


IGNOU

SEVENTH MEETING OF THE BOARD OF MANAGEMENT

HELD ON MARCH 7, 1988.

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## IGNOU

MINUTES OF THE SEVENTH MEETING OF THE BOARD OF MANAGEMENT OF THE INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD IN THE UNIVERSITY OFFICE AT YMCA CULTURAL CENTRE, 1 JAI SINGH ROAD, NEW DELHI-110001 ON MONDAY, MARCH 7, 1988 AT 1030 HOURS

The following were present:-

Prof. G. Ram Reddy - Chairman

Shri Anil Bordia

Prof. C. Narayana Reddy

Dr. (Miss) Armaity S. Desai

Prof. Mrinal Miri

Dr. J.S. Bajaj

Prof. Ranjit Gupta

Shri K. Narayanan, Secretary

Shri Gopi K. Arora, Prof. R.P. Bambah and Shri Gurpreet Singh could not attend the meeting.

Prof. B.S. Sharma and Shri S.C. Vajpeyee, Pro-Vice-Chancellors and Shri S.N. Sharma, Finance Officer were present by special invitation.

The following matters were considered:-

ITEM NO 1 TO CONFIRM THE MINUTES OF THE SIXTH MEETING OF THE BOARD OF MANAGEMENT HELD ON DECEMBER 31, 1987

7.1.1. The minutes of the meeting of the Board of Management held on December 31, 1987 were confirmed.

ITEM NO 2 TO NOTE THE ACTION TAKEN ON THE DECISIONS OF THE BOARD AT PREVIOUS MEETINGS

7.2.1. Noted.

✓ITEM NO 3 TO CONSIDER AND APPROVE OF THE CONSTRUCTION OF TEMPORARY STRUCTURES OF THE UNIVERSITY AT MAIDAN GARHI BY HINDUSTAN PREFAB LTD., A PUBLIC SECTOR COMPANY

7.3.1. The Board considered the proposal regarding construction of semi-permanent (temporary) structures by M/s Hindustan Prefab Ltd., a Public Sector Company instead of by the Public Works Department of the Delhi

Administration and agreed to entrust the work to them. It was noted that the Government of India had agreed to entrusting this work to M/s Hindustan Prefab Ltd.

ITEM NO 4 TO CONSIDER (A) THE RECOMMENDATIONS MADE BY THE COORDINATING COUNCIL OF OPEN UNIVERSITIES IN ITS MEETING HELD ON JANUARY 28, 1988 AND (B) THE TYPES OF ASSISTANCE TO BE PROVIDED TO THE STATE OPEN UNIVERSITIES

7.4.1. The Board of Management approved of the following recommendations made by the Co-ordinating Council of the Open Universities at its meeting held on 28th January, 1988:-

*consultation should be a pre-requisite condition.*

*See revision  
approved  
at the 8th  
Meeting 12/5/88*

1. IGNOU should insist that the State Governments consult right from the planning stage for establishment of Open Universities. — If necessary, this could be made as one of the conditions of the grants to be paid to the Open Universities.

2. IGNOU should develop a mechanism through which all the courses developed by the Open Universities whether run with the support of IGNOU or otherwise are given accreditation as part of co-ordination and maintenance of standards.

3. Only courses which have been accredited by the University be included in the net-work of the courses at National level.

7.4.2. In regard to recommendaion regarding assistance to Open Universities from their inception itself and requesting the Board to review its earlier decision to provide assistance only to those Universities which have been declared fit under Section 12(B) of the UGC Act, the Board reiterated its earlier decision that Universities which have been declared fit under Section 12(B) of the UGC Act be eligible for assistance from Indira Gandhi National Open University.

