

IGNOU

SIXTEENTH MEETING OF THE BOARD OF MANAGEMENT

HELD ON MAY 16, 1989.

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CONFIDENTIAL

IGNOU

MINUTES OF THE SIXTEENTH MEETING OF THE BOARD OF MANAGEMENT OF INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD IN THE UNIVERSITY OFFICE AT YMCA CULTURAL CENTRE, 1 JAI SINGH ROAD, NEW DELHI ON TUESDAY, MAY 16, 1989 AT 10.00 HOURS.

The following were present:-

1. Prof. G.Ram Reddy, Vice-Chancellor - Chairman
2. Shri Anil Bordia
3. Prof. R.P. Bambah
4. Prof. C.Narayana Reddy
5. Dr.(Miss) Armaity S. Desai
6. Prof. Mrinal Miri
7. Prof. B.S. Sharma
8. Dr. Gurpreet Singh
9. Dr. J.S. Bajaj
10. Prof. Ranjit Gupta

K. Narayanan, Registrar

Secretary

Shri P. Murari could not make it convenient to attend the meeting.

Prof. D.D. Joshi, Prof. R.J. Garde, Pro Vice-Chancellors II and III respectively and Shri C.R. Pillai, Director (TA) were present as special invitees.

Shri K.J.S. Prasada Rao, Deputy Registrar (G) and Shri S.C. Consultant (Finance) were present to assist the Chairman and Secretary.

The following items were considered:-

1. TO CONFIRM THE MINUTES OF THE FIFTEENTH MEETING OF THE BOARD OF MANAGEMENT, HELD ON MARCH 8, 1989 AND TO NOTE THE ACTION TAKEN THEREON.

The minutes of the 15th meeting of the Board of Management held on March 8, 1989 were confirmed.

The Board also noted the action taken on the minutes.

ITEM NO 2

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE SELECTION COMMITTEES AND TO NOTE THE ACTION TAKEN THEREON.

2.1

The Board approved the recommendations of the Selection Committees (Appendix I) for the following posts:

- 1 Lecturer in Women's Education.
- 2 Lecturer in Library & Information Science.
- 3 Lecturer in Psychology.
- 4 Reader in Public Administration.
- 5 Lecturer in Performing Arts.
- 6 Academic Associate in Agricultural Extension.

2.2

The Board also approved the appointment of the following three teachers by the Vice-Chancellor from the panels recommended by the Selection Committees mentioned above:

- 1 Ms Neerja Chadha, Lecturer in Women's Education (Child Development).
- 2 Ms Rekha Sharma, Lecturer in Women's Education (Child Development).
- 3 Ms Annu Jacob, Lecturer in Women's Education (Food & Nutrition)

The Board decided that the panels recommended by the Selection Committees shall be valid for a period of two years from the date of the Selection Committee meeting.

ITEM NO 3

TO CONSIDER CONFIRMATION OF TEACHERS AND OTHERS WHO HAVE COMPLETED THE PROBATION PERIOD.

The Board considered the proposal, including the supplementary note circulated at the meeting, and decided that the following teachers and other employees who have satisfactorily completed the period of probation may be confirmed:

<u>S.No.</u>	<u>Name and Designation of the Faculty Member/other employee.</u>	<u>Date of completion of probation period.</u>
1.	Dr.Kapil Kumar Reader-History	13.01.1989(AN)

2. Dr.Kamal Aron Mitra 10.03.1989(AN)
Chenoy, Reader-
Political Science
3. Dr.S.Kannan, 10.03.1989(AN)
Reader-Chemistry
4. Shri Kotaru Ravi 13.4.1989(AN)
Sankar, Academic
Associate in
Management Studies
5. Shri Qaseemuddin 14.4.89(AN)
Haider, Academic
Associate in
Management Studies
6. Shri Kartik Chandra 14.4.89(AN)
Dalai, Academic
Associate in
Education
7. Dr.Shrawan Kumar 28.4.89(AN)
Singh, Reader in
Economics
8. Shri Sardar Singh, 25.11.88(AN)
Assistant Registrar
9. Shri Ravi Mohan, 14.09.1988(AN)
Public Relations
Officer

TO CONSIDER THE CONSTITUTION OF SELECTION
COMMITTEES FOR THE POSTS OF REGIONAL
DIRECTORS/DEPUTY REGISTRARS, ASSISTANT
DIRECTORS/ASSISTANT REGISTRARS ETC.

