

## IGNOU

### MINUTES OF THE 59<sup>TH</sup> MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON JANUARY 07, 2010 AT 9.30 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. | Dr. D.K. Choudhry, PVC                          | - Member           |
| 3. | Prof. Manohar Lal, Director, SOCIS              | - Member           |
| 4. | Prof. Darvesh Gopal                             | - Member           |
| 5. | Prof. M.K. Salooja                              | - Member           |
| 6. | Dr. V. Venugopal Reddy                          | - Member           |
| 7. | Shri U.S. Tolia, Registrar (Admn)               | - Member-Secretary |

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

At the outset, the Chairman welcomed the members to the 59<sup>th</sup> Meeting of the Establishment Committee. The Chairman welcomed Dr. D.K. Choudhry, Pro-Vice Chancellor and Prof. M.K. Salooja, Members, who were attending the meeting of the Establishment Committee for the first time. The Chairman also welcomed Prof. Darvesh Gopal as the new member of the Committee. The Chairman on behalf of the members of the Establishment Committee and on his behalf placed on record his appreciation for the valuable contributions made by Prof. Shatrughna Kumar whose term as member on the Establishment Committee expired on 12.11.2009. Thereafter, the items on the Agenda were taken up for consideration, ad seriatim:

**ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 58<sup>TH</sup> MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON OCTOBER 05, 2009 AND TO NOTE THE ACTION TAKEN THEREON**

**EC 59.1.1** Registrar informed the Committee that the Minutes of the 58<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 102<sup>nd</sup> Meeting held on 14.10.2009.

**EC 59.1.2** Referring to Item No.6 of the minutes of the previous meeting, Dr. V. Venugopal Reddy, Member stated that the proposal for grant of relaxation in residency period for promotion to the post

of Deputy Registrar was discussed in detail in the meeting. However, in Resolution No.EC 58.6.1, it has been recorded that the “Item was deferred”. The Minutes therefore, needed to be suitably reworded to reflect the correct position. After discussion, the Committee decided that the Resolution No.58.6.1 may be modified as under:

*“The Item was taken up for consideration. The Establishment Committee after detailed deliberations decided to defer the item”.*

**EC 59.1.3** 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 58<sup>th</sup> meeting held on 5.10.2009 with the above modification.

**ITEM NO. 2 TO CONSIDER THE MATTER REGARDING COUNTING THE PAST SERVICE RENDERED BY DR. PARMOD KUMAR, LECTURER IN ENGLISH FOR THE PURPOSE OF CAREER ADVANCEMENT IN THIS UNIVERSITY**

**EC 59.2.1** The Committee considered and approved the proposal for counting of the past services rendered by Dr. Parmod Kumar, as Lecturer in English in Government College, Bhattukalan, Dist. Fatehabad, Haryana and in Ram Lal Anand College, Delhi University from 24.12.2001 to 23.9.2002 and from 23.9.2002 to 22.3.2007, respectively, for purpose of placement in Senior Scale/Selection Grade/Promotion strictly in accordance with the provisions of the Career Advancement Scheme (CAS) of the University.

**ITEM NO. 3 TO CONSIDER THE ISSUE OF INVITING OPTIONS ON REVISION OF PAY SCALES FOR PAY FIXATION ON PROMOTION FROM THE TEACHERS/ACADEMICS**

**EC 59.3.1** The Committee approved the proposal for inviting fresh option from the teachers/academics promoted on or after 1.1.2006 to facilitate review and revision of the pay fixation in their cases, strictly as per provisions enshrined under the related rules.

**ITEM NO. 4 TO CONSIDER THE REQUEST OF DR. VANDANA SINGH FOR COUNTING HER PAST SERVICE FOR THE PURPOSE OF BENEFITS UNDER THE CAREER ADVANCEMENT SCHEME IN THIS UNIVERSITY**

**EC 59.4.1** The Committee considered and approved the proposal for counting of the past services rendered by Dr. Vandana Singh as Lecturer in Ch. Charan Singh University, Meerut from 5.9.2002 to 24.1.2006 for the purpose of placement in the Senior Scale/Selection Grade/Promotion strictly in accordance with the provisions of the Career Advancement Scheme (CAS) of the University.

**ITEM NO. 5 TO CONSIDER THE REQUEST OF DR. (MRS.) INDRANI LAHIRI, ASSISTANT DIRECTOR, REGIONAL SERVICES DIVISION (RSD), FOR GRANT OF CHILD CARE LEAVE**

**EC 59.5.1** The Item was considered. The Committee noted that the matter was already examined administratively and it was not possible to accede to the request of Dr. Indrani Lahiri, Astd. Director for grant of further extension of Child Care Leave. The Committee further noted that the decision was already communicated to her. The stand already taken in the matter may be reiterated.

