



Agenda for the Fifth meeting of the Board of Management, 26.10.2009.

- Agenda item No. 1:** *Introductory remark by the Vice-Chancellor on important issues*
- Agenda item No. 2:** *To consider the confirmation of the proceeding of the fourth meeting of the Board of Management held on 17/07/09*
- Agenda item No. 3:** *To report the action taken on the decisions of the Board's meeting held on 17/07/09.*
- Agenda item No. 4:** *To consider the report of the "Committee on draft of the advertisement for the Posts of Teachers and Officers".*
- Agenda item No. 5:** *To consider the report of the "Committee on fixation of service conditions and tenure of the employees".*
- Agenda item No. 6:** *To consider the provision of University's expenditure for holding the 9th Indian Science Communication Congress from 15th December to 19th December, 2009.*
- Agenda item No. 7:** *To report the decision of the Academic Council's meeting being held on 24/10/09.*
- Agenda Item No. 8:** *To consider the approval of the Examination results.*
- Agenda Item No. 9:** *To consider the establishment of Centre for Internal Quality Assurance (CIQA).*
- Agenda Item No. 10:** *Any other business (AOB).*



**Proceedings of the fifth meeting of Board of Management held on
26.10.2009.**

Agenda item No. 1: Introductory Remarks by the Vice-Chancellor

While extending hearty welcome to all the members of the Board of Management, the Vice-Chancellor apprises the members on the following issues:

1. The State government has allotted a plot of land measuring 40 bighas at Patgaon, Rani, against our requirement of 70-80 bighas for the permanent campus vide State government communication No. RSS.127/2007/31 dated 28th. August, 2009. The University has approached the Revenue Minister to allot additional at least 30 bighas of land contiguously in the same location.
2. Detailed Project Report (DPR) for the construction of the Administrative block (four stories) measuring about 45 thousand square feet has been submitted to the Planning and Development Department for approval of DoNER ministry against the allotment of Rs. 12.35 crores.
3. The State government was pursued to make provision of Rs. 4 crores in the supplementary demand as the State budget, 2009-10, did not allot any fund for the maintenance and development of the University. Vice-Chancellor and Registrar met the Chief Minister to apprise the situation arising out of non-allocation of fund for the University in the State budget. The Departments of Higher Education, Finance and Planning and Development have been formally requested to take desired action on the allotment of fund under supplementary demand.
4. Ninth Indian Communication Congress has been rescheduled to be held from 15th to 19th. December, 2009. Dr. A. P. J. Abdul Kalam, former President of India has been communicated to inaugurate the Congress on 16th. December, 2009.
5. The letter of intent for the establishment of the Community Radio has been received from the Ministry of Information and Broadcasting and necessary formalities are being made. The University hopes to launch the radio programme from December, 2009.
6. The Higher Education Department has requested yesterday to submit the budget proposal for 2010-11 within a week. The University has convened a meeting of the Finance Committee on 29th. October, 2009, to approve the budget for immediately forwarding to the Higher Education Department for necessary action, with the intimation to the BoM to submit the same to the Board for final approval in its next meeting.
7. The written test for admission into Ph.D programme was held on 26th. July, 2009 and presentations of the research proposals of the selected candidates were made before the expert committees. Finally selected 15 candidates will be admitted with effect from 1st. December, 2009 after approval of the Research Council.

8. The Distance Education Council (DEC) has sanctioned a sum of Rs. 2.5 crores as development grant for 2009-10 against specific items of expenditures as per DEC scheme.
9. It is planned to invite Nobel laureate Dr. Mohammad Yunus of Bangladesh, to deliver the next Foundation Day Lecture of the University to be held on 20th July, 2010.
10. The enrolment of learners admitted in July, 2009, is as follows

Bachelor Preparatory Programme	4,935
Bachelor of Computer Application (1 st Sem)	458
Bachelor of Business Administration (1st. Year)	251
Bachelor of Mass Communication (1st. Year)	317
Bachelor of Commerce (1st. Year)	327
Bachelor of Arts (1st. Year)	7,353

The admission into second year degree courses and third Semester in BCA course is undergoing.

Resolution BM/1/5/2009:

The Board noted the information placed by the Vice Chancellor and appreciated the proposal to invite Dr. Mohammad Yunus to deliver the next Foundation Day Lecture.

Agenda item No. 2: To consider the confirmation of the proceeding of the meeting of the Board of Management held on 17/07/09

Proceedings of the meeting are enclosed as **Annexure I**.

