



Proceedings of the 13th Meeting of the Board of Management to be held on 26th April, 2012

Members present :

1. Vice-Chancellor - Chairman
2. Professor M. Taher, Member
3. Professor T. R. Taid, - do -
4. Professor M. Brahma, - do -
5. Mrs. Ahalaya Gogoi, - do -
6. Professor I. M. Das, - do -
7. Dr. P. K. Choudhury, - do -
8. Shri A. M. Mazumdar, - do -
9. Shri G. Borthakur, - do -
10. Registrar - Member Secretary

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

While extending a very warm welcome to the members of the Board, particularly new member Shri Abdul Muhib Mazumdar, the Vice-Chancellor apprised the Board of the following development since the holding of the last meeting of the BoM.

1. His Excellency the Governor of Assam convened a meeting of the Vice-Chancellors of the Universities of the State on 28th. February, 2012, held at Raj Bhavan Annexe to discuss the problems of the concerned Universities. The meeting was attended by the Vice-Chancellors of six Universities besides the Hon'ble Education Minister. The problem of not getting fund for the salary during 2011-12 and also non-receipt of approval of some teaching and non-teaching posts were highlighted in the meeting. The immediate need of the University to shift to its own campus was also specially mentioned to avoid possible de-recognition by UGC and DEC as running of an University from its own permanent campus is mandatory for recognition. Hon'ble Education Minister was requested to provide adequate non-plan grant for salary and also special development grant as per the Master Plan for the permanent campus at Rani during the financial year 2012-13.
2. The Vice-Chancellor also drew the attention of the Board that the State budget has not made any provision for payment of salary for KKHSOU during the current financial year 2012-13. The Vice-Chancellor, however, informed that the State

budget has made provision of Rs. 1.65 crores for library under non-plan head and Rs. 3.5 crores under plan head.

3. The Board was also apprised that the University took possession of land purchased at Jorhat for its Regional Centre . The Vice-Chancellor, Registrar, OSD (Academic) and relevant government officials were present at Jorhat at the time of taking possession on 4th. March, 2012.
4. The Vice-Chancellor also apprised the members of the Board of the status of the launching of two-year Diploma programme on Elementary Teachers Training . The University representatives namely, Registrar and OSD (Academic) , along with the Mission Director of Sarba Sishkha, GoA, had two rounds of discussion with the officials of NCTE and MHRD at New Delhi on 12-04-2012 and 24-04-2012

The Board noted the remarks of the Vice-Chancellor on the above mentioned issues. Honourable members of the Board, particularly Shri Abdul Muhib Mazumdar, Professor I.M. Das and Professor M. Taher enquired about the procedure for submission of the budget proposal in order to have an idea at whose level the lapse might have occurred. They were of the opinion that the Commissioner of Higher Education, who is also a member of the Board, should be entrusted with the responsibility to suggest the manner in order to avoid such recurrence in future. The Board however expressed its unhappiness for not allotting funds by the State government for salary against the sanctioned posts for two consecutive financial years, 2011-12 and 2012-13 and resolved as follows.

Resolution No. BM/2012/13/1: *Resolved that the State government be urged upon to increase the non-plan grant under the Supplementary Demand (SD) in the current financial year and also provide adequate budgetary support in subsequent financial years as it needs adequate support from State government at its infancy.*

Agenda item No. 2: To consider the confirmation of the proceedings of the last meeting of the Board of Management held on 4th November, 2011;

The draft proceedings of the meeting of the Board of Management held on 4th November, 2011 was circulated among the members a few days after the meeting for comments and corrections on the draft, as per suggestion of the esteemed members during the discussion, so that early action could be taken as per the decisions. The final version of the proceedings of the meeting after incorporating the corrections/comments from a few members is placed before the Board for consideration for approval. (Annexure –I)

Resolution No. BM/2012/13/2 : *The Board of Management after detailed discussion confirmed the proceedings of the twelfth meeting held on 4th. November, 2011 and resolved that the proceedings of twelfth meeting of the Board of Management be confirmed.*

Agenda item No. 3: To apprise the action taken on the decisions of the Board of Management by the Registrar;

Registrar placed before the Board of Management the action taken report on the decisions of the last meeting of the BoM held on 4th. November, 2011 for appraisal. (Annexure-II).

