheme of Community Colleges is an innovative Scheme by the University. The University should ensure that the provisions under the IGNOU Act, Statutes and Ordinances are duly observed in the process of operationalisation of the scheme.
- (ii) The Manual should also have an IT content so that the contemporary information technology is made use of for smooth conduct of the scheme of Community Colleges.
- (iii) While finalizing the draft manual the inputs relating to North East Region need to be noted / given due weightage.
- (iv) Dr. C. K. Ghosh who was invited to present the item gave a brief account of the scheme and the salient features of the draft Manual.

**BM 104.7.2** It was decided that the points / comments raised by the Members with regard to the Manual of operations may be taken into consideration while finalizing the Manual.

**BM 104.7.3** With the above resolutions the Board approved the Draft Manual of Operations of the Community Colleges in the University.

**ITEM NO. 8 TO RATIFY THE ACTION TAKEN BY THE UNIVERSITY IN SEEKING THE APPROVAL OF THE PROPOSALS VIZ; (I) RECOMMENDATIONS OF THE SELECTION COMMITTEE MEETINGS FOR THE POST OF ASST. REGISTRARS AND (II) RECOMMENDATION OF THE FINANCE COMMITTEE REGARDING INSTITUTION OF POST GRADUATE SCHOLARSHIP, THROUGH CIRCULATION AMONGST THE MEMBERS OF THE BOM**

**BM 104.8.1** Registrar (Admn)/Secretary, BOM informed the Board that Selection Committee meetings were held for the post of Asst. Registrars on 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup> & 19<sup>th</sup>, 2010. The Board of Management at its meeting held on 5.10.1990 had framed the regulations for conduct of the meetings of the Board in accordance with provisions under Section 27 of IGNOU Act. Under the provisions of Para 7 of the Regulations *ibid*, the approval of the members of the Board was obtained through circulation, with the approval of the Chairman (Vice-Chancellor).

The Board had approved the minutes of the Selection Committee meetings for the post of Asst. Registrars by circulation. (copy each of Agenda notes & the Resolutions are placed at **Appendix-7**)

Keeping in view that the 104<sup>th</sup> meeting of the Board of Management was being held on 21.4.2010, the Resolution by the Board, which was moved by circulation, were therefore, proposed to be placed by the Board prior to its implementation. Accordingly, the recommendations of the Selection Committees for the post of Asst. Registrars and the recommendations of the Finance Committee as well, have been placed before the Board on 21.4.2010.

**BM 104.8.2 (1)** With the above information to the members of the Board, Registrar (Admn) placed the names of the candidates who have been selected by the duly constituted Selection Committee for the post of Asst. Registrars for filling up 30 positions (UR 16, SC 5, ST 2, OBC 7) as per the advertisement after following the due process of R&P rules for the recruitment. The names of the candidates are given hereunder:

### Selected candidates:

1. Sh.Sandeep Arvind Sane (UR)
2. Sh.Kamal Kant Sahay (UR)
3. Sh.Sushil Mohan Dobhal (UR)
4. Sh.Prem Ranjan (UR)
5. Sh.Birendra Kumar (OBC)
6. Sh.Rakesh Kumar (OBC)
7. Sh.Muniganti Badrinath (OBC)
8. Sh.Awadhesh Kumar Pandey (UR)
9. Sh.Rajnish Singh Choudhary (OBC)
10. Sh.Kushal Dev Verma (OBC)
11. Sh.Mohit Satyadeep (UR)
12. Sh.Sanjeev Kumar Verma (SC)
13. Sh.Shailendra Kumar Singh (UR)
14. Sh.Nagender Pal Singh (UR)
15. Sh.Pawan Kumar (UR)
16. Sh.Sanzaya Patel (UR)
17. Sh.Vijayakumar M (SC)
18. Sh.Kamaldeep Singh Bhatia (SC)
19. Sh.Mukesh Kumar (SC)
20. Sh.Mahesh Kumar Singh (OBC)
21. Sh.Vivek Singh (OBC)
22. Sh.Ajay Lakra (ST)
23. Sh.J Thiru Murugan (SC)
24. Sh.Sapan Kumar Ram (SC)
25. Sh.Gajula Ashok (OBC)
26. Sh.Prabhat Kumar (OBC)
27. Sh.Rajesh Kumar Sharma (OBC)
28. Sh.Pou Mathiupuang Gonmei (ST)
29. Sh.Rajiv Ranjan (OBC)
30. Sh.Praveen Kumara B (OBC)

Note-1:- The 5 OBC candidates appearing at Sl. No.5, 6, 7, 9, 10 and 1 SC candidate at Sl. No.12 also found their names in UR category on their own merit, based on their combined performances in the written test & Interview.

Note-2:- The Board authorized the Hon'ble Vice-Chancellor to also determine a cut off point for filling up of the vacancies (in the case of candidates not responding to the offer of appointment within the permissible time limit ) as per the advertisement (total 30 posts ), keeping in view the best interest and overall standard of the University.

**BM 104.8.2 (2)** The Board appreciated the efforts made by the Administration Division of the University in conducting the whole recruitment process for various posts in a very transparent and time-bound

manner and approved the recommendations of the Selection Committee for the post of Assistant Registrars in the Pay Scale of Rs. 15600-39100 with Grade Pay of Rs. 5400 (PB-3).

**BM 104.8.2 (3)** The Board considered and approved the draft Resolution (by circulation) relating to Res. No. FC 69.16.2 read with Item No2 vide Res. BM 104.2.1 to 3.

**ITEM NO. 9 TO CONSIDER THE RECOMMENDATIONS OF THE SELECTION COMMITTEE/DPC MEETINGS FOR RECRUITMENT/CAS/PROMOTION TO VARIOUS TEACHING, ACADEMIC AND NON-ACADEMIC GROUP-‘A’ POSTS (AND ALSO THE SEMI-PROFESSIONAL ASSISTANTS)**

**BM 104.9.1** The recommendations of the Selection Committee/DPC meetings for recruitment / CAS / promotions to various teaching, academic and non-academic Group-A positions/Semi Professional Assistants were placed before the Board. The Board considered and approved the recommendations, as per details given below.

**1. Non-Academic Group-A positions**

<b>Dates of Meeting</b>	<b>Positions</b>	<b>Name of the Candidate selected</b>	<b>Remarks</b>
<b>19.4.2010</b>	Appointment to the <b>post of Registrar, Student Registration Division (SRD)</b> ; Pay Band IV: Rs.37400-67000 with GP of Rs.10000/- (+ allowances)	Dr. Pankaj Khare	--
<b>19.4.2010</b>	Appointment to the <b>post of Registrar, Student Evaluation Division (SED)</b> ; Pay Band IV: Rs.37400-67000 with GP of Rs.10000/- (+ allowances)	Prof. Pushplata Tripathi	--
<b>19.4.2010</b>	Appointment to the <b>post of Registrar, MPDD</b>	No candidate was found suitable	--
<b>20.4.2010</b>	Appointment to the <b>post of Finance Officer</b> ; Pay Band IV: Rs.37400-67000 with	1. Sh.Lalit Mohan Pandey 2. Sh.Sourav Kumar Jaipuriyar	

	GP of Rs.10000/- (+ allowances)		
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## 2. Teaching Positions

Dates of Meeting	Positions	Name of the Candidate	Remarks
28.1.2010	Promotion to the <b>post of Professors of Life Science</b> under CAS in the Pay Band of Rs.37400-67000 with AGP Rs.10,000/-	Dr. Geeta Kaicker	Recommended
28.1.2010	Promotion to the <b>post of Professor of Physics</b> under CAS in the Pay Band of Rs.37400-67000 with AGP Rs.10,000/-	Dr. Subha Gokhale	Not Recommended- may be reviewed after 1 year (exceptionally poor research, no independent publication)
28.1.2010	Promotion to the <b>post of Reader in Mathematics /Placement</b> in the Selection Grade under CAS in the Pay Band of Rs.15600-39100 with AGP Rs.8,000/-	Dr. Deepika	Not Recommended – review after 1 year (Lacks the culture of scholarship. Basis of research to be understood. May be given ample opportunities to undertake research in the next year)

## 3. Non-Academic positions (Semi Professional Assistants)

Dates of Meeting	Positions	Names recommended for selection	Remarks
8 <sup>th</sup> , 9 <sup>th</sup> & 10 <sup>th</sup> April, 2010	Selection Committee meetings for the <b>post of Semi Professional Assistants</b>	<b>(I) Selected Candidates:</b> <ol style="list-style-type: none"> <li>1. Sh.Sandeep Majumdar (OBC)</li> <li>2. Sh.Manish Kr. Pandey (UR)</li> <li>3. Syed Nehal Imam (UR)</li> <li>4. Md.Zakir Hussain (UR)</li> <li>5. Sh.A.Matsya Giri (OBC)</li> <li>6. Sh.Har Singh (UR)</li> <li>7. Sh.Binod Singh Yadav (OBC)</li> <li>8. Sh.Sanjeev Kumar (UR)</li> <li>9. Sh.Sunil Kumar (UR)</li> <li>10. Sh.Mahipal Datt Papnoi (UR)</li> <li>11. Sh.Anil Kumar Singh (OBC)</li> </ol>	<i>The above list of UR candidates includes 4 OBC candidates (S.No.1,5,7 &amp; 11) who have found their names in the UR list on their own merit</i>