The constitution of Selection Committees for the posts of Regional Directors/Deputy Registrars and Assistant Directors/Assistant Registrars was considered, and approved as indicated below:

1. Vice-Chancellor Chairman
2. A Pro Vice-Chancellor to be nominated by the Vice-Chancellor
3. Director (RSD) on the Selection Committees for Regional Directors and Assistant Directors (Regional Centres) and Registrar (Admn) for Deputy Registrars/Assistant Registrars
4. Three Experts to be nominated by the Vice-Chancellor of which one shall be from SC/ST.

✓ The Board decided that in future the composition of such Selection Committees should provide for an additional member belonging to SC/ST to be nominated by the Vice-Chancellor, who may or may not be an expert in the field. The Vice-Chancellor informed that he will obtain panels of SC/ST members from the Commissioner of SC/ST for inclusion on Selection Committees. ✓

The Board also suggested that in future for the posts of Asstt. Directors/Asstt. Registrars, the Selection Committee may be chaired by the Vice-Chancellor or his nominee. ✓

5 TO CONSIDER THE PROPOSAL ON THE RETENTION OF SERVICES OF CERTAIN TEACHERS.

The proposal for reemployment of Prof. C.S. Moorthy after his superannuation on 31st May, 1989 was discussed. The Board was of the view that the University should evolve definite criteria for the reemployment of superannuated teachers and other such academic staff. The Board suggested that a detailed policy paper should be prepared and placed before it for further consideration after examining practices followed by other Central Universities, IITS, etc. Pending formulation of the Policy and Procedures for this purpose, the Board authorised the Vice-Chancellor to make such interim arrangements as he considers appropriate for the association of Prof. Moorthy with the programmes of the University. ✓

6 TO CONSIDER AND APPROVE THE APPOINTMENT OF AN OFFICER TO COORDINATE THE FUNCTION OF SALE OF INSTRUCTIONAL MATERIAL.

The Board considered the proposal for creation of a post of Marketing Officer in the pay scale of Rs.3700-5700 together with supporting staff to coordinate the sales of instructional material. The Board suggested that the post of Marketing Officer should be redesignated as Deputy Registrar (Marketing), and that the Unit should form part of the existing Division for distribution of materials. Subject to this, the Board approved the creation of the posts and the qualifications proposed for the post of Deputy Registrar (Marketing).

NO 7 TO CONSIDER ABSORPTION OF EMPLOYEES OF CENTRAL/STATE GOVERNMENTS, CENTRAL/STATE UNIVERSITIES, CENTRAL AUTONOMOUS BODIES IN IGNOU.

The Board approved the proposal for absorption of employees of Central/State Governments, Central/State Universities and Central Autonomous Bodies subject to the following conditions:

- (i) Permanent absorption of personnel in the service of IGNOU should be as per rules prescribed by the Central Govt/UGC; and
- (ii) Each individual case is examined on merit with the interest of the University as the main criteria for arriving at a decision.

NO 8 ✓ TO CONSIDER THE AGE OF RETIREMENT OF NON-TEACHING STAFF AT IGNOU.

The Board considered the matter and decided that the age of superannuation of all employees of the University, other than teachers and other academic staff, shall be 58 years. The Board also decided that appropriate provisions should be made in the Statutes on terms and conditions of service of employees of the University and that this decision should apply to all those employees who join the University after 16.5.89. In respect of Group-D employees, the Board noted that the age of superannuation shall be 60 years as in the Central Government service.

The Board further decided that any doubt or ambiguity arising in the implementation of the decision be referred to the Ministry of Human Resource Development for clarification.

NO 9 TO CONSIDER THE LETTER RECEIVED FROM THE MINISTRY OF HUMAN RESOURCE DEVELOPMENT ON THE STATUTE RELATING TO THE DATE OF SUBMISSION OF THE ANNUAL REPORT.