Resolution No. BM/2/5/2009

Resolved to confirm the proceedings of the 4th meeting of the Board of Managements with a few minor corrections suggested by the members. The meeting also requests the Registrar to circulate the corrected version of the proceedings of the 4th meeting.

Agenda item No. 3: Report on the action taken on the decisions of the Board's meeting held on 17/07/09.

Actionable points

1. **Provision of fund for the university in the budget 2009-10**

Proposal for provision in the supplementary Budget was submitted to the Director of Higher Education vide KKHSOU/Accts/01/07/94 dated 15/09/09. Director, Higher Education has already submitted a supplementary budget proposal for Rs. 4 crores from the Plan budget. The proposal is being processed in Higher Education Department for submission to the Planning and Development Department.

2. **Board's suggestion to rename the "Diploma Course in Assamese Journalism"**

Since the matter is purely academic, the suggestion of the Board has been referred to the Academic Council for consideration.

3. Hiring of ground floor of a new building for accommodation of Consultants and storage of SLM.

The ground floor of building having a carpet area including area for common use of 1450 sq. ft has been taken on lease at a rent of Rs. 12000/- per month w.e.f. 01/07/09.

4. Observance of the 3rd Foundation Day of the University

The function was organized on the the scheduled date that is 20th July, where Prof. K.R. Srivathsan, Pro Vice Chancellor of IGNOU delivered the Foundation Day Lecture and which was attended by Hon'ble CM and Prof. A.C. Bhagawati, former Vice Chancellor of Rajiv Gandhi University besides other invited guests.

Media, both print and electronic gave wide coverage of the function.

5. Constitution of the Planning and Development Committee

The Planning and Development Committee of the university has been constituted with the Ex-officio members and the nominee of the Chief Engineer, PWD (bldg), Assam vide KKHSOU/SE/62/2007/100 dated 09/10/09.

6. Purchase of office accommodation in Housefed Complex.

The Managing Director, Housefed was requested to consider lowering of the rate for booking vide letter No. KKHSOU/Rental/13/2008/130 dated 03/09/09. It is yet to be responded.

This has been made clear by the DEC that it would not provide any fund for purchase of building or part thereof. So, if it is to be purchased, it is to be purchased from university's own resource. The university is yet to reach a stage where purchase involving such large amount can be made.

7. Extensions of the term of the Section Officer on contract.

The term of the present Section Officer on contract has been extended upto 31/03/2010 vide KKHSOU/Reg/Estt./Apptt/01/07/68 dated 08/09/09.

Resolution No. BM/3/5/2009

Resolved that the action taken report be noted.

Agenda item No. 4: To consider the report of the Committee on draft of the advertisement for certain posts.

The committee constituted vide resolution BM/10/4/2009 dated 17/07/09 recommended eligibility criteria for the posts of Dean (Academic), Dean (study Centre), Director, Multimedia Course Material, Reader (Management), Lecturer, Deputy Controller of Examination, Assistant Registrar and Assistant Section Officer.

The committee's recommendations, with a supplement enclosed in **Annexure II**, are placed before the Board of Management for consideration and decision.

Resolution No. BM/4/5/2009

Resolved and approved the recommendation of the committee regarding the eligibility criteria with minor changes.

Agenda item No. 5: To consider the report of the committee on fixation of service conditions and tenure of the employees.

A committee was constituted by the Board of Management in its meeting held on 17/07/09 vide resolution No. BM/15/4/2009. This committee in its meeting held on 07/09/2009 recommended amendment to the Ordinance No. 7 of the university's Ordinances relating to appointment and tenure of the university employees instead of fixing tenure and service conditions.

The recommendations enclosed in Annexure III are placed before the Board for consideration and decision.

Resolution No. BM/5/5/2009

Resolved that the draft of the amendment to Clause 3(viii) of the Ordinance No. 7 of the University Ordinance as quoted below, be approved for laying before the Assam Legislative Assembly and subsequent action as per procedure.

"Persons appointed ~~as~~^{on} contract basis shall be paid pay and allowances in the scale of pay admissible to a person holding similar/analogous post. The Board of Management may however, fix pay at a higher stage of the scale of pay to any individual employee on consideration of merit. In order to offset the effect of fixed tenure of appointment the Board of Management may allow special pay for the employees"

Agenda item No. 6: To consider the provision of University's expenditure for holding the 9th Indian Science Communication Congress from 15th December to 19th December, 2009.

