

MINUTES OF THE THIRTY EIGHTH MEETING OF THE BOARD OF MANAGEMENT OF THE INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD AT THE INDIA INTERNATIONAL CENTRE, NEW DELHI ON TUESDAY, JULY 12, 1994, AT 1100 HOURS.

The following were present:

1. Prof. V.C. Kulandai Swamy, Vice-Chancellor, Chairman
2. Shri S.V. Giri
3. Prof. Mihir Bhattacharya
4. Ms. Nirmala Deshpande
5. Prof. Prabhat Patnaik
6. Dr S.K. Gandhe
7. Prof. V.V. Mandke
8. Prof. S.K. Singh
9. Prof. S.K. Verma

Dr K. Anjanappa, Registrar - Secretary

Shri Bhaskar Ghose, Shri Kapil Sibal, Shri C.K. Birla, Shri N.V.K. Murthy and Shri P. Satyanarayana could not attend the meeting.

Prof. C.L. Anand, Pro-Vice-Chancellor, Shri C.R. Pillai, Director (Planning & Teachers Affairs) and Shri S.C. Johorey, Finance Officer, attended the meeting as special invitees.

Shri K.J.S. Prasada Rao, Dy. Registrar (Governance), was present to assist the Secretary of the Board.

Before the items of the agenda were considered, the Chairman informed the Board that Prof. H.P. Dikshit, Pro-Vice-Chancellor and member of the Board of Management retired from the membership of the Board consequent to his demitting office of Pro-Vice-Chancellor. The Board placed on record its deep appreciation of the valuable contributions made by him to the deliberations of the Board of Management. The Chairman also informed the Board that Shri K. Narayanan, Registrar, who had been the Secretary of the Board, had also demitted office on completion of his term. The Board placed on record its deep appreciation of the services rendered by Shri K. Narayanan in the conduct of the meetings of the Board of Management.

The following items were considered:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 37TH MEETING OF THE BOARD OF MANAGEMENT HELD ON MAY 30, 1994 AND TO NOTE THE ACTION TAKEN THEREON.

BM 38.1.1 The Secretary informed the Board that one member

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had sent his comments relating to the recording of the minutes under item No.8, 24 and 25. The Vice-Chancellor read out the contents of the letter and clarified them as below:

Item No.8: The member pointed out that the statement of the Chairman that he would not hold the interview for the post of Registrar but would leave it to his successor did not find place in the minutes. The Vice-Chancellor clarified that the statement was the expression of a personal view and that it was not intended to be recorded in the minutes as a decision.

Item No.24: The member pointed out that during the discussion on the item it was stated that expenses on the AAOU Conference would be met from the Registration fees received for the conference and that this statement did not find a place in the minutes. It was clarified that while most of the expenditure involved in holding the conference would be met from registration fee and contributions that may be received from other agencies, some expenditure will devolve on the University as a host institution especially in such matters as pre-conference preparation, publicity materials, etc and that the sanction of Rs.4.75 lakhs was sought for this purpose. In view of this, the recording of the minutes did not require any change.

Item No.25: The recording of the minutes stating that the consideration of the item was deferred as requested by one of the members was correct and therefore no change was needed.

BM 38.1.2 The Board accepted the above clarifications and confirmed the minutes of the 37th meeting of the Board of Management held on May 30, 1994.

BM 38.1.3 The Board also noted the action taken on the minutes.

ITEM NO. 2 VICE-CHANCELLOR'S REPORT ON PLANNING AND DEVELOPMENT: STAFF TRAINING AND RESEARCH INSTITUTE OF DISTANCE EDUCATION (STRIDE).

BM 38.2.1 The Vice-Chancellor explained that the report on the STRIDE also contained certain proposals for consideration and approval by the Board. He briefly explained the salient features presented in the note on the STRIDE, namely:

- i) Granting sufficient autonomy to STRIDE in financial management.