**ITEM NO. 6 TO CONSIDER THE REQUEST OF PROF. S.K. PANDA, PROFESSOR OF DISTANCE EDUCATION FOR GRANT OF EXTRA ORDINARY LEAVE FOR THREE YEARS TO JOIN THE POST OF DIRECTOR, CENTRE FOR FLEXIBLE AND DISTANCE LEARNING IN THE UNIVERSITY OF SOUTH PACIFIC, FIJI**

**EC 59.6.1** The Item was taken up for consideration. The Committee noted that as per the provisions of the Leave Ordinance, Extra Ordinary Leave can be granted to a teacher subject to a maximum of five years during the entire service. However, in very exceptional and important assignments, EOL beyond five years could be considered by the Board, on case to case basis, subject to certain conditions. The Committee further noted that Prof. Panda had earlier availed of EOL of 3 years and was eligible for grant of EOL for another spell of 2 years. However, since the EOL has been applied for taking up an assignment with a foreign University, the Board may consider grant of EOL of 3 years to

Prof. S.K. Panda to enable him to join the post of Director, Centre of Flexible and Distance Learning in the University of South Pacific, Fiji.

**ITEDM NO. 7 TO CONSIDER THE LIFTING OF PROBATION AND CONFIRMATION OF TEACHERS/ACADEMIC STAFF OF THE UNIVERSITY**

**EC 59.7.1** The Committee approved the proposal for lifting of probation and confirmation of the teachers / academics from the dates of the eligibility in the following cases, as per rules:

S.No.	Name and Designation	Date of Joining	Date of completion of probation	Date of confirmation
1.	Dr. Kripamoy Aguan, Reader in Life Sciences	14.8.2008	13.8.2009	14.8.2009
2.	Dr. S.N. Ambedkar, Regional Director, IGNOU RC, Jaipur	05.9.2007	04.9.2008	05.9.2008
3.	Dr. Anupriya Pandey, Lecturer in Commerce	09.9.2008	08.9.2009	09.9.2009
4.	Ms. Sujata Santosh, Assistant Director, NCIDE	08.9.2008	07.9.2009	08.9.2009
5.	Dr. Malalti Mathur, Reader in English	11.7.2008	10.7.2009	11.7.2009
6.	Sh. A.S. Ibrahim, Dy. Director, EMPC	16.4.2008	15.4.2009	16.4.2009

**ITEM NO. 8 TO REVIEW THE CONSTITUTION AND FUNCTIONING OF THE TRAVEL GRANTS COMMITTEE**

**EC 59.8.1** The proposal was discussed in detail. The Establishment Committee however, decided that a Committee may be constituted by the Chairman to review the composition, the objectives and the scope of the Travel Grants Committee and make suitable recommendations including changes in its composition. The Establishment Committee further recommended that the present Committee shall remain suspended during the intervening period. However, cases, if any, during the intervening period will be put up to the Vice-Chancellor, for consideration.

**ITEM NO. 9 TO CONSIDER THE REQUEST OF DR. ANIL KUMAR DIMRI FOR COUNTING HIS PAST SERVICE FOR THE PURPOSE OF BENEFITS UNDER THE CAREER ADVANCEMENT SCHEME IN THIS UNIVERSITY**

**EC 59.9.1** The Committee noted that the proposal was similar to the proposals vide Item Nos. 2 & 4 of the Agenda. The Committee approved the proposal for counting of the past services rendered by Dr. Anil Kumar Dimri as Junior Research Officer at the Centre for Micro Planning and Regional Studies, LBSNAA from 24.6.1994 to 15.4.1997 for the purpose of benefits under the provisions of the Career Advancement Scheme (CAS) of the University, strictly in accordance with the provisions of the Rules.

**ITEM NO. 10 TO CONSIDER THE PROPOSAL FOR MODIFICATIONS IN THE QUALIFICATION FOR THE POST OF REGISTRAR (SRD) & REGISTRAR (SED)**

**EC 59.10.1** The Item was discussed. The Committee noted that for filling up the posts of Registrars, SRD and SED, advertisements have already been issued based on the existing eligibility criteria with Ph.D as an Essential Qualification, and applications have also been received in response thereof, for these posts. It will therefore, not be prudent to change the qualifications, already advertised or re-advertise the post, midway, at this stage. However, the matter may be looked into by a Committee for making necessary modifications in the prescribed qualifications taking into consideration the guidelines of UGC and the qualifications prescribed for similar positions in other Central Universities as well.