Resolution No. BM/2012/13/3 : *After hearing the Registrar, the Board of Management resolved that the action taken report on the decisions of Twelfth meeting of BoM be noted.*

Agenda item No. 4: To consider the ex-post-facto approval of the budget for 2012-13 passed by the Finance Committee.

The Finance Committee in its meeting held on 6th. January, 2012, finalised and passed the annual budget of the University for the financial year 2012-13. As the meeting of the Board could not be held in time, the budget duly finalised and passed by the Finance Committee was forwarded to the State Government for necessary action pending formal approval of the Board of Management. The budget, 2012-13, is placed before the Board of Management for ex-post-facto approval (Annexure-II)

Resolution No. BM/2012/13/4: *Resolved that the University budget for 2012-13 passed by the Finance Committee be given ex-post-facto approval.*

Agenda item No. 5: To consider the Report of the Committee on Policy for Recruitment of Non-Teaching Staff (Deferred item in the 12th. Meeting of BOM):

The Vice-Chancellor vide his Office Notification dated 30-9-2011 constituted a Committee with the following members to frame the draft of a Regulation for the recruitment and promotion of non-teaching supporting staff of the University

- 1 Registrar - Chairman
- 2 Professor T. R. Taid, Member BoM
- 3 Finance Officer
- 4 Officer on Special Duty (Academic)
- 5 Dr. Ankuran Dutta, Assistant Professor, Mass Communication
- 6 Ms. Smritisikha Choudhury Barman, Assistant Professor, Management
- 7 Assistant Registrar - Convener

with the following terms of reference

- (i) To identify the posts to be solely promotional and solely to be directly recruited;
- (ii) To suggest the appropriate percentage of posts in a given rank for direct recruitment and internally promoted;
- (iii) To suggest qualification, age and experience for directly recruited persons and internally promoted persons for different levels of posts
- (iv) To suggest the procedure for direct recruitment of grade -II, grade-III and grade-IV employees
- (v) Any other relevant points the Committee considers fit to recommend

The Committee after detailed discussion in a number of sittings finalised the draft of the Regulation entitled "Krishna Kanta Handiqui State Open University Supporting Services (Recruitment Procedure) Rules 2012", which is placed before the Board of Management for consideration and approval. **(Annexure-III)**

Resolution No. BM/2012/13/5 : *After detailed discussion of the Report, the Board of Management resolved to accept the Report on Regulation for the Recruitment and Promotion of non-teaching staff (Grade – C and D) with the following modifications*

Agenda item No 6 : **To consider the acceptance of the resignation of the Deputy Registrar (examinations)**

Dr. Dharmendra Nath, Deputy Registrar (Examination), who was on lien from his substantive post of Associate Professor in Goalpara College, resigned from the post of Deputy Registrar (Examinations) to join his new assignment as Principal of S. B. Deorah College, Guwahati. The Vice-Chancellor released him from the post to enable him to join his new assignment pending approval of the Board of Management.

Placed before the Board of Management for ex-post-facto approval of the release.

Resolution No. BM/2012/13/6 : *Resolved that the Vice-Chancellor's action of releasing the Deputy Registrar (Examinations) incumbent Dr. Dharmindra Nath to enable him to join as Principal of S.B. Deorah College be approved.*

Agenda item No 7: **To consider the approval of the development and construction of boundary wall on the land recently acquired by way of purchase for setting up of Regional Centre at Jorhat.**

The University with the approval of the Board recently purchased a plot of land measuring 6(six) kathas at Jorhat. The possession of the land was taken on 03/03/12 in the presence of Vice-Chancellor, Registrar and OSD(Academic) and other government officials. The land is required to be developed for the purpose of construction by way of earth filling by about 2(two) feet from the present ground level. A portion of the plot is wet and slightly low lying and therefore, it is proposed to be filled up by about 200 (two hundred) numbers of truck (8 cm per truck) of earth in this part of land. Considering the urgency, the earth filling job is given to a local party at a competitive rate with the approval of Vice-Chancellor. Moreover, since two sides (north and east) of the land are bound by private land, it is necessary that boundary wall be constructed to prevent encroachment.