7.4.3. The Board of Management reiterated its earlier decision that it is absolutely essential to ensure high quality of education under the Open University system. The Board requested the Vice-Chancellor to prepare a Policy Paper on the above aspect for being placed before the Central Advisory Board on Education at its next meeting, so that the State Governments are committed to the maintenance of standards. However, the Chairman brought to the notice of the Board that this has been done vide D.O. No. F.5-59/87-U.(Desk) dated 9th December, 1987 from the Minister, Human Resource Development to all the Chief Ministers/Administrators of State Governments/Union Territories.



7.4.4. The Board also decided that pending formulation of statutes, the payment of grants to the A.P. Open University which has been declared fit under Section 12(B) of UGC Act will be made by the UGC for the current year.

7.4.5. The suggestion by Prof. C. Narayana Reddy, Vice-Chancellor, A.P. Open University that the question of equivalence of the degrees of the A.P. Open University by other universities may be taken up was considered. The Chairman explained that a Committee had been set-up in the Association of Indian Universities and the matter may be referred to it for necessary action.

ITEM NO 5 TO CONSIDER THE PROPOSAL FOR PROVIDING FACILITIES IN HIGHER EDUCATION BY IGNOU IN DUBAI

7.5.1. The proposal was considered and it was agreed to defer the opening of Centres abroad till such time the University is able to consolidate and strengthen its activities within the country.

ITEM NO 6 TO CONSIDER STATUTES TO PROVIDE FOR THE COMPOSITION OF BOARD OF MANAGEMENT, ACADEMIC COUNCIL, PLANNING BOARD AND SCHOOLS OF STUDIES

7.6.1. Deferred.

ITEM NO 7 TO CONSIDER THE RECOMMENDATIONS OF THE SELECTION COMMITTEES

7.7.1. The recommendations of the meetings of the Selection Committees as per details given below placed on the table at the meeting were approved by the Board of Management as given in Annexure I.

<u>Position</u>	<u>Subject</u>	<u>Date</u>
Professor	Sociology	28.1.88
Reader	Political Science	29.1.88
Reader	Physics	1.2.88
Professor	Mathematics	2.2.88
Academic Associate	Physics	22.2.88
Academic Associate	Chemistry	23.2.88
Academic Associate	Botany	24.2.88
Academic Associate	Commerce	25.2.88

7.7.2.

Correction  
as proposed  
at 8.1.88

ITEM NO

7.8.1.

Correction  
as proposed  
at 8.1.88

Academic Associate	Education	26.2.88
Academic Associate	History	27.2.88
Academic Associate	Communication	27.2.88
Academic Associate	Political Science	29.2.88
Professor	Political Science	1.3.88
Academic Associate	Management Studies	2.3.88
Joint Director	Radio, Video & T.V.	2.3.88
Joint Director	Research & Development	2.3.88
Deputy Director/Reader	Graphics	3.3.88
Deputy Registrars		5.3.88

7.7.2. Where suitable candidates were not available and the Selection Committee had suggested re-advertisement of the posts, the Board <sup>desired</sup> (noted) that in addition to fresh advertisement, the Talent Search Committee should also be activated simultaneously.

ITEM NO 8 TO NOTE THE ACTION TAKEN ON THE UNANIMOUS RECOMMENDATIONS OF THE SELECTION COMMITTEES

7.8.1. <sup>approved</sup> The Board (noted) the action taken by the Vice-Chancellor in making the following appointments based on the unanimous recommendations of the Selection Committees:-

S.No.	Name	Post to which appointed	Basic Pay recommended
1.	Dr. Kamal Aron Mitra Chenoy	Reader in Political Science	Rs. 1200/-
2.	Dr. Rajagopalan Ramanathan	Adhoc Lecturer in Physics (Though interviewed for Reader)	Rs. 2200/- (Revised)

ITEM NO 9 TO CONSIDER AND APPROVE THE PROPOSED VISITS OF (1) PROF. R.N. MATHUR, PROFESSOR IN PHYSICS TO SPAIN FOR THREE DAYS IN MARCH, 1988 AND (2) DR. C.S. MOORTHY, PROFESSOR TO SRILANKA FOR 4 DAYS FROM 27.2.88 TO 1.3.88 AND TO DUBLIN FOR FOUR DAYS FROM 26-29TH MARCH, 1988

ITEM NO

7.12.1.

