

Annexure- I

Modified para 3, Preamble to the Minutes of 92nd meeting of the Board of Management (Page 2 of the Minutes)

‘Before commencement of the proceeding of the Board, Dr. Devi Shetty, Member, Board of Management thanked the University and the Academic Council of the University for initiating the process of establishing a School of Medical Sciences and a School of Nursing. He hoped that once the new schools become functional in the University the innovative programmes in telemedicine and other similar programmes will also be approved and launched by the University in due course.

Joining the discussion Prof. Y. K. Alagh, Member Board of Management mentioned that the PMT, India’s first Rural Medical University has an interesting programme of Telemedicine which also uses ICT at the village level. He further informed that the UGC was in the process of setting of a Inter-University Centre for Rural Development and suggested that the new School of Medical Sciences now being proposed by the University could network with these initiatives of the PMT University and the UGC.

The Board thanked Dr. Shetty for his efforts and contributions in shaping the innovative programme in telemedicine. The Board also appreciated the very useful input provided by Prof. Y.K. Alagh in the area of telemedicine and directed that the collaboration with the organizations like the PMT and the Inter-University Centre for Rural Development of the UGC suggested by Prof. Alagh be worked out.

Annexure - II

Modified Resolution No.BM 92.27.3 (Item No. 27) of the Minutes of the 92nd Meeting of the Board of Management (Page 23 of the Minutes)

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BM 92.27.3 The Chairman welcomed the spirit and support from the members that Dr. Reddy be reinstated in the services of the University on humanitarian grounds and assured the Board that due procedures shall be followed in this regard. Further, he assured that due verification would be made to ascertain whether the removal was made invoking the provisions of Article 311 of the Indian Constitution. The Chairman further assured that the final decision would be taken by the Chairman/Vice-Chancellor after due verification of all these documents and the action will be reported to the Board.

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MINUTES OF THE 10th MEETING OF THE GRIEVANCE REDRESSAL COMMITTEE HELD ON AUGUST 17, 2007 AT 2.00 P.M. IN THE REGISTRAR'S CHAMBER, BLOCK No. 4 IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI - 110 068

The following were present:

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| 1. Prof. A.S. Narang | - | Chairman |
| 2. Prof. R.K. Grover (Retd.) | - | Member |
| 3. Ms. Poonam Bhushan | - | Member |
| 4. Shri K. Laxman, Registrar | - | Convener |

The Chairman welcomed the Members to the 10th meeting of the Grievance Redressal Committee, a Standing Committee of the Board of Management, whereafter, the items on the agenda were taken up for consideration ad seriatim.

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 9TH MEETING OF THE GRIEVANCE REDRESSAL COMMITTEE HELD ON MAY 15, 2007 AND TO NOTE THE ACTION TAKEN THEREON

GRC 10.1.1 The Minutes of the 9th Meeting of the Grievance Redressal Committee were taken up for confirmation. The Registrar/Member-Secretary informed the Committee that the Minutes of the 9th Meeting of the GRC were circulated to the Members and no comments have been received. The Minutes of the 9th Meeting were also placed before the Board of Management at its 90th Meeting held on May 22, 2007 and have been approved by the Board. The Committee noted the approval by the Board. The Committee further noted the action taken on the recommendations of the 9th Meeting and confirmed the Minutes.

GRC 10.1.2 As regards the case of Shri Sanjay Verma, Stenographer, the Committee examined the case of Shri Verma in the light of the clarifications of the Establishment Section, and further facts highlighted by Shri Verma in his representation dated 14/16-8-2007. The Committee noted that the skill test was conducted on 19-12-2003 in which Shri Verma had qualified. Since only two persons had qualified, the results of the tests would have been declared immediately after the skill test. The approval of the DPC could also have been taken soon after, either by a regular DPC or through circulation. The Committee also noted that on the previous occasions, the selected candidates under the departmental quota of Stenographers were given offers immediately after the results of the skill tests were out without convening any DPC. The Committee further noted that the DPC when held in February, 2004 took cognizance of the fact that there has been a delay in the case which may jeopardise the interest of the departmental candidate Shri Verma. Taking cognizance of these facts, the DPC had a conscious recommendation that the candidature of Shri Verma may be treated against the vacancy year 2003 and Shri Verma may be allowed seniority, accordingly. The Committee was, therefore, of the view that there was a genuine case of grievance in the representation of Shri Verma and recommended that his appointment may be treated against the vacancy year 2003 as also recommended by the DPC, and allowed seniority accordingly.