		<p><b>Panel list of the UR candidates:</b></p> <ol style="list-style-type: none"> <li>1. Sh.Alok Kumar Jha</li> <li>2. Ms.Ankita Malik</li> <li>3. Sh.Hemant Kumar Sharma</li> <li>4. Sh.Prateek Asati</li> <li>5. Sh.Devendra Singh Nagarkoti</li> </ol> <p><b>(II) SC Candidates:</b></p> <ol style="list-style-type: none"> <li>1. Sh.Sanjay Baswal</li> <li>2. Sh.Ravindra Pratap</li> </ol> <p><b>Panel List:</b></p> <ol style="list-style-type: none"> <li>1. Sh.Shyam Kumar Neelam</li> <li>2. Sh.Manoj Kumar Choudhary</li> </ol> <p><b>(III) ST Candidates:</b></p> <p>Sh.Jam Suan Ching</p> <p><b>Panel List:</b></p> <p>Sh.Meetha Lal Meena</p> <p><b>(IV) OBC Candidates:</b></p> <ol style="list-style-type: none"> <li>1. Ms.Azra Bano</li> <li>2. Sh.Amit Kumar Panchal</li> <li>3. Ms.Rajshree Verma</li> <li>4. Sh.Dinesh Kr. Parashera</li> </ol> <p><b>Panel List:</b></p> <ol style="list-style-type: none"> <li>1. Ms.Sadhana Kumari</li> <li>2. Sh.Awadhesh Kr. Singh</li> <li>3. Ms.Preeti Sahu</li> <li>4. Sh.Rajesh Kumar</li> </ol>	
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**ITEM NO. 10 TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE 60<sup>TH</sup> MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON APRIL 05, 2010**

**BM 104.10.1** The Board considered the recommendations of 60<sup>th</sup> meeting of the Establishment Committee held on 5.4.2010. A copy of the minutes of the Establishment Committee is placed as **Appendix-8.**

As regards the recommendations of the Anomalies Committee

**BM 104.10.2**

meeting held on 14.01.2010 relating to the case of Sh. Ravi Kanth, Joint Director, EMPC, the Board decided that a Committee may be constituted to look into the case of Sh. Ravi Kanth which would submit its report to the Vice-Chancellor. The Committee would also include an internal expert and a member of the BOM. The Board further authorized the Chairman to constitute the Committee.

The committee would submit its report within one month's time taking a holistic view of the case and also taking into consideration the following points:

- (i) the matter of stagnation of the officials in the cadre of Joint Director in EMPC.
- (ii) the relaxation of a Ph. D Degree like the post of Director, School of Performing Arts in the University
- (iii) the possibility of grant of "personal grade" or post of a Professor / Director, personal to the incumbent, stagnating in the same cadre.
- (iv) the service conditions of analogous positions in the Media Sector like AIR, DD.

The Board approved the recommendations of the 60<sup>th</sup> meeting of the Establishment Committee held on 05.04.2010 subject to the observations / conditions, as above.

**BM 104.10.3**

**ITEM NO.11 TO CONSIDER AND APPROVE THE QUALIFICATIONS FOR THE POST OF DIRECTOR, EMPC**

**BM 104.11.1** The Board approved the qualifications for the post of Director, EMPC with the following:

- (i) Since the post of Director, EMPC is equivalent to that of a Professor the requirement of Ph. D shall remain as an essential qualification as already advertised in October 2009.
- (ii) Similarly, the Board decided that the qualifications for the post of Director, Academic Coordination Division and Director, Centre for Extension Education will also stand modified to include Ph. D as an essential qualification.

**ITEM NO.12 TO CONSIDER AND FINALIZE SHORT LISTING CRITERIA**

**FOR THE POST OF DIRECTOR, INTERNATIONAL DIVISION**

**BM 104.12.1** The Board approved the minutes of the meeting of the Standing Screening Committee for the post of Director, International Division and the criteria adopted by the committee for shortlisting the candidates for the post.

**ITEM NO.13 TO CONSIDER THE PROPOSAL FOR INVITING PROFESSOR R.S. MANN, (RETD.) AS DISTINGUISHED PROFESSOR IN ANTHROPOLOGY IN THE SCHOOL OF INTER DISCIPLINARY AND TRANS DISCIPLINARY STUDIES**

**BM 104.13.1** The Board approved the proposal for inviting Prof. R. S. Mann (Retd.) for appointment as Visiting Professor in Anthropology in the School of Inter-Disciplinary and Trans-Disciplinary Studies.

**ITEM NO.14 TO CONSIDER THE PROPOSAL OF SETTING UP OF A UNIVERSITY EMPLOYMENT INFORMATION AND GUIDANCE BUREAU IN THE UNIVERSITY**

**BM 104.14.1** The Board approved the proposal for setting up of the University Employment Information and Guidance Bureau in the University, as a government sponsored project. A copy of the Ministry's letter dated 18.02.2010 and the related papers are placed as **Appendix-9**.

**ITEM NO.15 TO NOTE THE DECISIONS OF THE ACADEMIC COUNCIL TAKEN AT ITS 50<sup>TH</sup> MEETING HELD ON OCTOBER 8, 2009**

**BM 104.15.1** The Board noted the decisions of 50<sup>th</sup> meeting of the Academic Council held on 08.10.2009.

**ITEM NO.16 TO NOTE THE DECISIONS OF THE DISTANCE EDUCATION COUNCIL TAKEN AT ITS 35<sup>TH</sup> MEETING HELD ON MARCH 10, 2010**

**BM 104.16.1** The Board noted and approved the decisions of the 35<sup>th</sup> meeting of the Distance Education Council held on 10.03.2010.

**ITEM NO.17 TO CONSIDER AND APPROVE THE PROPOSAL TO DESIGNATE THE POSITIONS OF OFFICER ON SPECIAL DUTY IN IGNOU INSTITUTE FOR VOCATIONAL**

**EDUCATION AND TRAINING (IIVET); AND IGNOU INSTITUTE FOR PROFESSIONAL COMPETENCY ADVANCEMENT OF TEACHERS THROUGH ODL (IIPCAT) AS DIRECTOR**

**BM 104.17.1** The Board approved the proposal to designate the position of Officer on Special Duty in the IGNOU Institute for Vocation Education and Training (IIVET) and IGNOU Institute for Professional Competency Advancement of Teachers through ODL (IIPCAT) as Director.

**ITEM NO.18 TO CONSIDER THE ISSUE OF NOTIFICATION REGARDING RE-DESIGNATIONS FOR TEACHERS**

**BM 104.18.1** The Board approved to re-designate the Teachers who are carrying the designation of Lecturers, Readers and Professors in terms of the MHRD letter dated 31.12.2008 and directed that the new designations of the Teaching posts may be notified as above. The other recommendations of the committee in respect of other academic posts remain, to be decided with the proviso that an amendment to the statutes as per the letter of MHRD dated 31.03.2010 would be proposed.

**ITEM NO.19 TO REPORT THE ACTION TAKEN BY THE VICE-CHANCELLOR IN EXTENDING THE ENTRUSTMENT OF THE CHARGE OF THE REGISTRAR, STUDENT REGISTRATION DIVISION (SRD) TO SHRI K. LAXMAN AS OFFICER ON SPECIAL DUTY, IN-CHARGE OF SRD W.E.F. 06.4.2010**

**BM 104.19.1** The Board ratified the action taken by the Vice-Chancellor in extending the term of Sh. K. Laxman, for further period of six months w.e.f. 06.04.2010 as Officer on Special Duty.

**ITEM NO.20 TO CONSIDER THE APPOINTMENT OF SH. R.R. SINGH AGAINST THE POST OF PROFESSOR FOR THE IGNOU-NAGALAND GANDHI ASHRAM PROJECT, NAGALAND WITH RELAXATION OF AGE LIMIT**

**BM 104.20.1** The Board approved the appointment of Prof. R. R. Singh as the Project Director, IGNOU Nagaland Gandhi Ashram Project, Nagaland in relaxation of the age. The pay of Prof. R. R. Singh shall be regulated as per the extant rules for appointment of retired official i.e. Total Emolument – (minus) Pension drawn by him in the Professor's Grade at the time of retirement.

**ITEM NO.21 TO REPORT ON THE MATTER RELATING TO THE AMENDMENTS TO STATUTES CONCERNING THE VARIOUS AUTHORITIES/STANDING COMMITTEES OF THE UNIVERSITY**

**BM 104.21.1** The Board noted the status in the matter of recommendations for amendments to the Statutes concerning the various authorities/Standing Committees in the University.

**ITEM NO.22 TO REPORT ON PROCUREMENT OF MAPLITHO PRINTING PAPER AND 205 GSM ART CARD/ BOARD**

**BM 104.22.1** The Board noted the action taken by the University in the matter of procurement of 4746 MT 80 GSM Maplitho Printing Paper and 700 MT 205 GSM Art Card/ Board valued at Rs. 19.16 Crores and Rs. 4.16 Crores respectively.