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- ii) There is need to augment the staff strength in order to effectively manage the affairs of STRIDE and to administer the foreign students (Rajiv Gandhi Fellowships). One post of Professor in the STRIDE is vacant. It has been readvertised. There are also other vacant positions but the selection will take some time. Prof. S.P. Mullick who is due to retire in October 1994 may be reemployed for a period of one year.
 - iii) The STRIDE had recently conducted two tracer studies; one on the utility of the IGNOU's MBA programme for career advancement, development of professional competences, knowledge enrichment, etc and another to understand the views of the participants in the BLIS programme in respect of course content, continuous evaluation and term-end examination. The suggestions and responses received from the participants have been extremely useful for improving the quality of the programmes, especially the delivery of various services.
 - iv) The Asian Regional Workshop, co-hosted by COL, Canada and IGNOU is scheduled to be held in July, 1994 with the objective of developing an Asian Region Human Resource Training Plan for the period 1994-97. The workshop is expected to prepare a perspective plan for training in Distance Education for the next four years in the region comprising India and the neighbouring countries.

BM 38.2.2 The Board of Management considered the proposals outlined above and decided as follows:

- i) The proposal for functional freedom to operate the funds required by the STRIDE for its activities is approved in principle. However, this operational freedom may have to be broadly within the overall discipline of the Financial Code of the IGNOU. The details of powers that need to be delegated, may be worked out and placed before the Advisory Committee of the STRIDE in the first instance and brought before the Board of Management with its recommendations for further consideration.
- ii) The proposal for reemployment of Prof. S.P. Mullick for a period of one year after his retirement in October, 1994 is approved.

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iii) In the light of the experience gained from the two studies, the STRIDE should undertake further in-depth studies to evaluate the utility and impact of its programmes and to develop methods for improvement in the system.

iv) The Board noted that the Asian Regional Workshop, hosted by COL and IGNOU will be held in New Delhi during July 25-28, 1994.

ITEM NO.3

TO CONSIDER AND APPROVE THE MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON 24TH JUNE, 1994 AND APPROVAL ON SPECIFIC ITEMS.

BM 38.3.1 The minutes of the 23rd meeting of the Finance Committee held on June 24, 1994 were considered and approved by the Board (Appendix-1). The Board in particular approved the specific recommendations made by the Finance Committee in respect of the following items:

- i) Establishment of the IGNOU Employees Welfare Fund.
- ii) Upgradation of the post of Senior Attendant and Cyclostyling Operator to Photo-copying Operator.
- iii) The proposal on terminal benefits to the Registrars.
- iv) The proposal on terminal benefits to the Pro-Vice-Chancellors.
- v) The revision of pay scale of laboratory attendants.
- vi) Promotional scheme for staff car drivers.
- vii) The proposal on counting of military service rendered before joining IGNOU.
- viii) Annual Accounts of the University for the financial year 1993-94.
- ix) Variations in the expenditure over the final grants during the financial year 1993-94.

ITEM NO.4

TO CONSIDER THE MINUTES OF THE PLANNING BOARD MEETING HELD ON 29.6.1994.

BM 38.4.1

The Board of Management noted the minutes of the 16th meeting of the Planning Board held on June 29, 1994. The Vice-Chancellor briefly explained

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the salient points arising out of the minutes of the Planning Board and stated that the Planning Board, after due consideration of various proposals placed before it, approved some of the programmes and sought more details on some others. In response to an observation that the Planning Board should have accepted in principle the proposals prepared by the Schools and referred them to the Academic Council for its consideration, the Vice-Chancellor clarified that the Planning Board is an authority in its own right and was vested with powers on matters relating to planning and examination of new academic programmes. The proceedings of the Planning Board are placed before the Board of Management for its information so that the Board is aware of the decisions of the Planning Board. It was suggested that comments, if any, on the minutes of the Planning Board might be sent by the members so that Planning Board could consider them at its next meeting.

ITEM NO.5 TO CONSIDER THE MINUTES OF THE PURCHASE COMMITTEE MEETING HELD ON 14.6.94.