TEM NO. 2 TO CONSIDER THE GRIEVANCE OF MS. AZRA ARSHAD, ASSISTANT ENGINEER, EMPC

GRC 10.2.1 The item was taken up for consideration. The Committee examined the representation of Ms. Azra Arshad, Assistant Engineer, EMPC. The Committee noted that there was a Office Order No. 2784 dated 11-7-1996 issued by the Administration Division on 11-7-1996 where six posts of Assistant Engineers were created. The Committee, therefore, wondered why the official was not promoted based on the posts created by the Board of Management and notified by the University vide the aforesaid Office Order particularly, where other posts created under the Office Order *ibid* were operated and the promotions were given to the eligible persons. The Committee, therefore, was of the view that the matter needs to be examined in detail by the Establishment Section in the light of the above fact and a comprehensive report submitted to the next meeting of the GRC.

ITEM NO. 3 TO CONSIDER THE GRIEVANCE OF SHRI VINOD MAGO, AND SHRI S.V.S. PRASANT, ENGINEERS-IN-CHARGE

GRC 10.3.1 The item was taken up for consideration. The Committee considered the representations of Shri Vinod Mago and Shri S.V.S. Prasant, Engineers-in-Charge, EMPC, requesting amendment to the R&P Rules for non-academic staff of EMPC. The Committee was of the view that the request of the two officials needs to be examined in detail. The Committee, therefore, decided that the matter may be examined by the Establishment Section taking into account all the relevant facts and a comprehensive proposal put up before the next GRC.

**ITEM NO. 4 REPRESENTATION FROM THE SENIOR
PERSONAL ASSISTANTS REGARDING
SENIORITY**

GRC 10.4.1 The Committee noted that the representation was received only on 17th August, 2007 and it was not possible for the Committee to deliberate on the issues. The Committee, therefore, decided that the matter may be examined in detail by the Establishment Section and for consideration of the GRC at the next meeting.

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

(PROF. A.S. NARANG)

(PROF. R.K. GROVER)

(POONAM BHUSHAN)

(K. LAXMAN)

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MINUTES OF THE 46TH MEETING OF THE PURCHASE COMMITTEE HELD ON AUGUST 20, 2007 AT 10.00 A.M. IN THE BOARD 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. Prof. Basir Ahmed Khan, Pro Vice-Chancellor - Member
3. Prof. C.L. Anand - Member
4. Prof. N.V. Narasimham - Member
5. Prof. J.M. Parakh - Member
6. Shri R. Chauhan, Finance Officer - Member
7. Shri M.S. Negi, Registrar (Incharge) - Member-Secretary

Prof. B.S. Saraswat, Member could not attend the meeting.

At the outset, the Chairman welcomed the members to the 46th Meeting of the Purchase Committee, a Standing Committee of the Board of Management. He welcomed the new members, Prof. Basir Ahmed Khan, Pro Vice-Chancellor and Prof. N.V. Narasimham to the Purchase Committee. The Chairman on behalf of the Purchase Committee placed on record the valuable contributions made by the outgoing member, Prof. Pradeep Sahni whose term expired as member on Purchase Committee on 30-6-2007. The Chairman then requested the Member-Secretary to present the items on the agenda.

The Member-Secretary presented the following agenda items, ad seriatim:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 45TH MEETING OF THE PURCHASE COMMITTEE HELD ON JUNE 29, 2007 AND TO NOTE THE ACTION TAKEN THEREON

PC 46.1.1 The item was taken up for consideration. The Member-Secretary informed the Committee that the Minutes of the

45th Meeting of the Purchase Committee held on 29th June, 2007 were circulated to the members. The Minutes were also placed before the Board at its 91st Meeting held on 2nd July, 2007 and were approved by the Board. The Member-Secretary informed the Committee that comments have been received from the Finance Officer, Member, Purchase Committee regarding Item No. 6 relating to the proposal for 48 MBPS (1:1) link for IGNOU Headquarters, Gyankosh and SAKSHAT. The Finance Officer has pointed out that the Minutes of the Purchase Committee in respect of Item No. 6 and what has been recorded in the Action Taken Report in respect of the Minutes on Item No. 6 were not in consonance and needed clarification. The comments of the Finance Officer (**Appendix**) were tabled before the Committee.