**ITEM NO.23 TO CONSIDER AND APPROVE THE PROPOSAL FOR WITHDRAWING BOOKS FROM LIBRARY RECORDS**

**BM 104.23.1** The Board approved the proposal of withdrawal of 42 Books valued at Rs. 27675.40 from the Library records and to write off the amount.

**ITEM NO.24 TO CONSIDER THE PROPOSAL FOR ORGANIZING INTERNATIONAL CONFERENCE ON ENROLMENT, RETENTION AND SUCCESS RATE OF LEARNERS IN OPEN AND DISTANCE LEARNING BY REGIONAL SERVICES DIVISION**

**BM 104.24.1** The Board approved the proposal for organizing the International Conference on enrolment, retention and success rate of learners in Open and Distance Learning by Regional Service Division of the University. The Board further approved the estimate of expenditure of Rs. 55,57,500/-.

**ITEM NO.25 TO CONSIDER AND APPROVE ADDITION OF SUB-CLAUSE (5), BELOW SUB-CLAUSE (4) OF CLAUSE 9, ORDINANCE ON CONDUCT OF EXAMINATIONS AND EVALUATION OF STUDENT PERFORMANCE**

**BM 104.25.1** It was resolved to amend the Ordinance on Conduct of Examinations and Evaluation of Student Performance as per the details given as **Appendix-10**.

In terms of provisions under Statute 26 of IGNOU Act all ordinances from the date of commencement of this Statute, shall be made by the Board of Management. Accordingly, the amendment under the Ordinance on Conduct of Examinations and Evaluation of Student Performance is approved by the Board.

**BM 104.25.2** Arising out of the decision to amend the Ordinance to incorporate the requirement of declaring the results within 45 days the following arrangements were approved by the Board:

- (i) decentralization of the examinations
- (ii) spot evaluation
- (iii) monitoring
- (iv) to institutionalize the decentralized evaluation system - to create structures / mechanism and - to create and appoint one Deputy Registrars in each of the Regional Evaluation Centres with necessary support staff, subject to the necessary financial concurrence by the Finance Committee.

For more elaborate information on the current status of the decentralized evaluation system, Registrar, SED was invited to give the status of the evaluation of the results after the introduction of the decentralization of evaluation system. It was informed that 82% of the results for December 2009, (approximately 8 lakh students) have been declared and the remaining (approximately 1.82 lakh students) is yet to be declared due to non-receipt of the complete evaluation from Patna RC. However, Registrar, SED informed that the entire result would be declared in one month's time.

Keeping in view various points raised by the Members including delay in finalizing the list of evaluators by the Schools the following decisions have been taken:

**BM 104.25.3**

- (i) to constitute a four member Tasks Force to prepare an Examination Manual including reforms / further decentralization to ensure the declaration of the results within 45 days. The Committee would give its report within 15 days.

The four members committee shall consist of:

Prof. K. R. Srivathsan, PVC / Member BOM  
Prof. D. Gopal, Member BOM  
Director, RSD  
Dr. Pushplata Tripathi, Registrar, SED

- (ii) in addition to the creation of the structure of Regional Evaluation Centres, proposal for creation of 6 (six) posts of Deputy Registrars for the Regional Evaluation Centres was also approved. This may be placed before the Finance Committee.
- (iii) students will submit the examination forms after completion of the assignment marks and filling the assignment marks in the examination forms.

With the above resolutions, the Board decided that till the amendment is made and notified, the procedure for declaration of Result within 45 days shall be implemented with the help of an Executive Order with immediate effect.

**BM 104.25.4**  
**ITEM NO.26**

**TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN ENGAGEMENT OF CONSULTANTS IN THE UNIVERSITY AFTER THE EXPIRY OF MAXIMUM PERIOD OF 24 MONTHS**

**BM 104.26.1**

The Board ratified the Action Taken by the Vice-Chancellor in engagement of two Consultants in the University after the expiry of the maximum period of 24 months as per the proposal.

**ITEM NO.27**

**TO CONSIDER THE PROPOSAL FOR FEE WAIVER FOR SEX WORKERS AND THEIR CHILDREN ADMITTED TO IGNOU PROGRAMME**

**BM 104.27.1**

The Board approved the proposal of the University for fee Waiver in the case of Sex Workers and their wards joining IGNOU Programmes.

**ITEM NO.28**

**TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE PURCHASE COMMITTEE MADE AT ITS 54<sup>TH</sup> MEETING HELD ON APRIL 15, 2010**

**BM 104.28.1**

The Board approved the recommendations of the 54<sup>th</sup> Purchase Committee, a Standing Committee of the BOM in its meeting held on 15.04.2010. A copy of the minutes of the Purchase Committee is placed at **Appendix-11**.

**ITEM NO.29** **TO CONSIDER THE PROPOSAL FOR AMENDMENT TO CLAUSES (12) AND (13) OF STATUTE 17 OF IGNOU ACT**  
(This item was discussed on priority basis as Dr. D. K. Paliwal had another meeting to attend)

**BM 104.29.1** The Board considered the proposal for amendment to clause (12) and (13) of Statute 17 of IGNOU Act. The Registrar (Admn.) informed that the Board at its 98<sup>th</sup> meeting held on 14.01.2009 adopted the MHRD letter dated 13.12.2008 regarding revised pay scales in respect of Teachers and other equivalent categories of academics and authorized the Vice-Chancellor to constitute a committee to finalize the recommendations of the revised recruitment rules, career advancement scheme and service conditions for Teachers.

Accordingly, a committee was constituted under the Chairpersonship of Prof. Parvin Sinclair, PVC. The report of the committee was placed before the Board at its 102<sup>nd</sup> meeting held on 14.10.2009. The Board had agreed to the recommendations made by the Committee.

The Registrar (Admn.) informed that the MHRD vide their letter dated 31.03.2010 however, informed that the matter was considered in the Ministry and the Ministry decided that the matters regarding re-designation, revised recruitment rules, career advancement scheme and service conditions for Teachers are required to be provided under Statutes and not under the Ordinances as per the provisions under Section 24 (d) of IGNOU Act. The MHRD has advised that the University may bring an agenda item in its next meeting on the subject.

Dr. D.K. Paliwal, Dy. Educational Advisor clarified that as far as the teaching posts, namely, Lectures, Readers and Professors are concerned the necessary notification may be issued by the University in accordance with the UGC notifications in this regard. However, with regard to the equivalent academic positions in the University the MHRD has been reiterating its position for appropriate amendments in the Statutes of the IGNOU Act and not under the Ordinances which may be considered by the University.

**BM 104.29.2** The Board decided that notification re-designating the Lecturers , Readers, Professors in the University may be issued. As regards the other academic equivalent positions, the Board approved the amendments to the existing Statutes, as desired by the Ministry for consideration of the BOM. A copy of the MHRD letter No. F.5-67/2009-DL dated 31.03.2010 is placed as **Appendix-12**.

**ITEM NO.30 TO CONSIDER NOMINATION OF MEMBERS ON THE ACADEMIC COUNCIL UNDER CLAUSE (1) (IV)**

**BM 104.30.1** After due clarifications given by the Director, Academic Coordination Division, the Board approved the recommendation made by the Vice-Chancellor for nomination of Prof. Rita Rani Paliwal, SOH and Prof. Gopinath Pardhan, Professor of Economics (senior most professor in the economics discipline) SOSS, on the Academic Council of the University under Clause-1 (iv) for the residual term of Professor Pandav Nayak. Dr. Anjila Gupta will however continue to attend the Academic Council deliberations as special invitee.

**ITEM NO.31 TO CONSIDER THE APPOINTMENT OF CHEF SH. Y.B. MATHUR, CONSULTANT TO PREPARE DPR FOR THE PROPOSED SCHOOL OF CULINARY ARTS**

**BM 104.31.1** The Board considered the proposal for appointment of Sh. Y. B. Mathur, Chef, as a Consultant to prepare Detailed Project Report (DPR) for creation of the proposed **School of Culinary Arts**. The members observed that instead of School of Culinary Arts, the structure will form as a unit within the School of Tourism and Hospitality Sectoral Services.

**BM 104.31.2** The Board approved the proposal for appointment of Sh. Y. B. Mathur, Chef as Consultant in the University at the payment of Rs. 2 Lakh for the whole assignment, as a lumpsum payment.

**ITEM NO.32 TABLED ITEM IN THE BOM HELD ON 21ST APRIL 2010 REGARDING THE ALLEGATIONS AGAINST GLOBAL INDIA FOUNDATION (AN ORGANISATION WITH WHICH IGNOU HAS AN MOU)**

**BM 104.32.1** Item was presented by the Chairman, BOM. The Chairman apprised the members of the certain complaint(s)/ allegation(s) received against Global India Foundation with which IGNOU has an MoU and involvement of some employees and certain programme centres of the University.

Keeping in view the seriousness of the allegations, the Board decided

to have a thorough investigation into the matter. The Board authorized the Administration to complete the enquiry as per rules and proceed with the recommendations according to law.

