



7th MEETING OF THE BOARD OF MANAGEMENT

VENUE: CONFERENCE HALL, KKHSOU

DATE: 13/05/10 TIME: FROM 3.00 PM

Members present:-

- | | | |
|------------------------|--|----------------------------------|
| 1. ✓ Chairperson | - Vice Chancellor, KKHSOU | - |
| 2. ✓ Member | - The Comm. & Secy., Edn.(Higher)
Govt. of Assam, | - |
| 3. ✓ Member | - The Comm. & Secy., Finance
Govt. of Assam, | - <i>Bach</i> |
| 4. Member | - Vice Chancellor, AAU
Jorhat | - |
| 5. ✓ Member | - Mrs. Ahalya Gogoi | - <i>Ahalya Gogoi</i> |
| 6. ✓ Member | - Professor Mahammad Taher | - <i>Taher</i> |
| 7. ✓ Member | - Professor Tabu Ram Taid | - <i>Taid</i> |
| 8. Member | - Professor Dilip Kumar Choudhury | - |
| 9. ✓ Member | - Shri Abdul Khaleque | - <i>Alaka</i> |
| 10. ✓ Member | - Dr. Alaka Sarma | - |
| 11. ✓ Member | - Dr. Kandarpa Das | - <i>Kandarpa Das</i>
18/5/10 |
| 12. ✓ Member Secretary | - Registrar, KKHSOU | - |



KRISHNA KANTA HANDIQUE STATE OPEN UNIVERSITY

PROCEEDINGS OF THE SEVENTH MEETING OF THE BOARD OF MANAGEMENT

DATE- 13/05/10

NO. 7/2010

I N D E X

1. BM/1/7/2010 - Introductory remarks by Vice-Chancellor.
2. BM/2/7/2010 - To consider the confirmation of the proceedings of the sixth meeting of the Board of Management held on 06-03-10.
3. BM/3/7/2010 - To report the action taken on the decision of the meeting of Board of Management held on 26-10-09.
4. BM/4/7/2010 - To apprise the decision of the meeting of the Academic Council held on 13-05-10.
5. BM/5/7/2010 - To consider a note placed by Vice-Chancellor on the service of present Registrar incumbent.
6. BM/9/7/2010 - To consider the redesignation of the posts of Lecturer and Reader as Assistant Professor and Associate Professor respectively.
7. BM/12/7/2010 - To consider the approval of UGC scale of pay to the teachers and officers recommended by state government.
8. BM/6/7/2010 - To consider the recommendation of Selection Committee for selection of Assistant Professors(Lecturers) in Mass Communication, Computer Science and Commerce
9. BM/7/7/2010 - To consider the creation of posts of faculty and non-teaching staff.
10. BM/8/7/2010 - To consider the constitution of a Committee to prepare draft advertisement of the post of Finance Officer.
11. BM/10/7/2010 - To consider the recommendation of the Committee for making provision of infrastructure to Study Centre out of plan grants of state government.
12. BM/11/7/2010 - To consider the recommendation of the Committee on the fixation of rate of sitting allowance of the members of the Statutory Selection Committees.
13. BM/13/7/2010 - To consider the implementation of revised house rent allowance admissible to state government employees.



PROCEEDINGS OF THE SEVENTH MEETING OF THE BOARD OF MANAGEMENT HELD ON 13-05-2010.

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

While extending warm welcome to all the members of the Board, the Vice-Chancellor apprised the members of the following information.

- 1) His Excellency, the Governor of Assam convened a meeting of the Vice-Chancellors of the Universities of the state on 27th April, 2010, to sort out the problems of the Universities and to discuss about the state government support by way of increase in grants-in-aid, creation of posts, development of infrastructure besides academic issues for rejuvenation of higher education in the state. Hon'ble Education Minister and high officials of Higher Education and Finance Departments also attended the meeting. The problems of KKHSOU in regard to non-receipt of adequate non-plan grants, allotment of land, approval of creation of posts etc. were highlighted in the meeting and Hon'ble Chancellor directed the appropriate state government departments to take desired action.
- 2) Since Professor Muhammad Yunus expressed his inability to attend the Foundation Day of the University due to his pre-occupation, Dr. Narendra Jadhav, member of the Planning Commission and former Vice-Chancellor of Pune University has been requested to be the Chief Guest and to deliver the Foundation Day Lecture. Dr. Jadhav has kindly consented to attend the programme.