7.9.1. The Board considered the proposal and approved of the visit of Prof. R.N. Mathur to Spain for 3 days and of Prof. C.S. Moorthy to Srilanka for 4 days and to Ireland for 4 days.

ITEM NO 10 TO NOMINATE A MEMBER ON THE FINANCE COMMITTEE IN PLACE OF SHRI GURPREET SINGH

7.10.1. In view of the reasons given by Shri Gurpreet Singh, the Board considered and accepted the resignation of Shri Gurpreet Singh from the membership of the Finance Committee and placed on record his valuable advice and guidance given while he was a member of the Finance Committee.

7.10..2. It was resolved that Dr. J.S. Bajaj, member of the Board of Management be nominated to the Finance Committee in place of Shri Gurpreet Singh.

✓ ITEM NO 11 TO CONSIDER THE APPOINTMENT AND REGULATION OF FEES OF CONSULTANTS IN THE UNIVERSITY

7.12.2.

7.11.1. The Board considered the recommendations made by the Finance Committee in pursuance of OM No. 16014/12/896-Establishment (Allowances) dated October 29, 1987 of Ministry of Personnel, Public Grievances and Pension, Department of Personnel & Training regarding the appointment of Consultants and approved the following:-

ITEM NO 1

1. Restriction of 10% of the total number of posts need not be made applicable to the posts of Consultants in the University.

7.13.1.

2. The Vice-Chancellor may be authorised to grant extension upto a period of six months and thereafter the extension upto three years be granted with the approval of the Board of Management.

7.13.2.

3. The Board also noted that the Vice-Chancellor will inform the Board of the appointment of Consultants made by him. However, it was suggested that the Board may be acquainted with the work of Consultants as and when their tenures are renewed.

ITEM NO 1

7.14.1.

7.11.3. The above decisions shall come into force with immediate effect.

*Pl. see addition  
made at 7.11.2. 20/5/88*

*see  
document  
at  
7.11.2. 20/5/88*



ITEM NO 12 TO CONSIDER AND APPROVE MATERIAL DEVELOPMENT UNIT FOR ESTABLISHMENT OF STUDY CENTRE FOR HANDICAPPED PERSONS

7.12.1. The proposal to set up a Material Development Unit for establishment of Study Centre for Handicapped persons as per the recommendations made by the Finance Committee was considered and approved. The Board also approved the creation of posts under the overall charge of the Coordinator of the Study Centre as under:-

- |    |  |     |                                    |
|----|--|-----|------------------------------------|
| a) | Material Development Officer<br>(Part-time)        | One | on payment of Rs. 1000/- per month |
| b) | Asstt. Material Development Officer<br>(Part-time) | One | on payment of Rs. 750/- per month. |
| c) | Braillist Assistant                                | One | on payment of Rs. 750/- per month. |

However, the Board felt that the emoluments may be increased by the Vice-Chancellor, if necessary, so that the best talent available in the country is harnessed for this nationally important task.

7.12.2. The Board also noted that the Ministry of Health and the Ministry of Social Welfare were to be informed of the efforts being made by the IGNOU for the rehabilitation of handicapped persons so that there is proper co-ordination and whatever financial assistance is available from them may be availed of.

ITEM NO 13 TO CONSIDER AND APPROVE THE ANNUAL ACCOUNTS OF THE UNIVERSITY FOR THE FINANCIAL YEAR 1986-87 AND AUDIT COMMENTS THEREON

7.13.1. The Board considered and approved the audited accounts of the University and the replies to the observations of the Auditors on the same for the year 1986-87 as per Annexure II.

7.13.2. In regard to investment of surplus funds of the University, the Board observed that the views of the Finance Committee when given may be brought up to the Board for its consideration.