**ITEM NO.33      TABLED ITEM IN RESPECT OF THE QUERY RAISED  
REGARDING            THE            ASIA-E-UNIVERSITY-IGNOU  
COLLABORATION**

**BM 104.33.1**      A query was raised regarding the collaboration between Asia-e-University Kaulalumpur and IGNOU and the Asia-e-University's alleged operation in India through an organization in India citing a newspaper advertisement. The Director, International Division was called to present the status of this collaboration and other details. The Director made it clear that this is an inter university collaboration initiated through the Embassy and the international cooperation division of the Ministry. It was also clarified that the operation of the Asia-e-University through any franchisee organization in India has not been allowed by Distance Education Council. It was also informed that the University was aware of this misleading advertisement and necessary action had been taken to stop such practices. As a result, the advertisement was withdrawn and Asia-e-University President has written to the Minister of HRD, Govt. of India regretting the issue of this misleading advertisement. **Appendix-13** includes copies of the correspondences between Asia-e-University and IGNOU in this regard.

**BM 104.33.2**      The BOM considered the matter in detail and resolved to take necessary steps to ensure that the operation of the Foreign University of any kind in contravention to the DEC guidelines and GOI rules should be dealt with seriously and if such operations are happening, the collaboration with and recognition by the IGNOU/DEC should be withdrawn immediately.

The meeting ended with a vote of thanks to the Chair.

**(V.N. RAJASEKHARAN PILLAI)**  
**Chairman**

**MINUTES OF THE 69<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE  
HELD ON 3<sup>RD</sup> MARCH 2010 AT 3.00 P.M. IN THE BOARD ROOM,  
IGNOU CAMPUS**

The following were present:

1. Prof. V.N. Rajasekharan Pillai	Vice Chancellor	Chairman
2. Prof. Omprakash Mishra	Pro Vice Chancellor	Member
3. Shri M.P. Gupta		Member
4. Prof. Manohar Lal	Director, SOCIS	Member
5. Prof. Parvin K. Sinclair	Pro Vice Chancellor	Special Member
6. Mrs. Manjula Verma	Finance Officer	Secretary

Shri S. K. Ray and Dr. Veena Vinayak Rao Thakre could not attend the meeting due to their pre-occupations.

Shri U. S. Tolia, Registrar (Admn) attended the meeting as a Special Invitee.

Shri T. K. Kaul, Shri K. L. Juneja and Shri S. K. Sharma, Deputy Registrars were present to assist the Committee.

The Chairman welcomed the members attending the meeting of the Finance Committee and requested the Secretary to present the agenda items. The following agenda items were presented :

**FC 69.1 To confirm the minutes of the 68<sup>th</sup> meeting of the Finance Committee held on 8<sup>th</sup> December 2009.**

69.1.1 The Secretary informed that the minutes of the adjourned 68<sup>th</sup> meeting of the Finance Committee were circulated to all the members of the Finance Committee with request to send their comments, if any. The Secretary informed that comments have been received from the MHRD on the minutes of the 67<sup>th</sup> and 68<sup>th</sup> meetings of the Finance Committee vide their letters dated 22<sup>nd</sup> December 2009 and 3<sup>rd</sup> February 2010 respectively. Para-wise clarification on the comments of MHRD on the minutes of 67<sup>th</sup> and Adjourned 68<sup>th</sup> meeting of the Finance Committee have been given in the agenda item. The Committee members expressed their satisfaction on the clarifications given against each comment contained in letters of MHRD.

- 69.1.2 The minutes of the Adjourned 68<sup>th</sup> meeting of the Finance Committee held on 8<sup>th</sup> December 2009 were thereafter confirmed.
- 69.2 Action Taken Report in respect of the recommendations of 67<sup>th</sup> and 68<sup>th</sup> meetings of the Finance Committee held on 8<sup>th</sup> October 2009 and 8<sup>th</sup> December 2009 respectively.**
- 69.2.1 Action Taken Report in respect of the recommendations of 67<sup>th</sup> and 68<sup>th</sup> meetings of Finance Committee held on 8<sup>th</sup> October 2009 and 8<sup>th</sup> December 2009 respectively have been noted by the Finance Committee.
- 69.2.2 During discussion, a point was raised by Prof. Omprakash Mishra that in some cases, especially for the Institutes in NE Region, posts have been created with the approval of Board of Management long back, positions notified and budget allocations made, but process to fill up the posts is yet to take place. It was clarified by Finance Officer that the budget allocation for the post approved by the Board of Management has been made.
- 69.3 To consider and approve the Regulations for the meetings of the Finance Committee.**
- 69.3.1 The Committee noted that as per Section 16 of IGNOU Act, Finance Committee is one of the Authorities of the University. It also noted that as per Section 27 of the IGNOU Act, Authorities of the University may make Regulations consistent with the Act, the Statutes and Ordinances for conduct of their own business and that of the Committees, if any, appointed by them. Regulations exist for all others Statutory Committees of IGNOU except for Finance Committee, and the Regulations under discussion have been drawn up on the same pattern.
- 69.3.2 The Finance Committee approved the Regulations for the meetings of the Finance Committee as per annexure to the agenda, under Section 27 of IGNOU Act.
- 69.4 To consider and approve the creation of Finance & Accounts Cadre in IGNOU.**
- 69.4.1 The Committee noted that in its 8<sup>th</sup> and 9<sup>th</sup> meetings held on 29<sup>th</sup> August 1989 and 31<sup>st</sup> January 1990 respectively it had suggested for a separate cadre for Finance & Accounts in order to have a sound financial management system for the University. It also noted that in its 53<sup>rd</sup> meeting held on 24<sup>th</sup> February 2007, Finance Committee appreciated the need for a separate cadre for Finance & Accounts.
- 69.4.2 The Finance Committee, after deliberations, recommended for approval in principle for creation of Finance and Accounts cadre in the University. Finance Committee also suggested that a Committee be constituted comprising the Finance Officer, the Registrar (Admn), a member of the Finance Committee and two external experts by the Vice-Chancellor and recommendations to this be given at the earliest.

- 69.5 To report the registration fee charged for Training Programme on “Web 2.0 Tools in Distance Education” conducted by Inter University Consortium (IUC).**
- 69.5.1 The Committee noted the income and expenditure involved.
- 69.6 To consider and approve the withdrawal of deduction of 2% on account of IEFW from the bills of Course Writers, Paper Setters, Evaluators, Printers etc..**
- 69.6.1 The Committee after deliberations recommended to do away with the deduction of 2% on account of IEFW from the bills of Course Writers, Paper Setters, Evaluators, Printers etc., with immediate effect.
- 69.7 To consider and approve the payment norms for implementation of M.Sc (Counselling and Family Therapy) and Post Graduate Diploma in Counselling and Family Therapy of National Centre for Disability Studies.**
- 69.7.1 Director (I/c) NCDS and the Programme Co-ordinators of M.Sc (Counselling and Family Therapy) and Post Graduate Diploma in Counselling and Family Therapy explained that there is nothing different from the existing approved rate for similar programme except the norms of payment for practical is based on number of students as the number of students is less and spread over.
- 69.7.2 The Committee after deliberations approved the payment norms for implementation of M.Sc (Counselling and Family Therapy) and Post Graduate Diploma in Counselling and Family Therapy as given in the agenda note. The Finance Committee further recommended that the rates of payment would be uniform for all the Programme Study Centres for these programmes; regardless of whether or not they are part of existing Study Centres.
- 69.8 To consider and approve the payment norms for the functionaries involved in CDCW and CHBCP programmes launched by the School of Health Sciences.**
- 69.8.1 It was clarified that the rates are the same as for other similar programmes.
- 69.8.2 The Finance Committee considered and approved the payment norms for functionaries involved in Certificate in Diabetes Care for Community Workers (CDCW) and Certificate in Home Based Care Provider (CHBCP) as per annexure attached to the agenda item.
- 69.9 To report the action taken on Re-appropriation of funds since last meeting of the Finance Committee.**
- 69.9.1 The Finance Committee noted the re-appropriation made by the University since the last meeting of the Finance Committee.
- 69.10 To report the summary of expenditure/utilization of funds under Plan & Non-Plan.**

69.10.1 The Committee noted the income and expenditure involved.

**69.11 Delegation of Powers for allotting printing jobs.**

69.11.1 The Finance Committee noted the mismatch of financial powers for allocating printing jobs to Registrar (MPDD), Directors of Schools and Pro-Vice-Chancellors. The Pro-Vice-Chancellor apprised the Committee that as per the delegation of powers the Head of Division has the power to purchase items upto one lakh whereas the delegation of powers in respect of printing is 20,000 copies, cost of which is much less than one lakh as per the current rates of IGNOU. In view of the above, it is proposed to enhance the delegation for printing to Registrar (MPDD), Directors of Schools upto 50,000 copies and for Pro-Vice-Chancellors upto one lakh copies.

69.11.2 The Finance Committee after detailed deliberations approved the proposal.

69.11.3 Further it is also recommended for approval that Pro-Vice-Chancellors, Directors of Schools and Registrar (MPDD) be authorized to impose penalty as per existing norms that have been approved by him/her.