Resolution No. BM/7/1/2010

Resolved that the information placed by the Vice-Chancellor be noted

Agenda item No. 2: To consider the confirmation of the proceeding of the 6th meeting of the Board of Management held on 06-03-10 (Annexure-I)

Placed before the Board of Management for approval

Resolution No. BM/7/2/2010

Resolved that the proceeding of the meeting of the Board of Management held on 06-03-10 (Annexure-I) be confirmed

Agenda item No. 3: To report about the action taken on the decision of the meeting of Board of Management held on 26-10-09.

Action Taken Report

Ref - Resolution No. BM/5/5/2009

Amendment to clause 3 (viii) of the Ordinance 7.

Action Taken - The draft amendment passed by the Board of Management has already been sent to the Government in the Higher Education Deptt. vide KKHSOU/AC/62/2007/106 dated 12-11-09

Ref - Resolution No. BM/6/5/2009

Regarding approval of the maximum expenditure of Rs. 2 lakhs for holding the 9th ISCC.

Action Taken - ISCC 2009 was held successfully during 20-24 December 2009. After receipt of the formal

letter of assurance for sanction of Rs. 15.5 lakhs from the Director, National Science & Technology Communication (NSTC), Govt. of India coupled with the assurance of sponsorship from S.B.I., Beltola amounting to Rs. 50000/-, the university's own expenditure could be limited to only Rs. 77,000 (approximately)

Ref:- Resolution No. BM/9/5/2009

Regarding approval for establishment of the Centre for Internal Quality Assurance (CIQA) and appointment of Dr. M.C. Sarma, OSD (Academic) as the Director, CIQA

Action Taken :- Centre for Internal Quality Assurance (CIQA) was set up vide No. KKHSOU/PF/03/2009/7 dated 31-10-09 and Dr. M.C. Sarma has been appointed as Director, CIQA vide No. KKHSOU/PF/03/2009/8 dated 31-10-09

Ref:- Resolution No. BM/10/5/2009

Regarding approval of the draft of the undertaking in the prescribed format of DEC required to be sent along with the proposal for sanction of grant from DEC

Action Taken :- The draft undertaking has already been sent to the DEC along with the relevant resolution of the Board of Management and also the proposal for construction of the Audio-Visual Broadcasting Centre of the university vide KKHSOU/Planning & Development/61/2009/16 dated 31-12-09.

Resolution No. BM/7/3/2010

Resolved that the action taken report be noted

Agenda Item No. 4: To apprise the decision of the meeting of the Academic Council held on 13-05-10

Registrar placed before the meeting the decision of the meeting of the Academic Council held on 13-05-10 for appraisal.

Resolution No. BM/7/4/2010

The Board of Management discussed the recommendations of the meeting of the Academic Council held on 13-05-10 and resolved that the recommendations of the Academic Council including the panels of experts for selection of academic posts be approved.

Agenda item No. 5: To consider a note placed by Vice-Chancellor on the service of present Registrar incumbent.

Note from Vice-Chancellor

As per the Section 36 of the University Act, 2005, (as amended upto date) the first Registrar and first Finance Officer were appointed by the Government of Assam. The first Registrar incumbent Sri Rajat Baran Mahanta, ACS, joined this University on 11th July, 2007 on deputation and will complete 3 years of his deputation on 10th July, 2010. The University could move in a fast track for the very efficient service rendered by Shri Mahanta. If Shri Mahanta has to leave the University on completion of his three year deputation term at this take-off stage, the University will be badly affected as it will take pretty long time for a new incumbent to learn and get accustomed to the responsibilities and duties of Registrar in the ODL system. Hence, I place before the Board of Management to consider my request to extend the service of the present incumbent Shri Rajat Baran Mahanta for a period of another two years and accordingly State Government may be requested. In fact, the term of a

Registrar is fixed at 5 years as per the Statutes.

Sd/-
Srinath Baruah
Vice-Chancellor

Placed before the Board of Management for a decision.

The Board of Management appreciated the view of the Vice-Chancellor and approved the proposal to extend the service of present incumbent Registrar Rajat Baran Mahanta for another two years and adopted the following resolution.

Resolution No. BM/7/5/2010

Resolved that the service of the present incumbent Registrar Rajat Baran Mahanta, ACS, who was on deputation be extended for another two years with effect from 11th July, 2010 in the best interest of the University.

It is further resolved to request the government of Assam to extend the deputation of Shri Mahanta for another two years with effect from 11th July, 2010.

Agenda Item No. 6: To consider the redesignation of the posts of Lecturer and Reader as Assistant Professor and Associate Professor respectively.

The UGC has recommended to rename the designation of Lecturer and Reader as Assistant Professor and Associate Professor respectively to maintain all-India uniformity of the cadre. UGC also recommends the revised scale of pay against the posts of Assistant Professor, Associate Professor and Professor only. In view of the above, it is desirable to rename the posts of Lecturer and Reader as Assistant Professor and Associate Professor respectively.