PC 46.1.2

Shri V.S.P. Srivastava, Head, Computer Division who was called in to clarify the position, he explained that as per the decision taken in the 91st Meeting of the Board of Management wherein the Joint Secretary, Higher Education, MHRD, had suggested, that the Ministry of Tele-Communications and MTNL may also be contacted for their rates and the same be compared with those of the L-1 firm. Accordingly, MTNL was contacted through the Ministry of Tele-Communications (Joint Secretary (Telecom)). As a result MTNL have offered 5% reduced cost on the rates quoted by L-1 firm as per their mail dated 10-8-2007. Head, Computer Division further informed the Committee that a proposal has been submitted to the Vice-Chancellor to constitute a Committee to negotiate the rates further with the L-1 firm, and the matter will be processed on the recommendations of the Committee.

PC 46.1.3

The Committee noted the action taken on the remaining recommendations of the 45th Meeting of the Purchase Committee and confirmed the Minutes.

ITEM NO. 2 TO CONSIDER AND APPROVE HIRING OF WEBCAST FACILITY FOR GYAN DARSHAN CHANNEL

PC 46.2.1 The item was taken up for consideration. Shri V.K. Arora, Director, EMPC presented the item explaining that the University is webcasting all the major live events through Gyan Darshan Channel. This is done through National Informatic Centre (NIC) on day-to-day basis @Rs.12,000/- (inclusive of Service Tax). He further explained that the Webcasting has helped the University in extending its reach to the learners including international students and also those who have no access to Direct Reception System (DRS) through internet facilities. He explained that the National Informatic Centre (NIC) and ERNET India are the organizations under the Ministry of Information Technology to undertake such projects for the Government Organisations and the Educational Institutions. It is, now proposed to hire the Webcast facility for six months period instead of the day-to-day basis. The rates and specifications quoted by NIC meet our requirements and their services in the past have also been found satisfactory. It was, therefore, proposed to accept the L-1 offer of NIC for Rs.5,40,000/- plus Rs.66,744/- (Service Tax) as Webcasting Charges for 24 hrs. of live video streaming of the Gyan Darshan Channel for a period of six months.

PC 46.2.2 The matter was discussed in detail. The Committee noted that the service provided by NIC has been found satisfactory. As regards the servicing of the facilities and equipments, the Committee desired that there should be an agreement with the firm for ensuring comprehensive service for the period of six months. The Committee approved the proposal. However, the Committee desired that full facts that the University has already been availing the Webcasting facility of NIC paying Rs.12,000/- per day, and the service of the firm has been satisfactory, may be placed on the files.

ITEM NO. 3 TO CONSIDER THE PROPOSAL FOR PROCUREMENT OF PHOTOCOPIER MACHINES

PC 46.3.1 The Item was taken up for consideration. The Member-Secretary informed that requisitions for Heavy Duty Photocopy Machines have been received from the offices of the 5 Pro Vice-Chancellors and one for Project Facilitation Unit (PFU). Limited quotations were invited for supply of the machines. M/s. Godrej & Boyce Mfg. Co. Ltd. has quoted Rs.1,82,000/- (Incl. VAT) for basic machine BIZHUB 350 (35 CPM) of Konica Minolta make and their rates have been found to be the lowest. The Member-Secretary further informed that the cost per machine after adjusting the average buy back price of old machine works out to Rs.1,77,944.45 and adding the cost of Duplex Automatic Document Feeder (DADF) and the stand (Trolley), i.e., Rs.29,120/-, the total cost of each machine works out to Rs.2,07,064.45.

PC 46.3.2 The item was discussed in detail. The Committee noted that limited tenders were also invited from the DGS&D. However, the rates quoted by the organization were higher than the L-1 firm. During the discussion, the Finance Officer explained that the machine provided to his office was giving frequent trouble and therefore, needed replacement. The Member-Secretary also informed the Committee that a photocopy machine was urgently required for Administration Division as there was heavy increase in the workload of the Division and some of the machines supplied long back were proving unserviceable. The Committee considered the matter and approved purchase of 08 heavy duty photocopy machines at the rate of Rs.2,07,064.45 (inclusive of taxes) per machine.