BM 38.5.1 The Board of Management considered and approved the minutes of the fifth meeting of the Purchase Committee held on June 14, 1994 (Appendix-2). One of the members stated that he attended the meeting of the Purchase Committee as its member but his name did not figure among the members present. The Vice-Chancellor regretted this omission and stated that necessary corrections would be effected.

ITEM NO.6 TO CONSIDER AND APPROVE AMENDMENTS TO THE HOUSE ALLOTMENT RULES OF THE UNIVERSITY FOR ALLOTMENT OF UNIVERSITY HOUSES IN THE ASIAN GAMES VILLAGE COMPLEX.

BM 38.6.1 The Board considered in some detail the proposed amendments to the House Allotment Rules. The amended clauses as approved by the Board are given in Appendix-3.

ITEM NO.7 TO CONSIDER INITIATION OF DEPARTMENTAL PROCEEDINGS AGAINST SHRI ARJUN CHAWLA, EXECUTIVE ENGINEER AND APPROVAL FOR ISSUE OF REVISED CHARGE SHEET.

BM 38.7.1 The Vice-Chancellor briefly explained the reasons for issuance of a revised charge-sheet to Shri Arjun Chawla. He stated that the Inquiry Officer raised a doubt concerning the legal validity of the earlier charge sheet issued to him by the Registrar since disciplinary action could be

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initiated only by the appointing authority. In the instant case, the appointing authority being the Vice-Chancellor with the prior approval of the Board of Management, the matter was brought before the Board to seek its approval for initiating the departmental proceedings and for issuing a revised charge sheet over the signature of the Vice-Chancellor. While on the subject, one member expressed a view that since Shri Arjun Chawla's absorption in the service of the University had been considered by the Establishment Committee and approved by the Board of Management in 1992, he should first be absorbed and then charge-sheeted. The Vice-Chancellor, informed the Board that consequent on the developments involving the investigation in the lapses in the work in the quarters and the recommendation for action against the JE, AE and EE by the Chief Technical Examiner of the Central Vigilance Commission, Shri Arjun Chawla was not absorbed. The Board also noted that Shri Arjun Chawla has gone to the court on the question of his absorption and that the matter is sub-judice.

BM 38.7.2

The Board after due consideration, authorised the Vice-Chancellor to initiate departmental proceedings against Shri Arjun Chawla by issuing a revised charge sheet under the signature of the Vice-Chancellor.

ITEM NO.8

TO CONSIDER A PROPOSAL FOR EXTENSION OF LIEN OF PROF. V.R. JAGANNATHAN AS VISITING PROFESSOR IN THE UNIVERSITY OF WEST INDIES.

BM 38.8.1 The Board considered the proposal in some detail. After considering various aspects of the matter, the Board decided that proposals which involve extension of period of lien beyond **two years in the case of assignments outside the University** should be considered on the basis of **the following guidelines:**

- i) In the case of important assignments like those of Vice-Chancellors, Pro-Vice-Chancellors, Heads of National Institutes, assignments in United Nations and similar International Organizations and Government of India assignments abroad in Embassies etc at senior level, a distinction should be made between assignments which serve public interest and those secured on the private initiative of the person concerned,
- (ii) Applications, if any, should have been routed

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through the University and the selection or offer of appointment should have been made with the concurrence of the University.

(iii) There is a reasonable ground to believe that the person concerned shall, on completion of his assignment, return to the University.

(iv) The total period in such cases shall be determined on the basis of the nature and duration of the assignment and shall not, ordinarily exceed 2 years, or at the most three years in one spell and shall not in any case exceed 5 years in the total service of any person in the University.

(v) In all cases where the assignment involves extension of lien beyond two years, proposals should be placed before the Board for consideration.

BM 38.8.2 The Board approved the extension of the period of lien in respect of Prof. V.R. Jagannathan for one more year from 10.9.1994.

ITEM NO.9 TO CONSIDER A PROPOSAL ON THE FIXATION OF PAY OF A LECTURER IN THE SCHOOL OF HEALTH SCIENCES.