**69.12 To consider the payment norms for Foundation course on Education of Children with Disabilities.**

69.12.1 The Programme Co-ordinator presented the proposal to Finance Committee which included the fee sharing as per MoU, among IGNOU, Programme Centre and RCI. The costing sheet was also attached on the basis of which fee sharing is proposed. The Finance Officer confirmed that head of account for fee sharing and payment is there with Regional Centres.

69.12.2 The Committee took note of it and recommended that in case further head of account is needed, the same may be provided.

**69.13 To consider the proposal of Maintenance Grants to Learner Support Centres of NE Region.**

69.13.1 The Committee noted that the Board of Management in its 93<sup>rd</sup> meeting approved providing of financial assistance as Maintenance Grants to Learner Support Centres as per criteria approved by SSSC. The Committee also noted that the criteria for providing financial assistance would not be beneficial to the Study Centres in NER because of various constraints faced by them in terms of enrolments, infrastructure, connectivity etc..

69.13.2 The Committee after deliberations recommended for approval of the revised eligibility criteria for Maintenance Grants to the Learner Support Centres in North East Region as per the following criteria:

	Criteria (Student Enrolment)	Quantum of Maintenance Grant (Rs./annum)
1.	10-200	50,000/-

2.	201-500	1,00,000/-
3.	Above 500	1,50,000/-

69.13.3 The Committee after detailed deliberations, recommended for approval of the revised eligibility criteria for additional maintenance grants to the Learner Support Centres.

This scheme shall be in operation for a period of five years. Thereafter it shall be reviewed for further period.

**69.14 To consider and approve creation of Faculty positions in School of Agriculture.**

69.14.1 The Director, School of Agriculture presented the need for creation of positions, at least one faculty in the important areas of specializations as the area of the agriculture is so vast and dynamic. The agriculture is receiving attention in the present scenario and the Govt. of India is focusing to improve the agriculture productivity. This can happen only when there is knowledge and technology transfer. Annual financial implication on these new positions will be Rs. 46.86 lakhs.

Posts	Number of Positions	Specialization
Professor (Rs.37400-67000;AGP Rs.10000)	01	Agronomy - 01
Reader (Rs.15600-39100;AGP Rs. 8000)	02	Agriculture Extension-ICT Specialist - 01 and Horticulture - 01
Assistant Professor (Rs. 15600 – 39100;AGP Rs.6000)	04	Food Technology - 01, Soil Science - 01, Plant Breeding/Bio-Technology - 01 and Agriculture Economics - 01

69.14.2 The Committee recommended the proposal for creation of these positions.

The following items were tabled with the permission of the Chairman.

**69.15 To consider and approve the request of RIVET to operate from IGNOU Headquarters.**

69.15.1 The Finance Committee did not approve to operate the bank account for RIVET from New Delhi as the RIVET must be operated from Phulbani.

**69.16 To consider and approve the institution of Post Graduate Scholarship (hundred students) on the occasion of IGNOU Silver Jubilee Year to meritorious and economically backward learners.**

- 69.16.1 The Vice-Chancellor proposed that scholarships to 100 students of various Master's Degree Programmes be instituted on the occasion of the IGNOU Silver Jubilee Year.
- 69.16.2 The Finance Committee, after deliberations, recommended 100 Scholarships of Rs. 2,500/- per month only on merit basis to the students registering for Masters Degree Programmes of IGNOU. No economic criteria in choosing the students would be involved. Further, for operationalising the scheme of Scholarships, it was recommended that a Committee be constituted by the Vice-Chancellor for developing detailed guidelines. This will be operational from the year 2009-10 (Silver Jubilee Year). The funds toward this scholarship will be met from the internal resources generated from the fees of the learners.
- 69.17 To consider and approve the Payment Norms for B.Ed. (Special Education) of NCDS.**
- 69.17.1 The Programme Co-ordinator presented the proposal to Finance Committee which included the fee sharing as per MoU, among IGNOU, Programme Centre and RCI. The costing sheet was also attached on the basis of which fee sharing is proposed to be enhanced from 40% to 50% to Programme Centres by the Programme Co-ordinator. The Finance Officer confirmed that head of account for fee sharing and payment is there with Regional Centres.
- 69.17.2 The Committee, after detailed deliberations, recommended for approval to increase the fee sharing of Programme Centres to 50% instead of 40%.
- 69.17.3 The Committee took note that in case further head of account is needed the same may be provided.
- 69.18 To consider and approve the delegation of financial powers in respect of works.**
- 69.18.1 The matter regarding delegation of financial powers to CMD/CDU on the pattern of CPWD was deliberated upon in detail. Shri M. P. Gupta, pointed out that in CPWD, financial powers are vested with Executive Engineer who heads a Works Division. Analogous to the situation in CPWD, the post of Divisional Accountant may be created in CMD/CDU. The recruitment rules for the same may be worked out by the University.
- 69.19 To report the University's Account upto Second Quarter i.e. April – September 2009.**
- 69.19.1 The Finance Committee noted Receipt & Payment Account upto second quarter i.e. April – September 2009 of the University prepared on cash basis.

The meeting ended with a vote of thanks to the Chair.

**(V. N. Rajasekharan Pillai)**  
**Vice-Chancellor & Chairman, FC**

<b>Existing provision</b>	<b>Proposed amendment</b>	<b>Provision after amendment</b>
<p><u>Clause (4):</u> The Vice-Chancellor shall hold office for a term of five years from the date on which he enters upon his office, or until he attains the age of seventy years, whichever is earlier, and he shall not be eligible for re-employment.</p>	<p><u>Clause (4):</u> The Vice-Chancellor shall hold office for a term of five years from the date on which he/she enters upon his/her office, with the provision that he/she shall be eligible for re-appointment, until he/she attains the age of seventy years</p>	<p><u>Clause (4):</u> The Vice-Chancellor shall hold office for a term of five years from the date on which he/she enters upon his/her office, with the provision that he/she shall be eligible for re-appointment, until he/she attains the age of seventy years.</p>

IGNOU

**MINUTES OF THE 60<sup>TH</sup> MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON APRIL 05, 2010 AT 4.00 P.M. IN THE CONFERENCE ROOM, BLOCK-8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI-110 068**

The following were present:

- |  |                    |
|--|--------------------|
| 1. Prof. V.N. Rajasekharan Pillai, Vice-Chancellor | - Chairman         |
| 2. Dr. D.K. Choudhry, PVC                          | - Member           |
| 3. Prof. Manohar Lal, Director, SOCIS              | - Member           |
| 4. Prof. Darvesh Gopal                             | - Member           |
| 5. Dr. V. Venugopal Reddy                          | - Member           |
| 6. Shri U.S. Tolia, Registrar (Admn)               | - Member-Secretary |

Prof. M.K. Salooja, Member could not attend the meeting.

Shri R. Thyagarajan, Dy. Registrar (Establishment) was present to assist the Member-Secretary.

At the outset, the Chairman welcomed the members to the 60<sup>th</sup> Meeting of the Establishment Committee. Thereafter, the items on the Agenda were taken up for consideration, ad seriatim:

**ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 59<sup>TH</sup> MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON JANUARY 07, 2010 AND TO NOTE THE ACTION TAKEN THEREON**

**EC 60.1.1** Registrar informed the Committee that the Minutes of the 59<sup>th</sup> Meeting of the Establishment Committee were circulated to the members. No Comments have been received on the Minutes. The same were also approved by the Board of Management at its 103<sup>rd</sup> Meeting held on 25.1.2010.

**EC 60.1.2** The Establishment Committee noted that the Minutes of its previous meeting have been approved by the Board. The Committee further noted the action taken report and confirmed

the Minutes of its 59<sup>th</sup> meeting held on 7.1.2010.

**ITEM NO. 2 TO CONSIDER AND APPROVE THE MINUTES OF THE ANOMALIES COMMITTEE**

EC 60.2.1 The Item was taken up for consideration. The Member-Secretary informed that the Vice Chancellor constituted a Committee under the Chairmanship of Dr. D.K. Choudhry, PVC to look into the Anomalies that have arisen on implementation of the revised scales of Pay for teachers and academics and make suitable recommendations to sort out such anomalies.

EC 60.2.2 The Establishment Committee deliberated at length on each of the recommendations made by the Anomalies Committee and recommended the same for consideration of the Board of Management. A copy of the report of the Anomalies Committee is enclosed as Appendix-1.

EC 60.2.3 As regards the recommendations of Anomalies Committee at Sl. No.2 on Academic Grade Pay admissible to the post of Joint Director, the Committee resolved to place the following views before the Board of Management for further consideration:

- (i) One of the Joint Directors has rendered more than 16 years of service in the post without any avenue for promotion
- (ii) If promotional opportunities are to be created, then norms/procedure for such promotion must be evolved.
- (iii) The possibility of abolishing the positions of Joint Directors may be explored.

EC 60.2.4 The Establishment Committee recommended that no further action may be taken to fill up the post of Joint Director already advertised, till the matter is considered and decided by the Board.