The Board considered the letter received from the Ministry of Human Resource Development on the date of submission of the Annual Report. The Board noted that Section 28(2) of the IGNOU Act required a date to be prescribed by the Statutes for submission of the Annual Report to the Visitor. In view of this, framing of a Statute specifying a date was unavoidable, and therefore, authorised the Vice-Chancellor to take up the matter with the Govt.

NO 10

TO CONSIDER THE REQUEST FROM DR. ASHA S. KANWAR, READER IN ENGLISH FOR GRANT OF LEAVE FOR PURPOSES OF RESEARCH IN BRITAIN.

The Board was apprised that Dr. Asha S. Kanwar, Reader, was sanctioned whatever leave was due to her, and therefore, this item may be treated as withdrawn.

The Board noted that, in such cases, the purpose of leave was to visit other countries on fellowships offered by foreign agencies, the University should obtain the practice being followed by other Central Universities and examine whether any procedural requirements are required to be completed before permission is granted to such visits.

NO 11

TO CONSIDER THE REQUESTS FOR ASSISTANCE BY THE KOTA OPEN UNIVERSITY AND THE ANDHRA PRADESH OPEN UNIVERSITY.

The Board discussed at length the proposals received from the Andhra Pradesh and Kota Open Universities for financial assistance and decided that:

- ✓ (a) the draft statutes as envisaged in Section 5(2) of the IGNOU Act for providing financial assistance to State Open Universities should be finalised and brought before the Board at its next meeting; and
- (b) the University may send Visiting Committees to the State Open Universities, both to examine ✓ the feasibility of the proposals as also to prioritise the demands in view of the constraints on resources available.

NO 12

TO CONSIDER THE APPEAL FROM THE ASSOCIATION OF COMMONWEALTH UNIVERSITIES TOWARDS THEIR ENDOWMENT FUND.

The Board considered the request made by the Association of Commonwealth Universities for creation of an Endowment Fund and approved payment of 500 Pounds Sterling as IGNOU's contribution.

NO 13

TO CONSIDER THE PROPOSAL FOR GRANT OF TRANSFER T.A TO PRO-VICE-CHANCELLORS ON FIRST APPOINTMENT.

The Board approved the proposal to extend the benefits of transfer T.A on first appointment to the Pro Vice-Chancellors.

14

TO REPORT THE VISIT OF DR. A.W. KHAN, DIRECTOR (COMMUNICATION DIVISION) TO DACCA AT THE INVITATION OF INTERNATIONAL CENTRE FOR DIARRHOEAL DISEASES AND RESEARCH, BANGLADESH.

The Board noted that Dr. A.W. Khan had availed of leave to undertake the U.N. assignment in Bangla Desh. The Board decided that the University should frame detailed rules setting out the conditions on which employees of the University could be given permission to accept such assignments in future, on the lines of similar rules framed by Central Universities, IITS, etc.

15

TO CONSIDER THE REQUEST MADE BY SOME SC/ST STUDENTS FOR FEE EXEMPTION.

The question of exempting SC/ST students from payment of fees was discussed. It was noted that unlike in the conventional system, the fees levied by the University included a part of the cost of materials supplied to the students also. It was therefore decided that the matter should first be discussed with the Govt. and the Commissioner, SC/ST before a decision is taken.

16

TO CONSIDER AND APPROVE THE AMENDMENT TO THE STATUTE 23 OF C.P.F-CUM-GRATUITY SCHEME.

Deferred.

17

REPORTING ITEMS

17(1) TO CONSIDER FOR INFORMATION THE AGREEMENT SIGNED BETWEEN THE IGNOU AND THE ASSOCIATION OF AUDIO-VISUAL CONSULTANT CENTRE, JAPAN FOR CONSULTING SERVICES FOR EDUCATIONAL TECHNOLOGY EQUIPMENT OF THE IGNOU.

.1

The Board, noted that the University had signed an agreement with the Association of Audio Visual Consultant Centre, Japan, for certain services in connection with the pre-procurement formalities for the supply of Japanese equipment.