BM 38.9.1 The Board considered the proposal on the fixation of pay of Dr (Mrs) Ruchika Kuba, Lecturer, School of Health Sciences. After taking the relevant factors into account the Board approved fixation of pay of Dr (Mrs) Ruchika Kuba at Rs.2650/- in the scale of pay of Rs.2200-4000 and payment of non-practising allowance.

ITEM NO.10 TO CONSIDER THE PROPOSAL REGARDING PROMOTION OF THE PRODUCERS IN THE COMMUNICATION DIVISION TO THE POST OF SENIOR PRODUCERS.

BM 38.10.1 The Vice-Chancellor briefly explained the salient features outlined in the agenda note. Taking all the relevant factors into consideration, the Board accepted the proposal made in the agenda. The Board noted that there are three positions available for promotion of which one is in the reserved category and two are available in the general category. There are now **five producers** who are qualified to be promoted **as senior producers** and in whose case the **seniority is in dispute**. Of them Ms Zeba Khan is abroad.

BM 38.10.2 The Board resolved that the four **producers who are now on duty** be promoted on an **ad hoc basis as Senior Producers** pending final **decision on**

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seniority. The case of Ms Zeba Khan will be considered after she returns and joins duty. After the issue of seniority is finalised the promotion of the first two in seniority will be regularised and the other three will be treated as Senior Producers in supernumerary posts personal to them.

ITEM NO.11

TO CONSIDER THE CONFIRMATION OF TEACHERS.

BM 38.11.1

The Board was informed that in addition to the five names listed in the agenda note, one more teacher, Dr S.V.S. Chaudhary, whose performance appraisal was received just before the meeting be considered for confirmation. The Board after considering the performance appraisals, confirmed the following teachers who have completed their respective periods of probation as detailed below:

Sl. No.	Name	Date of Joining	Date of Confirmation
1.	Prof. B.S. Saraswat Professor of Chemistry	22.6.93	22.6.94
2.	Prof. S.C. Garg Professor of Physics	22.6.93	22.6.94
3.	Prof. Prabha Chawla Professor of Women's Education	22.6.93	22.6.94
4.	Mrs Bano Saidullah Lecturer in Life Sciences	9.2.93	9.2.94
5.	Mrs Pity Koul Lecturer in Nursing	22.6.93	22.6.94
6.	Dr S.V.S. Chaudhary Reader in Education	22.6.93	22.6.94

ITEM NO.12

TO CONSIDER THE PROCEEDINGS OF THE DEPARTMENTAL PROMOTION COMMITTEE FOR GROUP A OFFICERS HELD ON JUNE 14, 1994.

BM 38.12.1

The Board considered the proceedings of the Departmental Promotion Committee for Group A officers held on June 14, 1994 and approved them as detailed below:

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Promotion to the post of Assistant Registrar

1. Shri Arun Kumar
2. Shri G. Vijaya Raju
3. Shri K.S. Maurya

Placement of Asst. Registrar in the senior scale of Rs.3000-5000

Shri D.K. Tetri

ITEM NO.13 TO CONSIDER THE MINUTES OF THE WORKS COMMITTEE MEETING HELD ON 6.7.1994.

BM 38.13.1 The Board of Management considered the minutes of the Works Committee meeting held on 6.7.94. The minutes of the earlier meeting of the Works Committee held on 11.4.94 were also tabled.

BM 38.13.2 The Board approved the minutes of the Works Committee meetings held on 11.4.94 and 6.7.94 (Appendix-4 and 5).

BM 38.13.3 The Board also noted that a Sub-committee of the Works Committee has been appointed by the Vice-Chancellor to examine the issue of external finish for the staff-quarters. It was decided by the Board that the recommendations of the Sub-committee be placed before the Works Committee, and if the latter approves the recommendations, the CPWD may be advised to implement the same. The matter may be reported to the Board in due course of time.