ITEM NO 14 TO CONSIDER WRITE-OFF OF LOSS OF Rs. 10,977.85 ON REPRINTING OF PROGRAMME GUIDE

7.14.1. The write-off of the loss of Rs. 10,977.85 on account of extra printing required to maintain the image of the Institution was approved. As regards the

See  
document  
dated  
18th Feb 1988  
20/5/88

*Pl. see amendment approved at 8th Meeting 20/6/88* recommendations of the Finance Committee for fixing the responsibility, the Board after hearing the observations of the Pro-Vice Chancellor (Academic) agreed not to pursue the matter.

ITEM NO 15 TO CONSIDER THE FINANCIAL ESTIMATES FOR THE YEAR 1988-89 AND THE REVISED ESTIMATES FOR 1987-88

- 7.15.1. The Board considered the recommendations of the Finance Committee and approved of the budget estimates for 1988-89, the revised estimates for 1987-88 and the ceilings on expenditure of Revenue and Capital Account for 1987-88 and 1988-89 as under:-

	1987-88 Revised Estimates (In lakhs of Rupees)	1988-89 Budget Estimates
Revenue	591.25	1033.90
Capital	830.80	838.65
	-----	-----
	1422.05	1872.55
	-----	-----

ITEM NO 16 TO REPORT SETTING-UP OF INTERNAL AUDIT CELL IN FINANCE DIVISION OF THE UNIVERSITY

- 7.16.1. The Board at its sixth meeting held on December 31, 1987 considered the proposal for creation of posts for the internal audit cell of the University. While approving the posts, the Board suggested that the possibility of using firms of Chartered Accountants to carry out the internal audit may be explored as this method had other advantages.
- 7.16.2. The Finance Committee, in its second meeting held on February 9, 1988 considered the above suggestion and felt that as internal audit by a firm of Chartered Accountants may not serve the purpose for which it was intended, the internal audit may be done by the Finance Division of the University as already recommended. This was noted by the Board.

ITEM NO 17 TO CONSIDER AND APPROVE THE FIXATION OF FLAT RATE OF LICENCE FEE FOR RESIDENTIAL ACCOMMODATION UNDER IGNOU

- 7.17.1. The Board considered the proposal and approved of the recovery of rent at the flat rate as indicated in Annexure III.
- 7.17.2. The Board approved of the rates of recovery of charges towards furniture and furnishings at Rs. 50/- per month and Rs. 40/- per month in respect of 3-bed roomed and

2-bed roomed flats respectively, as an interim measure. However, a suggestion was made that the charges to be recovered for furniture and furnishings may be worked out in a scientific manner keeping in view the life of the furnishings etc. It was agreed that this will be examined in consultation with the Ministry of Urban Development.

- 7.17.3. The Board also suggested that the rules framed for allotment of quarters should contain a provision for levy of rent at market rate/penal rate in case the occupant does not vacate the quarters on the due dates. ✓

ITEM NO 18 TO CONSIDER AND APPROVE THE PROPOSED RESOLUTIONS REGARDING (1) EXTENSION OF CCS (EDUCATIONAL ASSISTANCE) ORDERS 1983 OF CENTRAL GOVERNMENT (2) EXTENSION OF LEAVE TRAVEL CONCESSION RULES OF CENTRAL GOVERNMENT AND (3) EXTENSION OF RULES OF CENTRAL GOVERNMENT FOR THE GRANT OF VARIOUS ADVANCES TO THE EMPLOYEES OF INDIRA GANDHI NATIONAL OPEN UNIVERSITY

- 7.18.1. The Board considered the proposal and approved of the following resolutions:-

Resolution No. 1

- 7.18.2. "RESOLVED THAT the benefits of children education allowance, reimbursement of tuition fee etc. as contained in Central Civil Services (Educational Assistance) Orders 1983, as amended from time to time and as applicable to Central Government employees may be extended mutatis mutandis by the IGNOU to its employees."