ITEM NO. 4 TO CONSIDER PURCHASE OF COMPUTERS, UPS, PRINTERS, SCANNERS, WEB CAMERAS, PEN DRIVES, LCD PROJECTORS AND WORKSTATIONS

PC 46.4.1 The item was taken up for consideration. The Member-

Secretary informed that it was proposed to purchase Computers, UPS, Printers, Scanners, Web Cameras, Pen Drives, LCD Projectors and Workstations for IGNOU Headquarters, Regional Centres, IUC and projects, like e-Gyankosh, SAKSHAT. It was explained that only 2 firms, M/s. Wipro and M/s. HCL responded to the tender. The Tender Evaluation Committee, therefore, recommended extension of the date of submission of tender from 16-3-2007 to 10-4-2007. However, no additional offers were received. The financial bids were, therefore, opened on 15-5-2007. The Tender Evaluation Committee recommended to procure only Computer hardware, Printers, Scanners, LCD Projectors from L-1 firm, at the L-1 rates at the total financial implications of Rs.2,53,58,404.15 (Rupees two crores fifty three lacs fifty eight thousand four hundred four paise fifteen) only. The Committee further recommended that in the absence of competition fresh tenders may be invited for procurement of Servers and the Software may be purchased directly from the firm.

PC 46.4.2 The Committee noted that both the firms were of repute and approved the proposal.

ITEM NO. 5 TO CONSIDER PURCHASE OF THREE MARUTI ESTEEM MPI VX EURO-III AND NON-AC AMBASSADOR CLASSIC 1800 15Z BO MPFI (BS-III) CARS AMOUNTING OF RS.18,37,499/-

PC 46.5.1 The item was taken up for consideration. The Committee noted that the Staff Cars were urgently required for providing the facility to the Pro Vice-Chancellors appointed by the Board at its 91st Meeting held on 2nd July, 2007. The Committee further noted that there was an urgent need to replace the vehicle placed at the disposal of the Finance Officer as the same has out lived its service life. The Committee approved the proposal for purchase of 04 Staff Cars, i.e, 03 Maruti Esteem and 01 Ambassador (Non-AC) Car Classic for the Finance Officer as per the proposal at

the total cost of Rs.18,37,499/- (Rupees eighteen thousand thirty seven thousand four hundred ninety-nine) only.

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

(M.S. NEGI)
Member-Secretary

IGNOU

49th MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON AUGUST 21, 2007 AT 12.00 NOON IN THE BOARD ROOM, BLOCK- 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110 068

The following were present:

1. Prof. V.N. Rajasekharan Pillai - Chairman
Vice-Chancellor
2. Prof. Parvin K. Sinclair, Pro Vice-Chancellor - Member
3. Prof. C.L. Anand - Member
4. Prof. N.V. Narasimham - Member
5. Prof. J.M. Parakh - Member
6. Shri S.K. Arora - Member
7. Shri M.S. Negi, Joint Registrar - Member-Secretary

At the outset, the Chairman welcomed the members to the 49th Meeting of the Establishment Committee. He welcomed Prof. Parvin K. Sinclair, Pro Vice-Chancellor, Prof. N.V. Narasimham and Shri Sudhir Kumar Arora as the new members of the Establishment Committee. The Chairman on behalf of the Establishment Committee placed on record the valuable contributions made by the outgoing members, Prof. Pardeep Sahni and Shri V.K. Arora, whose term expired as members on Establishment Committee. The proceedings of the meeting started with presentation of the following items on the Agenda:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 48TH MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON MAY 17, 2007 AND TO NOTE THE ACTION TAKEN THEREON

EC 49.1.1 The item was taken up for consideration. The Member-Secretary informed the Committee that the Minutes of the 48th Meeting of the Establishment Committee held on May 17, 2007 were circulated to the members and no comments were received. These Minutes were also placed before the Board at its 90th Meeting held on 22nd May, 2007 and were approved by the Board. The Committee noted the approval of the Minutes of the 48th Meeting by the Board. The

Committee noted the action taken on the recommendations of the Committee at the 48th Meeting and confirmed the Minutes.