**ITEM NO. 3 TO CONSIDER THE CASE OF PROF. K. ELUMALAI, SCHOOL OF LAW FOR HIS ADMISSION TO G.P.F. SCHEME**

EC 60.3.1 The Committee noted that prior to joining the IGNOU as Professor of Law, Prof. K. Elumalai was working in the National Council for Cooperative Training (NCCT), New Delhi and he was a member of the NCCT Pension Scheme governed by CCS(Pension) Rules, 1972. The Committee noted that the request of Prof. K. Elumalai for admission to GPF fulfills the

instructions of GOI in this matter.

EC 60.3.2 The Committee approved the proposal to admit Prof. K. Elumalai to GPF Scheme of the University.

**ITEM NO. 4 TO CONSIDER THE CASE OF MS. LAXMI AND MS. NEERJA SOOD, LECTURERS IN NURSING, SCHOOL OF HEALTH SCIENCES FOR THEIR ADMISSION TO G.P.F. SCHEME**

EC 60.4.1 The Committee noted that prior to joining the University as Lecturer in Nursing, Ms. Laxmi and Ms. Neerja were working with the Directorate of Health Services, Government of NCT of Delhi, where they were members of the Pension Scheme. The Committee also noted that the Directorate of Health Services, Government of NCT of Delhi has agreed to remit its pro-rata retirement benefits in respect of both Ms. Laxmi and Ms. Neerja Sood. The Committee noted that the requests of both Ms. Laxmi and Ms. Neerja Sood for admission to GPF fulfill the instructions of GOI in this matter.

EC 60.4.2 The Committee approved the proposal to admit Ms. Laxmi and Ms. Neerja Sood to GPF Scheme of the University

**ITEM NO. 5 TO CONSIDER THE CASE DR. DEV KANT RAO, DY. DIRECTOR, DEC, FOR HIS ADMISSION TO G.P.F SCHEME**

EC 60.5.1 The Committee noted that prior to joining IGNOU as Dy. Director, DEC, Dr. Dev Kant Rao was working in National Institute of Open Learning (NIOS). He was a member of the Pension Scheme governed by CCS(Pension) Rules, 1972. The Committee noted that the request of Dr. Dev Kant Rao for admission to GPF fulfills the instructions of GOI in this matter.

EC 60.5.2 The Committee approved the proposal to admit Dr. Dev Kant Rao to GPF Scheme of the University

**ITEM NO. 6 TO CONSIDER THE REQUEST OF DR. ARCHANA UPADHYAY (SHUKLA) FOR COUNTING HER PAST SERVICE FOR THE PURPOSE OF BENEFITS UNDER THE CAREER ADVANCEMENT SCHEME**

- EC 60.6.1            The Committee considered and approved the proposal for counting of the past services rendered by Dr. Archana Upadhyay (Shukla) as Assistant Librarian in the Mahatma Gandhi Kashi Vidyapith, w.e.f. 4<sup>th</sup> January, 2006 to 29<sup>th</sup> April, 2008, for the purpose of Career Advancement strictly in accordance with the provisions of the Career Advancement Scheme (CAS) of the University.
- ITEDM NO. 7    TO CONSIDER THE CASE OF DR. SUBHANGI VAIDYA, LECTURER, SCHOOL OF INTERDISCIPLINARY AND TRANS-DISCIPLINARY STUDIES (SOITS) FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME**
- EC 60.7.1            The Committee considered the matter in detail. It was of the opinion that it is premature at this stage to consider the question of counting her service rendered as Asst. Director/Asst. Director (Sr. Scale) in RSD for the purpose of Career Advancement. The Committee therefore, decided that the matter may be brought before the Establishment Committee after Dr. Subhangi Vaidya completes her period of probation in the position of Lecturer, SOITS and confirmed in that position.
- ITEM NO. 8      TO CONSIDER THE REQUEST OF CAPT. (Dr.) S.S. BISHT, SECURITY OFFICER, IGNOU FOR DESIGNATING HIM AS CHIEF SECURITY OFFICER**
- EC 60.8.1            The Committee considered and approved the proposal to re-designate Capt.(Dr.) S.S.Bisht, Security officer as Chief Security Officer purely on personal basis without any financial or administrative benefit whatsoever.
- ITEM NO. 9      TO CONSIDER THE LIFTING OF PROBATION AND CONFIRMATION OF TEACHERS/ACADEMIC AND NON-ACADEMIC GROUP-A STAFF OF THE UNIVERSITY**
- EC 60.9.1            The item was taken up for consideration. It was clarified that in respect of Teachers & Academics the Assessment Reports of the concerned PVCs/Directors of Schools/Divisions have been obtained and found satisfactory. The Committee approved the proposal for lifting of probation and confirmation of the teachers / academics and Non-academic Group-A officials, as per details given in the Appendix-2.

**ITEM NO. 10 TO CONSIDER OPEN/DIRECT RECRUITMENT OF HELPER (CIVIL) AND HELPER (ELECTRICAL) - GROUP-D POSITIONS OF CMD AND GRANT OF AGE RELAXATION TO THE MUSTER ROLL EMPLOYEES OF CMD**

EC 60.10.1 Sh. R. Thyagarajan, Dy. Registrar (Estt.) informed the Committee that the University has engaged 11 persons under Muster Roll for carrying out civil and electrical works under CMD as Helper (Civil) and Helper (Electrical) during the period from 1.1.1991 till date. Most of them have been working as Casual Labourers for the past 12 to 18 years. He also informed that 7 out of the 11 employees possess 10<sup>th</sup> Standard & above educational qualification. A Sub-Committee, constituted for purpose, has also considered the matter and given its recommendations.

EC 60.10.2 After detailed discussions, the Committee recommended as under:

- (i) The University will recruit personnel to Group-D posts i.e. Helper (Civil) and Helper (Electrical) by inviting sponsored candidates from local Employment Exchange as well as the 11 Muster Roll employees mentioned above, for Interview by an Open Recruitment Committee for selecting the suitable candidates.
- (ii) The Muster Roll employees numbering 11 may be given age relaxation by deducting the total no. of years of experience from the present age of employees.
- (iii) The candidates sponsored by the Employment Exchange in 2008 may be considered for Interview, if they were eligible as on the date of sponsoring i.e. in 2008.

EC 60.10.3 The Establishment Committee also approved the other recommendations made by the aforesaid Sub-Committee. The Committee further resolved that there shall be no Muster Roll employment.

**ITEM NO. 11 TO APPRISE/INFORM THE STATUS OF RECRUITMENT PROCESS FOR THE POSTS OF ASST. REGISTRAR, SEMI PROFESSIONAL ASSISTANT, DEO GR.C, JATS & STENOGRAPHERS AND THE ACTION TAKEN BY THE HON'BLE VICE-CHANCELLOR IN ENGAGING THE SERVICES OF C-DAC, PUNE UNDER**

**DEPTT. OF INFORMATION AND TECHNOLOGY,  
MINISTRY OF COMMUNICATION AND  
INFORMATION TECHNOLOGY, GOVT. OF INDIA**

EC 60.11.1 The Member-Secretary informed the Committee that the Resolution regarding recruitment to the post of Astd. Registrar was circulated amongst the Members of the Board of Management and a majority of members have approved the same. As regards the recruitment to the post of DEO-C, the Registrar informed that the Centre for Development of Advanced Computing (C-DAC), Pune has been entrusted with the task of conducting the skill test. The cost of operations by the C-DAC will be Rs.4 lacs. (50% to be released in advance while placing the order, 25% on completion of the examination and 25% on release of result to IGNOU). Similarly, ISTM, New Delhi has been given the task of holding skill/typing test of Stenographers and JATs at three cities viz. Delhi, Lucknow & Bhubaneswar.

EC 60.11.2 The Establishment Committee considered the matter and recommended the following for ratification of the BOM:

The action taken by the Vice-Chancellor in engaging the C-DAC for conducting the skill test for the post DEO-C

The action taken by the Vice-Chancellor in entrusting the task of holding skill/typing test of Stenographers and JATs to ISTM, New Delhi at three cities viz. Delhi, Lucknow & Bhubaneswar.

**ITEM NO. 12 TO CONSIDER THE ISSUE RELATING TO THE CADRE STRUCTURE AND R & P RULE FOR PRINTING CADRE INCLUDING FOR THE POSITION OF NEWLY CREATED JOINT REGISTRAR (P)**

EC 60.12.1 Shri R. Thyagarajan, Dy. Registrar (Estt.) briefly informed the Establishment Committee about the recommendations made by a committee constituted under the Chairmanship of Prof. K. R. Srivathsan, PVC for reviewing the Revised Cadre Structure and Recruitment & Promotion Rules for Printing Cadre. He also informed that a representation has been received from Sh. A.S. Chhatwal, Astd. Registrar (P) for promotion to the post of Dy. Registrar (P).

EC 60.12.2 The Establishment Committee considered the recommendations made by the committee constituted for reviewing the Revised Cadre Structure and Recruitment & Promotion Rules for Printing

Cadre and approved the same which includes R&P rules for the newly created position of Jt. Registrar (P). The Committee recommended that further action may be taken to conduct Interview for the post of Jt.Registrar (P) and DPC for the post of Dy.Registrar (P) i.e. consequential vacancy.