ITEM NO.14 TO RECEIVE A REPORT ON A WORLD BANK SPONSORED STUDY ON "ACCOMMODATING THE SOCIAL DEMAND FOR HIGHER EDUCATION: HOW COST EFFECTIVE ARE OPEN UNIVERSITIES IN ASIAN COUNTRIES".

BM 38.14.1 The Vice-Chancellor explained that he was asked by the World Bank to serve as a consultant for preparing a report on "Accommodating the social demand for higher education: How cost effective are open Universities in Asian Countries". He also stated that the Board, at its meeting held on July 19, 1991 had permitted him to accept the above assignment. The Vice-Chancellor stated that he had finalised the report and submitted it to the World Bank. The Board noted this.

ITEM NO.15

TO CONSIDER FIXING THE TERM OF OFFICE FOR THE MEMBERS OF THE STANDING COMMITTEES OF THE BOARD OF MANAGEMENT AND REQUIREMENT OF QUORUM FOR THE MEETINGS OF THESE COMMITTEES.

BM 38.15.1 The Board considered and approved the following proposals made in the agenda note:

1. Term of office of members of the following Standing Committees:

1. Establishment Committee
2. Purchase Committee
3. Student Support Services Committee
4. Works Committee

Member

Term of Office

- | | |
|------------------------|--|
| (1) Ex-officio members | Term need not be specified |
| (2) Board members | Membership to be co-terminus with the membership of the Board. |
| (3) Other members | Two years from the date of nomination by the Board or the Vice-Chancellor, as the case may be. |

2. Composition of the Works Committee

- (1) Vice-Chancellor or a member of the Board of Management present at the meeting. Chairman
- (2) Two members of the Board of Management nominated by it
- (3) Four members, not in the service of the University, for their expertise in the areas connected with Architecture, Engineering, Construction etc., nominated by the Board.
- (4) The Pro-Vice-Chancellor, In-charge of the Campus Construction programme - Ex-officio
- (5) Registrar (Admn) - Ex-officio
- (6) Finance Officer - Ex-officio

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(7) Chief Project Officer - Ex-officio

(8) Chief Engineer, IGNOU - Member Secretary
Ex-officio

3. Quorum for the meetings of the Standing Committees

The quorum for the meetings of the Standing Committees shall be as indicated below:

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|-----|----------------------------|---------------|
| (1) | Establishment Committee - | 4 members |
| (2) | Purchase Committee - | 4 members |
| (3) | Student Support Services - | 4 members |
| | Committee | |
| (4) | Works Committee - | (*) 6 members |

(*) provided that, of the 6 members, at least one member of the Board of Management and one outside expert shall be present.

ITEM NO.16

TO CONSIDER AND APPROVE A PROPOSAL TO PAY ARREARS OF PAY AND ALLOWANCES CONSEQUENT ON THE REVISION OF PAY SCALE OF SENIOR ASSISTANTS AND PERSONAL ASSISTANTS GRADE-II FROM RS.1400-2600 TO RS.1640-2900.

BM 38.16.1 On a request from the Vice-Chancellor Dr S.K. Gandhe briefly explained the proposal. The Education Secretary stated that the matter requires examination before it could be considered by the Board and suggested that its consideration be deferred. The item was, therefore, deferred.

ITEM NO.17

TO CONSIDER THE PROPOSAL FOR EXTENSION OF THE VALIDITY OF THE SELECT PANEL FOR THE POST OF ASSISTANT REGISTRAR.

ITEM NO.18

TO CONSIDER EXTENSION OF THE PERIOD OF VALIDITY OF THE PANEL RECOMMENDED BY THE SELECTION COMMITTEE FOR THE POST OF READER IN HISTORY.