ITEM NO. 2 TO CONSIDER THE REQUEST OF SH A J RAO, EX. SR. SOFTWARE ENGINEER, IGNOU FOR COUNTING OF HIS PAST SERVICE RENDERED AT DELHI UNIVERSITY AND IIT, DELHI FOR THE PURPOSE OF PENSIONARY BENEFITS IN IGNOU

EC 49.2.1 The item was taken up for consideration. The Member-Secretary informed that Shri A.J. Rao, Ex Senior Software Engineer joined IGNOU as Senior Software Engineer on 30-5-1990 through open recruitment. Prior to joining IGNOU, Shri Rao had worked in Delhi University and IIT, Delhi from 3-5-1973 to 29-5-1990. Shri Rao had requested IIT, Delhi vide his letter dated 9-3-1992 to transfer his benefits of combined service rendered by him in Delhi University and IIT, Delhi to IGNOU for the purpose of pensionary benefits in this University. The dues have been remitted by the IIT, Delhi to this University and the amount stands credited to the IGNOU Accounts. Shri Rao has retired from the services of the University on attaining the age of superannuation. The proposal for counting of the past services rendered by Shri Rao in Delhi University and IIT, Delhi for the purpose of pensionary benefits in the University has been examined as per the extant rules. The proposal has also been concurred by the Finance & Accounts Division. The Committee approved the proposal.

ITEM NO. 3 TO CONSIDER THE CASES OF LIFTING OF PROBATION AND CONFIRMATION OF GROUP A OFFICERS

EC 49.3.1 The item was taken up for consideration. The Committee approved the proposal for lifting of probation and confirmation of following Group A Officers as per details below:

S. No.	Name & Designation	Period of Probation		Date of lifting of probation
		From	To	
1.	Sh Anil Kumar Saxena Joint Director (Graphics)	10.01.2006	09.01.2007	09.01.2007 (AN)
2.	Sh K Vishwanathan, Sr. Graphic Artist	02.04.2006	01.04.2007	01.04.2007(AN)

ITEM NO. 4 TO CONSIDER THE CASES OF LIFTING OF PROBATION AND CONFIRMATION OF ACADEMICS/TEACHERS

EC 49.4.1 The item was taken up for consideration. The Establishment Committee approved the proposal for lifting of probation and confirmation of the following teachers/ academic staff with effect from the dates indicated against each:

S. No.	Name & Designation	Date of Joining	Date of completion of probation	Date of confirmation
1.	Shri Anshuman Upadhyaya, Assistant Regional Director, IGNOU RC, Jaipur	5-9-2006	4-9-2007 (AN)	5-9-2007
2.	Shri Sher Singh, Assistant Regional Director IGNOU RC, Ahmedabad	19-9-2006 (AN)	19-9-2007 (AN)	20-9-2007

EC 49.4.2 As regards the case of Prof. P.C. Basak, Professor of Management, the Committee recommended lifting of probation and confirmation of Prof. Basak with effect from 1-8-2007 subject to the vigilance clearance.

ITEM NO. 5 TO CONSIDER THE PROPOSAL TO OPERATE THE VACANT POSITIONS OF GROUP 'A' AFTER CONDONING THE SHORTFALL IN RESIDENCY PERIOD

EC 49.5.1 The item was taken up for consideration. The Member-Secretary explained in brief the proposal to operate the vacant positions of Group 'A', by relaxing the shortfall in the residency period in the feeder cadre as prescribed under the R&P Rules.

EC 49.5.2 The matter was discussed in detail. The Committee was of unanimous view that no justification existed for granting these promotions in relaxation of the residency period prescribed under the R&P Rules of the University. The Committee, therefore, did not agree to the proposal.

ITEM NO. 6 TO DEFINE THE R & P RULES FOR JOINT REGISTRAR (P) AND DEPUTY REGISTRAR (P)

EC 49.6.1 The item was taken up for consideration. The Member-Secretary explained that the R&P Rules for Group A non-Academic posts like Joint Registrar/Deputy Registrar provide for 100% promotion from amongst the eligible officials in the feeder cadres. It was now proposed to make suitable amendments to the R & P Rules to provide for promotions to the posts of Joint Registrar (P) and Deputy Registrar (P) on the same analogy.

The matter was discussed. The members felt that since the proposal involved amendments to the R&P Rules, which have been approved by the Board of Management, the matter may be examined by a Committee, and the recommendations of the Committee placed before the Establishment Committee.

ITEM NO. 7 TO CONSIDER THE REGULARIZATION OF TEMPORARY PROMOTION OF DEPUTY REGISTRARS

EC 49.7.1 The item was taken up for consideration. The Committee approved the proposal for regularization of temporary promotions to the post of Deputy Registrars in the following cases with effect from the dates indicated against each:

S.No.	Name	Proposed date of Regular Promotion
1.	Shri Arun Kumar	04-08-2007
2.	Shri G. Vijayraju	18-08-2007
3.	Shri K.S. Maurya	04-08-2007

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

(M.S. NEGI)
Member-Secretary