**ITEM NO. 13 TO CONSIDER THE REPORT OF THE COMMITTEE CONSTITUTED FOR EXAMINING THE FEASIBILITY OF CREATION OF A SEPARATE CAMERA UNIT AND SUGGESTING A CAREER ADVANCEMENT SCHEME FOR CAMERAPERSON OF EMPC**

EC 60.13.1 Shri R. Thyagarajan, Dy. Registrar (Estt.) briefly presented the recommendations made by a Committee constituted to examine feasibility of creation of a separate Camera Unit and suggest the career advancement scheme for Cameraperson of EMPC. In particular, he brought to the attention of Establishment Committee the fact that while granting the pay scale, one step higher than the Doordarshan staff for all the cadres of EMPC, the cadre of Cameramen was left out. Therefore, the Cameramen continued in the pay scale of Rs. 6500-10500 (PR) instead of Rs. 8000-13500 (PR).

EC 60.13.2 After detailed deliberations, the Committee approved the following:

Constitution of a separate Cadre Structure & R&P Rules for Cameramen, as indicated below:

Sl. No	Name of the Post	Pay Scale (PR)	Nos. of post	Mode of appointment
1.	Cameraperson	Rs. 8000-13500	06	Direct Recruitment
2.	Cameraperson (Sr. Scale)	Rs. 10000-15200	Nil	Placement on completion of 8 years regular service
3.	Video Executive	Rs. 12000-18300	4	100% promotion on completion of 13 years of service (8+5)

(ii) The experience rendered by the Cameramen in the scale of Rs. 6500-10500/- will be treated as service rendered in the scale of Rs. 8000-13500/- for the purpose of UMS and promotion

(iii) The matter may be referred to Finance Committee.

**ITEM NO. 14 CREATION OF TECHNICAL/NON-TECHNICAL POSITIONS FOR MANAGING THE CONSTRUCTION ACTIVITIES BEING UNDERTAKEN BY THE CMD/CDU**

EC 60.14.1 Shri R. Thyagarajan, Dy. Registrar (Estt.) informed the Committee that 39 Technical/Non-Technical posts are proposed to be created for managing various construction/developmental activities being undertaken by CMD/CDU both at the Hqs. and at various Regional Centres. He informed the Committee that these activities are expected to be completed in a time-bound manner during the 11<sup>th</sup> Five Year Plan.

EC 60.14.2 The Establishment Committee felt that the demand for creation of these Technical/Non-Technical posts is very genuine. Therefore, the Committee recommended the creation of the following posts in CMD/CDU, on Contractual basis co-terminus with the respective project but not exceeding five years:

Sl. No.	Name of the Post	No. of Post	Scale (Rs)	Grade (Rs)	Pay
1.	Executive Engineer (Civil)	01	15600-39100	7600	
2.	Executive Engineer (Elec.)	01	15600-39100	7600	
3.	Junior Engineer (Civil)	08	9300-34800	4200	
4.	Junior Engineer (Elec.)	04	9300-34800	4200	
5.	Accounts Officer (Sr./Jr.)	02	9300-34800	4600/5400	
6.	Draftsman (Civil)-G-III	02	9300-34800	2800	
7.	Draftsman (Elec.)-G-III	02	9300-34800	2800	
8.	Sr. Assistant	01	9300-34800	4200	
9.	Assistant	06	5200-20200	2400	
10.	JAT	12	5200-20200	1900	

EC 60.14.3 The Establishment Committee further resolved that the matter may also be referred to the Finance Committee for its consideration.

**ITEM NO. 15 TO CONSIDER THE REQUEST OF SHRI D.B. RANA, PRODUCER (SR. SCALE), EMPC FOR EXEMPTION FROM THE REQUIREMENT OF ACQUIRING MASTER'S DEGREE**

EC 60.15.1 The Committee was informed that Sh. D.B. Rana, Producer (Sr. Scale), EMPC did not acquire the Master's Degree within 5 years from 16.11.2004 as per the decision taken by the Board at 81<sup>st</sup> meeting held on 16.11.2004. The Board at its 81<sup>st</sup> meeting further decided that the benefit of senior scale given to him

would be withdrawn and further benefit under the Career Advancement Scheme viz. placement in selection grade, would not be available to him. The Committee was further informed that Sh. D.B. Rana has sought exemption from this condition.

The Committee noted that the condition of acquisition of Master's Degree within a specific time frame was not imposed as one of the conditions while placing Sh. D.B. Rana in the Senior Scale of Rs.10000-15200. This condition was imposed on him only after the 81<sup>st</sup> meeting of the BOM.

EC 60.15.2 In view of the conflicting position as stated above, the Establishment Committee resolved to continue with the *status quo* till the matter is considered and decided by the Board. The Committee further noted that Sh. D.B. Rana will be retiring from the services of the University on 31<sup>st</sup> July, 2010.

**ITEM NO. 16 TO CONSIDER THE REORGANIZATION OF THE SECTIONS IN THE ACADEMIC COORDINATION DIVISION**

EC 60.16.1 Prof. M.S. Senam Raju, Director, Academic Cordn. presented the need for creation of additional positions in ACD. He pointed out that the volume of work in ACD has increased enormously following creation of teaching/academic positions in the new Schools of Studies and newly established Regional Centres. He also brought to attention of the Committee the fact that strength of staff in ACD has not been increased commensurate with the increase in sanctioned positions of Teachers/Academics.

EC 60.16.2 After detailed discussions, the Establishment Committee recommended as given under:

(1) to have the services of one Associate Professor (with AGP of Rs.9000/-) and one Assistant Professor (with AGP of Rs.6000/-) or equivalent positions from academics/other academics who will be drafted on tenure basis by circulation within IGNOU. The incumbents shall look after all recruitment & CAS related activities commencing from Advertisement to Appointment.

(2) Creation of the following positions:

- (i) Asst. Registrar - 2
- (ii) Section Officer - 1

(iii) Sr. Asst.	- 1
(iv) Stenographer	- 2
(v) Assistant	- 4
(vi) JAT	- 4
(vii) DEO-C/D	- 3

EC 60.16.3 The Establishment Committee further resolved that the matter may also be referred to the Finance Committee for its consideration

**ITEM NO. 17 TO COUNT THE PERIOD OF PAST SERVICE RENDERED BY DR. R.R.RAUSARIA, DY. DIRECTOR, DEC (PRESENTLY REGISTRAR (I/C), MPDD) FOR PENSIONARY BENEFITS IN IGNOU**

EC 60.17.1 The Committee noted that pro rata retirement dues in respect of past service rendered by Dr. R.R. Rausaria, Dy. Director, DEC (presently Registrar I/C, MPDD) from 27.9.1979 to 18.4.1994 (excluding the non-qualifying service of 2 years 11 days in two spells i.e. from 23.10.89 to 22.10.90 (1Y) and from 01.01.91 to 09.07.92 (1Y, 6M & 9 days) have been remitted by the previous employer i.e. National Institute of Technology, Hazaratbal, Srinagar, to the University. Further, the other conditions under Statute 23 for counting of past service in IGNOU have been fulfilled. The Committee noted that the proposal was in order and approved the proposal for counting of past services rendered by Dr. R.R. Rausaria from 27.9.1979 to 18.4.1994 (excluding the non-qualifying service of 2 years 11 days in two spells i.e. from 23.10.89 to 22.10.90 (1Y) and from 01.01.91 to 09.07.92 (1Y, 6M & 9 days) for pensionary benefits in the University.

**ITEM NO. 18 TO CONSIDER THE PROPOSAL FOR MAINTENANCE AND PREPARATION OF ANNUAL PERFORMANCE APPRAISAL REPORTS FOR ADMINISTRATIVE OFFICIALS/OFFICERS**

EC 60.18.1 Shri R. Thyagarajan, Dy. Registrar (Estt.) informed the Committee that the Department of Personnel and Training, Govt. of India have brought-out new guidelines on Preparation & Maintenance of Annual Performance Assessment Report (APAR) vide its office Memorandum No.21011/1/2005-Estt(A)Pt-II dt. 23.7.2009 for the Reporting Year 1.4.2009 to 31.3.2010.

EC 60.18.2      As the University has been following the guidelines and format of confidential report of Govt. of India since its inception, the Establishment Committee approved the adoption of new guidelines on APAR for its Administrative officials/officers, as contained in OM No.21011/1/2005-Estt(A)Pt-II dt. 23.7.2009 *mutatis mutandis* and implement the same from 2009-2010 to be assessed 2010-2011.

The meeting ended with a vote of thanks to the Chair.