.2

The Education Secretary apprised the Board of the discussions that he had with the Ministry of Finance, Dept. of Economic Affairs to exempt the University from the requirement of reimbursing the rupee equivalent (Rs.7.5 crores) of the Japanese assistance. He was hopeful that the Govt. would agree to the direct flow of assistance to the University in this case, and advised the University that the matter should be pursued

vigorously with the concerned officers in the Departments of Education and Economic Affairs. ✓

17(2) TO REPORT FOR INFORMATION THE APPOINTMENT MADE TO THE POSTS OF DIRECTOR (TEACHERS AFFAIRS) AND DIRECTOR (EVALUATION) AND APPROVE THE PAY FIXATION IN RESPECT OF DIRECTOR (TEACHERS AFFAIRS).

17(2).1 ✓ The Board noted that Shri C.R.Pillai had joined as Director (Teachers Affairs) on 3.1.1989 and Mr D.C. Pant as Director (Evaluation) on 1.3.89 on deputation from NEHU.

17(2).2 ✓ The Board approved the fixation of pay of Shri C.R. Pillai at Rs.5700/- in the pay scale of Rs.4500-7300.

17(3) TO REPORT FOR INFORMATION THE ASSIGNMENT OF DISCIPLINES TO THE SCHOOLS OF STUDIES.

17(3).1 The Board noted the assignment of disciplines to various schools and suggested that the School of Health Sciences should be added to the list.

17(3).2 ✓ The following suggestions regarding the assignment of disciplines were made:-

- a) The subject 'Food and Nutrition' may be temporarily assigned to the School of Continuing Education, to be transferred to the School of Health Sciences when it becomes operational.
- b) As the School of Humanities has largely languages assigned to it, it may be more appropriate to redesignate it as the School of Languages.
- c) The Schools of Social Sciences and Humanities may be combined into a single School.

17(3).3 The Chairman informed the Board that these views will be placed before the Academic Council for consideration.

17(4) TO REPORT FOR INFORMATION THE STUDY TOUR REPORT OF DR. SHAKTI R. AHMED.

17(4).1 The Board received the report of Prof. Shakti R. Ahmed on her visit to Colombo, Sri Lanka, in September, 1988.

TO CONSIDER THE MODIFIED FINANCIAL ESTIMATES FOR THE YEAR 1989-90 AND THE REVISED ESTIMATES FOR 1988-89.

The Board considered the Revised Estimates for 1988-89 and the budget estimates for 1989-90, as recommended by the Finance Committee and approved them with the following modifications:

(a) The allocation of Rs.25 lakhs for the State Open Universities should be raised to Rs.50 lakhs by internal adjustment.

(b) In making this adjustment, it should be ensured that the provision made for the academic programmes approved by the Board at its 15th meeting is not reduced.

✓The Board suggested that the Vice-Chancellor may take up with the UGC the question of release of the balance grants committed by it to the A.P. Open University in the Seventh Plan.✓

TO CONSIDER A NOTE ON THE CONSULTANTS IN THE UNIVERSITY.

Deferred.

TO CONSIDER THE PROPOSAL ON ESTABLISHMENT OF SPONSORED STUDY CENTRES.

Deferred.

TO CONSIDER AND APPROVE THE QUALIFICATIONS PRESCRIBED FOR THE POSTS OF DIRECTOR (STUDENT SERVICES), DIRECTOR (TRAINING AND MANPOWER DEVELOPMENT), AND DIRECTOR (RECOGNITION AND COORDINATION).

Deferred.

TO CONSIDER AND DECIDE THE REVISION OF PAY SCALES OF GROUP 'A' OFFICERS OTHER THAN REGISTRAR, CONTROLLER OF EXAMINATION AND FINANCE OFFICER, ETC.