BM 38.17/18.1 The proposals made under item No.17 and 18 were considered together. The Vice-Chancellor explained that the proposals envisaged extension of the period of validity of the panels recommended by the Selection Committees for the posts of Reader in History and Assistant Registrars so that any vacancy that may arise in the near future could be filled up by drawing upon these panels. A view was expressed whether, since no vacancies exist now, it would be legally permissible to extend the period of validity of the panel or selection list to fill up future vacancies from the panel or the selection list or the waiting list prepared for

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filling up specific vacancies which existed at any given time and which were filled up. It was felt that the correct procedure would be to advertise the posts and fill them on the recommendations of Selection Committees constituted for the purpose.

BM 38.17/18.2 The Board after some discussion decided that legal opinion may be obtained about the advisability of extending the period of validity of the selection panels for appointment against future vacancies and that the matter may be placed before the Board for further consideration.

After all the items included in the agenda were discussed, the Vice-Chancellor informed the Board that as per the IGNOU Act 1985 and the Statutes made thereunder the senior-most Pro-Vice-Chancellor will perform the functions and duties of the Vice-Chancellor whenever the office of the Vice-Chancellor falls vacant. Accordingly, Dr S.K. Gandhe, the senior-most Pro-Vice-Chancellor, will perform the functions and duties of Vice-Chancellor after he (Prof. Kulandai Swamy) demits his office on completion of his term. The Board noted that except for this specific provision, the other Pro-Vice-Chancellors appointed under provisions of Statute 3 of the Statutes of the University given in the second schedule of the Act will also demit their office along with the Vice-Chancellor, their office having been made co-terminus with the term of office of the Vice-Chancellor. Accordingly, Prof. C.L. Anand will demit his office as Pro-Vice-Chancellor along with Prof. V.C. Kulandai Swamy, on 13th July 1994 (AN).

After completing consideration of the agenda items, the Chairman and Vice-Chancellor, Prof. V.C. Kulandai Swamy informed the Board that he will be demitting office of the Vice-Chancellor on 13.7.94. He expressed his deep gratitude and thankfulness to all the members of the Board of Management for their support and co-operation through out his tenure as Vice-Chancellor.

On behalf of the members of the Board of Management, Prof. S.K. Verma paid tributes to Prof. Kulandai Swamy in the following words which was unanimously endorsed by the Board of Management:

"This meeting of the Board of Management of Indira Gandhi National Open University places on record its deep appreciation of the splendid services rendered by Professor Kulandai Swamy as the Vice-Chancellor of this University for over four years. During his distinguished tenure as its Vice-Chancellor, Professor Kulandai Swamy slowly and carefully groomed IGNOU to be the largest Open University in the Commonwealth and to play the role of an academic leader and function as an apex body in the field of Open Learning. It is in recognition of these roles and functions that IGNOU has been recognised as a Centre of Excellence in Distance

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Education by the Commonwealth of Learning. Professor Kulandai Swamy's inspiring leadership and front-mirror vision of the shape of things to come have motivated the University to set up Distance Education Council, Staff Training and Research Institute in Distance Education, Commonwealth Education Media Centre of Asia, Audio-teleconferencing facility connecting all the Regional Centres and three State Open Universities with IGNOU headquarters, a massive project for the improvement of Educational Media Production and a new campus construction project costing more than Rs.60 crores.

"Professor Kulandai Swamy's identification with the University including his involvement in the process of its multi-dimensional development and growth has been total. He has served the University with unswerving commitment and great dynamism. A team leader with a laser-like intensity, an eminent scientist, and an outstanding creative writer, he has succeeded in welding the different units of the University into one functional whole.

"Like Wordsworth's skylark he soars but never roams, for he has always believed in being true to the kindred points of heaven and home (that is, IGNOU). On the top of all these qualities, he has attached a lot of importance to interpersonal relationships and has thereby endeared himself to everyone who has come into active contact with him irrespective of caste, sex and region.

"Sir, we will all miss you very much but we assure you that with your good wishes and blessings we will try our best to implement your ideas and give a shape to your vision.

"On behalf of all the members of the Board of Management and on my own behalf I wish you Sir, a long, healthy, active, creative, and productive life."

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

(V.C. KULANDAI SWAMY)
Chairman

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