Resolution No. 2

- 7.18.3. "RESOLVED THAT the Scheme of Leave Travel Concession as made applicable to the Central Government employees may be extended to the employees of the Indira Gandhi National Open University. The rules notified by the Central Government for this Scheme as amended from time to time would be followed by Indira Gandhi National Open University."

Resolution No. 3

- 7.18.4. "RESOLVED THAT the rules contained in General Financial Rules of Central Government with such amendments as may be notified from time to time by Government of India for grant of various advances (both interest bearing and non-interest bearing) as applicable to the employees of Central Government would be followed mutatis mutandis by Indira Gandhi National Open University. These advances would cover (a) interest bearing advances, covering advance for purchase of

conveyance including motor car and motor cycle and table fan, and (b) non-interest bearing advances, covering festival advance, leave travel concession advance, advance in lieu of leave salary, advances in connection with tours, transfers and retirement, natural calamities and advances to families of employees who die while in service etc."

ITEM NO 19 TO CONSIDER AND APPROVE THE PROPOSED RESOLUTION RELATING TO EXTENSION OF MEDICAL ATTENDANCE RULES OF CENTRAL GOVERNMENT TO THE EMPLOYEES OF IGNOU

7.19.1. The Board considered the proposal and approved of the following resolution:-

7.19.2. "RESOLVED THAT

1. An employee of the IGNOU who is not provided with the C.G.H.S. facilities or similar facilities created (or may be created) by the University for its own employees, will be allowed to get reimbursement of medical expenses in accordance with the provisions contained in Central Services (Medical Attendance) Rules 1944, as are applicable in the case of Government employees, payment being made on production of prescription from a Registered Medical Practitioner or Physician/Surgeon of the hospital attending on the employee, as the case may be, duly supported by cash memos for the purchase of medicines. Reimbursement of the charges, towards employment of pathological, radiological, bacteriological or other methods as are considered necessary by the Authorised Medical Attendant undertaken in Government hospitals, hospitals of local bodies or hospitals run by registered bodies/trusts, will be made on actual basis, but restricted to the rates prescribed by A.I.I.M.S. for such similar tests.
2. The employees and their family members shall also be entitled to reimbursement of charges for treatment as in-patients in any Government hospitals or hospital of repute, such as those run by Registered bodies/trusts (not private nursing homes/clinics or hospitals run by individuals) at the rates prescribed under the rules of the said hospital.
3. In case of prolonged illness on account of special disease like cancer, mental disease, T.B., reimbursement may be made in full for treatment in hospitals recognised by Government for treatment of such disease."



- 7.19.2. The Board desired that the present system of medical examination at the time of original appointment may be reviewed in the light of the procedure followed in case of Central Government employees.

ITEM NO 20 TO CONSIDER THE INSTRUCTIONS ISSUED BY GOVT. OF INDIA REGARDING AUSTERITY MEASURES AND THEIR IMPLEMENTATION IN THE CONTEXT OF DROUGHT SITUATION IN THE COUNTRY IN INDIRA GANDHI NATIONAL OPEN UNIVERSITY

- 7.20.1. The Board noted the austerity measures to be taken in the context of the drought situation in the country and economy in expenditure as per Ministry of Human Resource Development letter No F1.24-18/87-IFDS dated 28th November, 1987.