The 9th Indian Science Communication Congress to be organized jointly with the National Council for Science & Technology Communication (NCSTC), Government of India will put some financial responsibility on the University for being the host and local partner. The Organizing Steering Committee had its first and only meeting so far on 25/08/09. Several sub-committees were constituted by a decision of this committee. Pursuant to a decision of this committee a revised budget of Rs. 21 lacs for holding this congress has been sent to the Director, NCSTC for approval and sanction. NCSTC is expected to provide nearly cent per cent financial support. Yet it will be befitting to the status of the university if it can share a small portion of the financial burden as co-host of the programme.

The meeting may therefore decide as to what amount may be appropriate and affordable for the university.

Placed before the Board for a decision.

Resolution No. BM/6/5/2009

Resolved that the University may make necessary expenditure for hosting the 9th Indian Science Communication Congress, 2009 scheduled to be held on 15th -19th December, 2009 if funding by NCSTC falls short of the requirement. But that expenditure may be limited to Rs. 2 lakhs.

Agenda item No. 7: To report the decision of the Academic Council's meeting being held on 24/10/09.

A meeting of the Academic Council is being convened on 24/10/2009. The proceedings of the meeting of the Academic Council will be placed before the Board on the day of the meeting.

Resolution No. BM/7/5/2009

Resolved to note the decisions of the Academic Council.

Agenda Item No. 8: To consider the approval of the Examination results.

The Examination Committee recommended the declaration of the following examination results and the results were declared accordingly:

Name of the Examination	Total number of candidates appeared	Total number of candidates cleared/passed
Bachelor Preparatory Programme (January-June), 2009	3209	2550
Bachelor of Mass Communication (1 st . Year), 2009	229	205
Bachelor of Business Administration (1 st year), 2009	169	126
Bachelor of Commerce (1 st year), 2009	149	123
Bachelor of Computer Application (2 nd Semester), 2009	315	253
Bachelor of Arts (1 st year), 2009	3266	2834

Placed before the Board of Management for ex-facto approval

Resolution No. BM/8/5/2009

Resolved to grant ex-post-facto approval.

Agenda Item No. 9: To consider the establishment of Centre for Internal Quality Assurance (CIQA).

The last two meetings of the Vice Chancellors of the State Open University held in Ahmedabad and New Delhi recommended the establishment of a Centre for Internal Quality Assurance in each Open University for maintenance of quality of distance education. The Distance Education Council (DEC) in its last meeting approved the establishment of a Centre for Internal Quality Assurance (CIQA) in each Open University and for the purpose of establishment and maintenance of CIQA, the DEC has allotted fund in the current year Development grant, 2009-10. Since the establishment of CIQA is mandatory and specific fund is allotted for it by DEC, the University needs to go for the establishment of CIQA under the scheme.

Placed before the Board of Management for approval.

Resolution No. BM/9/5/2009

Resolved and approved setting up of the Centre for internal Quality Assurance (CIQA) and also to approve appointment of Dr. M.C. Sarma, OSD (Academic) as the Director of CIQA.

Agenda Item No. 10: Approval of the undertaking to be submitted to DEC along with the construction proposal

Govt. of Assam have allotted 40 bighas of land at Patgaon, Rani for the University where main campus of the University will be set up. It will take some time before the project report for the main campus is finalized and accepted and fund for implementation of the same is made available. However, in order to utilize the DEC grant annually sanctioned for construction of the building a separate building for the purpose of recording of audio visual study materials may be constructed on the allotted land following the procedure as prescribed by the DEC.

The construction proposal is required to be accompanied by an undertaking drafted by the DEC, which, in fact, has been followed by the University since inception.

The text of the undertaking is placed for approval of the Board.

Resolution No. BM/10/5/2009:

Resolved that the undertaking given by the University to DEC in connection with the utilization of DEC grant be approved.



(Rajat Baran Mahanta)

Registrar



(Srinath Baruah)

Vice Chancellor
&
Chairman of the Board of Management

Note: The following matter was discussed under the Item-AOB. This has been inadvertently left out from the records of the proceeding. So it may kindly be incorporated in the proceedings of the meeting held on 26-10-09.

Agenda Item No. 11: *To consider create a Corpus Fund of the University*

The University should have a corpus fund created out of its own resource. The proposed corpus fund will be an indication of the growth of the University in future.

Resolution No. BM/10/5/2009:

Resolved to create a corpus fund of the University from its savings after taking into account of the expenditure to be incurred in the immediate future from the savings bank deposit.