Placed before the Board of management for a decision

Discussed the matter in detail and accepted the proposal of redesignating Reader and Lecturer by adopting the following resolution.

Resolution No. BM/7/6/2010

Resolved that the posts of Readers and Lecturers henceforth be re-designated as Associate Professors and Assistant Professors respectively.

Agenda Item No. 7: To consider the approval of UGC scale of pay to the teachers and officers recommended by state government.

The state government vide Finance Department Notification dated 11-05-10 recommended UGC scale of pay to teachers and officers in the rank of Assistant Registrar and above.

Placed before the Board of Management for approval

Resolution No. BM/7/7/2010

After discussion in detail, The Board of Management resolved that UGC scale of pay to teachers and officers of the University be implemented as per Notification No. dated 11-05-10 of the state government

It is further resolved to request the State Government to release adequate fund for implementation of

UGC scale of pay

Agenda item No. 8: To consider the recommendation of Selection Committee for selection of Assistant Professors (Lecturers) in Mass Communication, Computer Science and Commerce.

Registrar placed before the Board of Management the recommendations of Selection Committees for selection of Assistant Professor (Lecturers) in Mass Communication, Computer Science and Commerce. Relevant personal data of all the candidates who appeared for interview were also placed before the Board. After examination of all the information and discussion on the Selection Committee's recommendations, the meeting adopted the followings-

Resolution No. BM/7/8/2010

a) Resolved that Dr. Ankuran Dutta be appointed Assistant Professor with six advanced increments including those for Ph.D., if any.

b) Resolved further that Ms. Tapashi Kashyap Das and Shri Arabinda Saikia be appointed Assistant Professor in Computer Science with the condition that they will get increments only after obtaining NET/SLET or Ph.D.

c) As the Selection Committee did not recommend anyone for the post of Assistant Professor in Commerce, it is resolved that the post be re-advertised.

It is also resolved that appointment letters be issued to the appointees without waiting for confirmation of the resolutions in the next meeting.

Agenda item No. 9: To consider the creation of posts of faculty and non-teaching staff.

A Committee comprising of Vice-Chancellor, OSD (Academic) and Registrar recommended the creation of a few posts of faculty keeping in view of the recognition of various academic programmes by various Apex Bodies like UGC, DEC, AICTE, NCTE etc., introduction of new academic programmes, shifting towards semester system, introduction of research programmes etc. The Committee recommended the creation of the following posts of faculty and non-teaching staff with justification and rationale given in **Annexure –II**

1. Posts of Professor

(i) Social Sciences - one	(ii) Humanities - one
(iii) Management - one	(iv) Computer Science - one
(v) Mass Communication - one	
2. Posts of Reader

(i) Social Sciences - two	(ii) Humanities - one
(iii) Commerce - one	(iv) Computer Science - one
(v) Mass Communication - one	
3. Posts of Lecturer

(i) Assamese - one	(ii) English - one
(iii) Management - one	(iv) Lecturer (Translation)-one
(v) Education (Teachers' training) -three	
(vi) Distance Education - one	
4. Non teaching staff

(i) Accounts Officer - one	
(ii) Audio-Visual Production Technician-two	
(iii) Data entry operator - two	
(iv) Packing and delivery boy - two	
(v) Cleaner - one	

Resolution No. BM/7/9/2010

After detailed discussion, the Board of Management resolved to create the following posts of teaching and non-teaching staff and directed University administration to move the state government for approval.

1. Posts of Professor

- | | | | |
|-------------------------|-------|-----------------------|-------|
| (i) Social Sciences | - one | (ii) Humanities | - one |
| (iii) Management | - one | (iv) Computer Science | - one |
| (vi) Mass Communication | - one | | |

2. Posts of Reader

- | | | | |
|------------------------|-------|-----------------------|-------|
| (i) Social Sciences | - two | (ii) Humanities | - one |
| (iii) Commerce | - one | (iv) Computer Science | - one |
| (v) Mass Communication | - one | | |

3. Posts of Lecturer

- | | | | |
|------------------------|-------|-------------------------------------|--------|
| (i) Assamese | - one | (ii) English | - one |
| (iii) Management | - one | (iv) Education (Teachers' training) | -three |
| (v) Distance Education | - one | | |

4. Non teaching staff

- | | |
|--|-------|
| (i) Accounts Officer | - one |
| (ii) Translator | - one |
| (iii) Audio-Visual Production Technician | -two |
| (iv) Data entry operator | - two |
| (v) Packing and delivery boy | - two |
| (vi) Cleaner | - one |

Agenda item No. 10: To consider the constitution of a Committee to prepare draft advertisement for the post of Finance Officer

As per the provision of the Section 6 of the University Act, 2005 (as amended upto date) the first Finance Officer was appointed by the Government of Assam on 24-08-07 for a period of three years (on part time basis). His term will be over on 23-08-10. It is desirable to have a full time Finance Officer on completion of his term. A sub-committee of the Board of management may be constituted to prepare draft advertisement for the post of Finance officer to start the process of recruitment to the post.