ITEM NO 21 TO CONFIRM THE ACTION TAKEN BY THE VICE-CHANCELLOR IN PURCHASING COMPUTERS FOR THE UNIVERSITY

- 7.21.1. The Board considered and confirmed the action taken by the Vice-Chancellor in purchasing the Computers as indicated below:-

<u>Name of the item</u>	<u>Quantity</u>	<u>Name of the Company</u>	<u>Amount</u>
PCs	15	M/s Usha Micro Process Control Ltd.	Rs. 3,45,000/-
PC XTs	4	-do-	Rs. 1,64,000/-
Dot Matrix Printers	4	-do-	Rs. 80,000/-
PC XTs	20	M/s Wipro Information Technology Ltd.	Rs. 7,01,580/-
Printers	27	-do-	Rs. 4,99,500/-
PC AT	3	M/s Usha Micro Process Control Ltd.	Rs. 3,45,000/-

21,35,080

ITEM NO 22 TO CONFIRM THE ACTION TAKEN BY THE VICE-CHANCELLOR FOR PURCHASE OF VIDEO CASSETTE RECORDERS

- 7.22.1. The Board considered the proposal and approved the purchase of video cassette recorders as indicated



below:-

<u>No.</u>	<u>Name of the Company</u>	<u>Amount</u>
100 Nos	BPL India Ltd.	Rs. 14,99,680/-

ITEM NO 23 TO CONSIDER CONFIRMATION OF CERTAIN FACULTY MEMBERS

7.23.1. The Board considered the note and accepted the suggestion that as a matter of policy, the probation for any category of teacher need not be waived on any grounds in the larger interest of the Institution. However, in case of Prof. Rakesh Khurana, since he had already been with the University for more than a year as Visiting Professor, the request for waiver of probation was accepted.

7.23.2. The Board confirmed the faculty members as indicated in Annexure IV of the minutes, except in the case of Shri Jacob George, Lecturer in Rural Development, whose probation has been extended by six months.

ITEM No 24 TO CONSIDER AND APPROVE THE CONFIRMATION OF NON-TEACHING EMPLOYEES

7.24.1. Withdrawn.

ITEM NO 25 TO CONSIDER AND APPROVE THE APPOINTMENTS OF DIRECTORS OF SCHOOLS

7.25.1. The Board considered the proposal and deferred till commencement of the next extension of the present incumbent.

ITEM NO 26 TO CONSIDER AND APPROVE THE CREATION OF POSTS FOR THE HINDI TRANSLATION CELL

7.26.1. The Board considered the proposal and approved of the following posts for the Hindi Translation Cell as well as qualifications for the posts as indicated in Annexure V to these minutes:-

<u>Designation</u>	<u>No of posts</u>	<u>Scale of pay</u>
Reader/Deputy Director	1	Rs. 1200-1900 (pre-revised)
Translation Officers	2	Rs. 2000-3500
Senior Translator	2	Rs. 1640-2900
Junior Translator	6	Rs. 1400-2300

- 7.26.2. The Board also approved that the budget for the year 1988-89 may be suitably amended to reflect the approval to the above posts.

ITEM NO 27 TO CONSIDER AND APPROVE OF THE POLICY FOR ABSORPTION OF EMPLOYEES ON DEPUTATION IN THE UNIVERSITY

- 7.27.1. Withdrawn.

ITEM NO 28 PROCUREMENT OF PAPER FROM MILLS

- 7.28.1. The Board considered the note and approved of the policy of the University of having more than one supplier for its requirements of paper and for purchasing its requirement from the mills of M/s Ballarpur Industries Ltd. and West Coast Paper Mills Ltd., directly. The Board also approved the purchase of printing paper and Art Card for the year 1988-89 of the value of Rs. 86.46 lakhs approximately from the above two sources.

OTHER MATTERS

The Chairman informed the Board that UNESCO had requested him to contribute a paper to a book on Distance Education in Asia to be published by them and have suggested payment of US \$ 2000 approximately towards the costs and sought Board's permission to undertake the above work and to receive the payment.

As the matter concerned the Chairman, the Chairman left the meeting. The Board considered the matter and while appreciating the recognition of the eminence of the Vice-Chancellor approved of the Vice-Chancellor undertaking the task for and on behalf of UNESCO and of his availing leave for a period not exceeding eight days for completing the task and receiving the payment in full.

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

Sd/-

(G. RAM REDDY)  
Vice-Chancellor  
Chairman