**ITEM NO. 11 TO CONSIDER OPEN/DIRECT RECRUITMENT FOR FILLING UP THE POSITIONS FOR GROUP-D VACANCIES IN THE CAMPUS MAINTENANCE DIVISION AS SPECIAL CASE**

**EC 59.11.1** The proposal was considered. The Committee however, felt that there may be some more similarly placed cases (Muster-Roll cases) in the University. It was therefore, necessary to ascertain the exact number of such cases who may have been left out inadvertently, if any. Thereafter, a comprehensive proposal be placed before the next meeting of the Establishment Committee.

**ITEM NO. 12 TO CONSIDER AND APPROVE THE PROPOSAL TO ADMIT DR. SANJIV KUMAR, READER IN PHYSICAL CHEMISTRY TO G.P.F SCHEME**

**EC 59.12.1** The Committee approved the proposal to admit Dr. Sanjiv Kumar, Reader in Physical Chemistry to the of GPF-cum-Pension Scheme of the University, strictly in accordance with the provisions of the Rules on the subject.

**ITEM NO. 13 TO CONSIDER THE DECLARATION OF COMPLETION OF PROBATION IN RESPECT OF MS. MANSI SHARMA, LECTURER, SCHOOL OF LAW**

**EC 59.13.1** The Committee approved the proposal for lifting of probation and confirmation of Ms. Mansi Sharma, Lecturer, School of Law w.e.f. 8.10.2009, as per the rules.

**ITEM NO. 14 TO CONSIDER THE CHANGE OF DATE OF ELIGIBILITY FOR PLACEMENT IN SENIOR SCALE IN RESPECT OF DR. KAMAL VAGRECHA, LECTURER IN MANAGEMENT, SOMS**

**EC 59.14.1** The Committee approved the proposal for change of date of eligibility for placement in Sr. Scale in respect of Dr. Kamal Vagrecha, Lecturer, SOMS, subject to his fulfilling the eligibility criteria as prescribed under the Rules.

**ITEM NO. 15 TO CONSIDER THE REQUEST OF SH. PARSURAM SUTAR, CARPENTER, CMD FOR EXTENDING THE SCALE GRANTED TO TWO CARPENTERS IN EMPC TO MAINTAIN PARITY AMONG THE EMPLOYEES OF SAME CADRE IN THE UNIVERSITY**

**EC 59.15.1** The Committee deliberated the proposal in detail and approved the proposal for grant of the parity in pay vis-à-vis the other two Carpenters in EMPC, notionally with effect from 7.2.1991, as given below:

	Dates	Scale	Remarks
(i)	7.2.1991	Rs.1200-2040	--
(ii)	1.1.1996	Rs.4000-6000	Notional
(iii)	7.2.1999	Rs.5000-8000	Notional
(iv)	31.1.2005	Rs.5000-8000	Functional

**ITEM NO. 16 REVIEW OF THE REVISED CADRE STRUCTURE AND RECRUITMENT & PROMOTION RULES FOR PRINTING CADRE**

**EC 59.16.1** The matter was discussed in detail. The Establishment Committee approved the recommendations of the Committee headed by Prof. K.R. Srivathsan, constituted by the Vice-Chancellor in the matter. The Committee recommended that since the post of Jt. Registrar (P) has been created now and there were no R&P rules for the post in place, earlier, the recommendations of the R&P Rules Review Committee, constituted by the Board of Management and also the recommendations of the Committee in this respect be placed before the Board of Management for consideration.

**ITEM NO.17 Item discussed with the permission of the Chair**

**EC 59.17.1** Dr. V. Venugopal Reddy, Member raised the issue of shortage of staff faced by the different Units in the University and its impact on the day to day functioning. Dr. Reddy therefore, desired that every effort should be made to expedite the on-going recruitment process for various non-academic posts in the University.

The Chairman directed the Registrar to appraise the status in the matter. Registrar informed the Committee that Written Tests have been successfully conducted for filling up of various administrative posts through the EdCil, at all India level (15 cities/55 centres) and the results are under finalization. The further action for holding skill-tests for the concerned posts such as JATs, Stenographers & DEO etc. has also been initiated. Registrar further mentioned that the results have been finalized by a High Power Screening Committee.

As regards the post of Astd. Registrars (1 Post in Hqs. and 29 posts in Regional Centres), the Interviews will be held, soon at, the Hqs, since it does not involve any IInd stage screening/skill Test. He presented the salient points of the Minutes of the High Power Committee report for information of the Establishment Committee. The Minutes of the High Power Committee were also placed before the Establishment Committee for its perusal.

**EC 59.17.2** The Committee noted the status of the finalization of the

recruitment process as presented by the Registrar. The Establishment Committee appreciated the efforts for satisfactory conduct of the tests and approved the recommendations of the High Power Committee. The Committee further directed that a Summary of the recommendations of the High Power Committee may be appended with these Minutes. Accordingly, a copy of the Summary is placed as **Annexure**.

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

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