Placed before the Board of Management for a decision.

Resolution No. BM/7/10/2010

Resolved that a sub-committee be constituted with the following members to prepare draft advertisement for the post of Finance Officer

1. Dr Kandarpa Das
2. Shri G Borthakur
3. Registrar, Convener

Agenda Item No. 11: *To consider the recommendation of the Committee for making provision of infrastructure to Study Centre out of Plan Grants*

Vice-Chancellor constituted a Committee to recommend the criteria for providing the minimum infrastructure to the Study Centres of the University out of the Plan Grant, 2010-11. The report of the Committee (**Annexure-III**) is placed before the Board of Management for consideration and decision.

Resolution No. BM/7/11/2010

Discussed the report of the Committee and resolved approve the proposal of providing fund for infrastructural facilities (mainly furniture) to the Study Centres on the basis of the following criteria

1. Rs. 15,000/- to those centres having total enrolment in between 120-150
2. Rs. 20,000/- to those centres having total enrolment in between 151-200
3. Rs. 25,000/- to those centres having total enrolment more than 200

Agenda Item No. 12: *To consider the recommendation of the Committee on the rates of sitting allowance to be paid, to the members of the Statutory Selection Committees*

Vice-Chancellor constituted a Committee to recommend the rate of sitting allowance for the members of the Statutory Selection Committees and also the rate of remuneration to be paid to the external subject expert for evaluation (preliminary screening) prior to the interview of the applicants. The report of the Committee (**Annexure-IV**) is placed before the Board of Management for consideration and decision.

Discussed the recommendation of the Committee and adopted the following resolution

Resolution No. BM/7/12/2010

Resolved that

- (1) The members of the Statutory Selection committee for teachers and officers will be paid Rs. 1500/- as sitting allowance besides TA as per University rules.
- (2) The subject experts, who are requested to do the preliminary assessment based on which candidates will be called for interview for selection of teachers and officers, will be paid at the rate according to the number of application as follows -
Upto 10 (ten) applications – Rs.1000/-
Above 10 (ten) applications @ Rs. 100/- per additional application subject to a maximum of Rs. 2500/- for the entire work.

Agenda Item No. 13: *To consider the implementation of revised house rent allowance admissible to state government employees.*

The state government vide its Finance Department Notification No. FM.5/2010/02 dated 19th February, 2010 fixed the house rent allowance of its employees serving in Guwahati/ Dispur at 15% of the basic pay with a minimum of Rs. 1250 and maximum of Rs. 6000/- per month. Since the University follows the government rate of house rent allowance, medical allowance etc. it would be appropriate to fix the house rent allowance of the employees at the state government rate.

Placed before the Board of Management for approval

Discussed the matter in detail and adopted the following resolution

Resolution No. BM/7/13/2010

Resolved that the employees of the University will be entitled to draw house rent allowance at 15% of the basic pay subject to minimum of Rs. 1250/- and maximum of 6000/- as per the state government rate admissible to the employees serving in Guwahati/Dispur

Agenda Item No. 14: Extension of the service of Sri Sudhir Ch. Dasgupta, Section Officer w.e.f. 01/04/10

The service of Sri Sudhir Ch. Dasgupta as Section Officer was extended by a year by the Resolution No. BM/18/4/2009 of the Board of Management upto 31-03-10. Though there is proposal for sanction of the posts of Section Officer, it is yet to be sanctioned. However the process of filling up of the posts of Assistant Section Officer, which have already been sanctioned, has not been initiated till date. So the continuation of the service of Sri Dasgupta as Section Officer is very essential for now. Accordingly it is proposed to extend the services of Shri Sudhir Dasgupta by another one year w.e.f. 01-04-10.

Discussed the necessity of extension of service of Sri Sudhir Ch. Dasgupta, presently working as the only Section Officer of the University and adopted the following resolution

Resolution No. BM/7/14/2010

Resolved to extend the service of Sri Sudhir Ch. Dasgupta, Section Officer on contract, by one year w.e.f. 01-04-10


Registrar


Vice Chancellor