**(U.S. TOLIA)**  
**Member-Secretary**

<b>Existing Provision</b>	<b>Amendment proposed</b>	<b>After amendment</b>
<p>Clause 9: Conduct Procedure</p> <p>(1) The term-end examinations shall.....</p> <p>.....</p> <p>(2), (3), (4) .....</p>	<p>To add a new Sub-Clause (5) below existing sub-clause (4) under Clause 9, as under:</p> <p>(5) The declaration of the results of the term end examinations shall be done within 45 days of the completion of the examinations. The Examination Committee shall ensure the monitoring of the evaluation and result declaration process and timely declaration of results within the period stipulated by the Ordinance.</p>	<p>Clause 9: Conduct Procedure</p> <p>(1) The term-end examinations shall.....</p> <p>(2), (3), (4) .....</p> <p>Sub-Clause (5):</p> <p>(5) The declaration of the results of the term end examinations shall be done within 45 days of the completion of the examinations. The Examination Committee shall ensure the monitoring of the evaluation and result declaration process and timely declaration of results within the period stipulated by the Ordinance. The Examination Committee shall consist of a PVC (nominated by the VC as Chairperson), Registrar (SED), Director of the School/Centre/Unit &amp; Coordinator of the Programme/Course.</p>

**IGNOU**

**MINUTES OF THE 54<sup>TH</sup> MEETING OF THE PURCHASE COMMITTEE HELD ON APRIL 15, 2010 AT 3.30 P.M. IN THE BOARD ROOM, BLOCK - 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110 068**

The following were present:

1. Dr. D. K. Choudhry, Pro-Vice Chancellor - Chairman
2. Prof. Uma Kanjilal, Director, SOSS - Member
3. Shri Ravi Kant, Director, EMPC - Member
4. Shri Abdul Samad Ibrahim, Dy. Director, EMPC - Member
5. Ms. Majula Verma, Finance Officer (I/c) - Member
6. Shri Udai Singh Tolia, Registrar (Admn) - Member-Secretary

Owing to the pre-occupation, the Vice-Chancellor could not chair the meeting of the Purchase Committee and the meeting was chaired by Dr. D.K. Choudhry, Pro-Vice Chancellor/Member, Purchase Committee.

Prof. Shafiq Parveen, Member could not attend the meeting.

At the outset, the Chairman welcomed the members to the 54<sup>th</sup> Meeting of the Purchase Committee, a Standing Committee of the Board of Management. Thereafter, the following items on the agenda were taken up for consideration:

**ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 53<sup>RD</sup> MEETING OF THE PURCHASE COMMITTEE HELD ON JANUARY 08, 2010, AND TO NOTE THE ACTION TAKEN THEREON**

**PC 54.1.1** Registrar informed the Committee that the Minutes of the 53<sup>rd</sup> Meeting of the Purchase Committee held on 8<sup>th</sup> January, 2010 were circulated to the members. No comments have been received on the minutes. Further, the Minutes of the 53<sup>rd</sup> meeting were placed before the Board at its 103<sup>rd</sup> meeting held on 25.1.2010 and were approved by the Board. He therefore, proposed that the minutes may be considered for confirmation.

**PC 54.1.2** The Purchase Committee noted that the Minutes of the 53<sup>rd</sup> meeting have been approved by the Board. The Committee also noted the Action Taken Report on the various decisions of the Purchase Committee taken at its previous Meeting and confirmed the minutes.

**ITEM NO.2 TO CONSIDER AND APPROVE THE PROCUREMENT OF LAPTOPS**

**PC 54.2.1** The Item was taken up for consideration. The Committee approved the proposal for procurement of 50 Laptops at a cost of Rs.20.00 lacs approx., as per the requirement assessed by the Computer Division. As regards the configuration, the members desired to know whether the Laptops already provided by the University to the Faculty/Officers could be upgraded. The Head, Computer Div. informed the Committee that this should be possible and the matter will be looked into. The Committee further noted that the 50 Laptops proposed to be procured shall cover the present requirement as also the likely addition to the faculty strength on opening of new centres etc.

**ITEM NO. 3 TO REPORT ON PURCHASE OF ADDITIONAL REQUIREMENT OF COMPUTERS, PRINTERS AND UPSs**

**PC 54.3.1** The item was discussed in detail. The Registrar explained that the proposal for purchase of 924 computers, 643 printers and 957 UPSs for use at Headquarters/EDNERU within the overall ceiling of 4000 computers, 2000 printers & 4000 UPSs were already approved by the Purchase Committee at its 53<sup>rd</sup> meeting held on 8.1.2010. However, while considering the minutes of the 53<sup>rd</sup> Purchase Committee meeting, Sh. N.K. Sinha, Joint Secretary, MHRD, at the 103<sup>rd</sup> meeting of the Board observed that it was not clear from the minutes as to how the rates offered by the two firms compared with the DGS&D rates for similar configuration and the configuration offered by the firms in this case, should be verified and also should be checked (pre-testing) from agencies like NIC, as being done in the Ministry. Accordingly, the duly constituted Committee verified the rates and found that the rates offered to the University by both the firms were much lower and reasonable as compared to the market rates and also the DG&SD rates. A copy of the

recommendations of the Committee is placed at **Appendix-I**.

As per the observations made by Sh. Sinha regarding pre-testing, the Office of the Director General, NIC was contacted in the matter and accordingly a mail to this effect was sent to his office on 12.2.2010. Ms. Padmawati Vishwanathan, Senior Technical Director, NIC accordingly contacted us vide her mail dt. 15.2.2010 and thereafter IGNOU officers consisting of Sh. Ravi Mendiratta, Sr. Software Engineer & Section Officer, CPU discussed the entire issue relating to pre-testing of computers with her. After detailed discussion, she opined that since the current purchase order was part of the bulk supply order for which Open Tenders were duly floated and finalized by the University, the pre-testing had already been undertaken by the University adopting its own mechanism through the duly constituted committees/ Computer Div.

Ms. Padmawati Vishwanatha, Senior Technical Director, NIC further opined that:

- (i) Since the University has already convened pre-testing of computers at Pondicherry in terms of the original tender documents and the supply has already been made by the firms with the configuration as per tender document and also the items are already in use it would not be possible for NIC to intervene at this juncture.
- (ii) As the present requirement is a part of the above bulk supply the University should go ahead with the same mechanism as already adopted by them as per the main tender document and tendered quantity.
- (iii) The NIC may be able to extend the necessary help with regard to pre testing, only in case of afresh tendering of these kind of items with specific clauses incorporated in such tender documents in future.

A copy of the report of the IGNOU officers is placed as **Appendix-2**).

Dr. Vijay Srivastava, Head, Computer Div. was invited to confirm whether the configuration of the computers were already checked, internally alongwith the reasonability of the rates. He clarified that pre-testing was already conducted by the University for the supplies received earlier with the help

of Computer Div. and CPU official and the rates quoted by both the firms are reasonable.

At this point, Dr. Abdul Samad Ibrahim, Member Purchase Committee/Member, BOM observed that the University has already a full-fledged Computer Div. and a School of Computer and Information Sciences and therefore, has the inbuilt capabilities and mechanism for testing of the computers systems. Therefore, there is no need for the University going for external testing of the systems, which may not be available without costs/riders.

**PC 54.3.2** The Committee after detailed deliberation ratified the action taken by the University for placing the supply orders for the balance quantity 924 computers, 643 printers and 957 UPSs & also requested to reassess the additional requirements of computers etc. with various Schools/ Divisions/Centres due to induction of new faculty.

**ITEM NO.4 TO CONSIDER AND APPROVE THE PROCUREMENT OF THE EQUIPMENTS TO BE USED IN THE GYAN DARSHAN AND THE GYAN VANI TRANSMISSION**

**PC 54.4.1** The item was taken up for consideration. The Committee noted that for procurement of equipments for use of the Gyan Darshan and Gyan Vani Transmission systems, Global tenders invited. The tenders were opened and evaluated by duly constituted committees. The bids were also evaluated finally by a Committee which recommended the offer of L-1 firms for a total financial commitment of Rs.2,29,77,750/- only. It was further noted that the proposal has been concurred in by the Finance Division.

**PC 54.4.2** The Purchase Committee approved the proposal. A copy of each of the Minutes of the Tender Evaluation Committee dt. 20.11.2009 and 8.1.2010 / 12.3.2010 are placed as **Appendix-3**.

**ITEM NO.5 TO CONSIDER AND APPROVE THE EMPANELMENT OF FIRM(S) FOR SUPPLY OF OFFICE STATIONERY ITEMS**

**PC 54.5.1** The Committee approved the proposal for empanelment of

firms for procurement of stationary items for the period June 2010 to May 2011.

Responding to a suggestion of Prof. Uma Kanjilal, Member that the possibility of decentralizing the purchase process of stationary articles delegating adequate powers to the Heads of Div./Schools etc., who have already been entrusted with the powers/functions of DDOs, should be explored, Registrar clarified that Administration would have no problems/issues in regard to decentralization of procurement of stationary items. However, it may create accounting problems of the stationary at various levels i.e. different Schools/Divisions etc. instead of centralized accounting system/stock entry, as currently is in vogue, resulting in difficulty in carrying Audit & related activities. The Finance Officer also agreed that the decentralization as suggested by the Member would not be desirable due to the above reasons. The Committee therefore, unanimously decided that the *status quo* may be maintained in this regard.

The Meeting ended with a vote of thanks of the Chair.

**(U.S. TOLIA)**  
**Member-Secretary**