The Board noted the decision taken by the UGC and communicated to all Central Universities regarding the revision of scales of pay of other group 'A' officers and decided that the same be given effect to in the case of officers of the IGNOU as indicated below:

<u>Existing pay scale</u>	<u>Revised pay scale</u>
Rs.700-1600	Rs.2200-75-2800-100-4000

Rs.1200-1900 Rs.3700-125-4950-150-5700

Rs.1500-2500 Rs.4500-150-5700-200-7300

The Board also decided that with the above revision:

- i) the pay scales of group 'A' Officers listed in Appendix-II should be revised as shown against them;
- ii) a separate proposal for the revision of the pay scale of officers whose prerevised pay scale is Rs.1500-2000 should be brought up before the Board; and
- iii) the revised pay scale of Rs.2200-4000 be given to officers whose prerevised pay scale is Rs.700-1300.

The Board also noted that the career advancement scheme in respect of these officers will be framed by the UGC separately and that in respect of all other matters the implementation of the above revised pay scales will be subject to the acceptance of the conditions attached to the revision of scales of pay of Registrars etc. as notified by the Government of India vide its letter No.F.10-52/87-Desk(U) dated 2.11.1988.

TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN EXTENDING THE TERM OF OFFICE OF THE FIRST REGISTRAR (ADMINISTRATION).

The Board approved the action taken by the Vice-Chancellor in extending the term of office of the first Registrar (Admn), Shri K. Narayanan, from 24.4.1989 until further orders.

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE SELECTION COMMITTEES IN RESPECT OF THE POSTS OF REGISTRARS/DIRECTORS ETC.

The Board approved the recommendations of the following Selection Committees:

- (1) Selection Committee recommendations for the post of Registrars. (Appendix III)
- (2) Selection Committee recommendations for the post of Regional Directors. (Appendix IV)

- (3) Selection Committee recommendations for the post of Sr. Software Engineers. (Appendix V)
- (4) Selection Committee recommendations for the post of Software Engineers. (Appendix VI)

25 TO APPROVE OF THE CONSTITUTION OF SELECTION COMMITTEE FOR SELECTION TO THE POST OF LIBRARIAN.

The Board approved the composition of the Selection Committee for the post of Librarian as given below:

1. The Vice-Chancellor - Chairman.
2. A Pro Vice-Chancellor to be nominated by the Vice-Chancellor.
3. The nominee of the Visitor for the School of Social Sciences.
4. Three experts not connected with the University to be nominated by the Vice-Chancellor.

26 TO CONSIDER THE APPOINTMENT OF DEPUTY REGISTRARS ON DEPUTATION BASIS.

The Board approved the proposal to secure the services of suitable personnel on deputation basis from Central/State Governments, Universities and Research Organisations for appointment to the positions of Deputy Registrars.

27 TO CONSIDER THE PROPOSAL ON SUPPLY OF PRINT MATERIAL TO OPEN UNIVERSITIES.

The Board approved the proposal as per the terms and conditions specified in Appendix VII.

During the course of the deliberations on various items, on suggestions of members, the following decisions were taken:

- 28 The Chairman may examine the feasibility of appointing a number of Standing Committees of the Board with provision for delegation of powers to take decisions on specified matters. These Committees could consist of internal and external members, and their decisions could be reported to the Board from time to time.

- (2) The items of the Agenda for meetings in future should be classified under appropriate groups so that it would be possible to separate the more important items of policy, programmes, etc. from the routine items on reporting, etc.
- (3) The Vice-Chancellor informed the Board that a decision was taken earlier that for the recruitment of lecturers in certain subjects like Engineering, Technology, Management, Computer Science etc. in which the number of applicants was small, a written test in the area of specialisation of each candidate may be held at the time of interview. However, since the number of specialisations involved was very large, the design and administration of such tests involved several practical difficulties. Further, the UGC and the All India Council for Technical Education (AICTE) were yet to develop their guidelines for similar tests. In view of this, the Board agreed with the suggestion that in such cases the requirement of written test may be dispensed with for the present.
- (4) The Vice-Chancellor apprised the Board of the progress made in the construction of the semi-permanent structures on the campus and expressed the hope that most of the Divisions of the University could move to the Campus by August, 1989. The Board expressed its satisfaction about the progress of the work.

THE NEXT MEETING

It was decided to hold the next meeting of the Board either on 27th or 28th of June, 1989.

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

Prof. G. Ram Reddy
Chairman