It is therefore placed before the Board for consideration and approval of the earth filling and raising of boundary wall on the land at Jorhat at PWD rate or less than PWD rate.

Resolution No. BM/2012/13/7 : *Resolved that the action taken by the Vice-Chancellor for earth filling and erecting of fencing on that part of the boundary,*

where the possibility of encroachment lies, be approved. However, any permanent construction on the land for setting up the Regional Office should be done following due procedure only.

Agenda item No 8: To consider the hiring of a building for the Regional Centre at Jorhat till the University completes the construction of its own building on the recently purchased land ;

Development of the land and subsequent construction for setting up the Regional Centre will at least take a year or two. On the other hand, for regular monitoring and supervision of the Study Centres in general, overseeing and supervision of the examination centres during the time of holding the major examination in particular, setting up of the Regional Centre cannot wait for the construction works to complete. Accordingly, correspondences have been made with a private house owner for hiring three floors of a newly constructed three stored building located almost in the middle of the town at a monthly rent of 30,000/- only. The University may also give an advertisement in the local newspaper inviting quotation per square feet in case the building cannot be hired at mutually agreed condition.

Placed the proposal before the Board for discussion.

Resolution No. BM/2012/13/8 : *After detailed discussion, it was resolved that an advertisement may be issued in a local daily of Jorhat, preferably The Janambhumi, inviting rates per square feet for rented building for the office specifying requirement of size of rooms , total space and location.*

Agenda item No 9: To consider hiring of space from Assam Warehousing Corporation for utilisation by the SLM Section of the University

There has been acute shortage of space for the University staff. To cope with the growing academic activities of the University, additional manpower is necessary. But the space at the disposal of the University cannot provide accommodation for any additional staff.

So, in order to shift the SLM Section, which occupies a major portion of the present building, Assam State Warehousing Corporation was requested to lease out some space (2,301 sq. fts.) at their rate of Rs 11.81/- only per sq. ft. per month and service tax & education cess as per Govt. rule as applicable. Negotiation on the proposal is still going on.

Placed before the Board for information and approval

Resolution No. BM/2012/13/9: Resolved that subject to successful negotiation on the terms and conditions, the University's move to acquire warehouse space at Six-Mile from the Assam State Warehousing Corporation be approved.

Agenda item No 10: To consider the recommendation of the Selection Committee for the appointment of the following teaching posts.

Following the advertisement calling for applications, shortlisting of the applicants based on the Experts view on the subject was done, and the Statutory Selection Committee for selection of teachers interviewed the shortlisted candidates. The recommendation of the Selection Committee were placed before the Board for consideration and approval-

- (a) Assistant Professor in Political Science
- (b) Assistant Professor in Economics
- (c) Assistant Professor in Philosophy
- (d) Assistant Professor in Commerce
- (e) Assistant Professor in Sanskrit
- (f) Assistant Professor in Education
- (g) Assistant Professor in History

Resolution No. BM/2012/13/10 : Resolved that the following persons be appointed as Assistant Professors in the posts shown against their names as per the recommendations of the Selection Committee

Sl. No.	Name of the Person	Name of the post
1	Dr. Abhijit Bhuyan	Assistant Professor in Political Science
2	Shri Bhaskar Sharma	Assistant Professor in Economics
3	Dr. Bhaskar Bhattacharjya	Assistant Professor in Philosophy
4	Shri Debajit Goswami	Assistant Professor in Commerce
5	Dr. Indrani Deka	Assistant Professor in Sanskrit
6	Shri Ritimoni Bordoloi	Assistant Professor in Education

The decision of the Selection Committee for not recommending any candidate for appointment to the post of Assistant Professor in History was also approved .

Agenda item No 11: To consider the recommendation of the Selection Committee for the appointment of the following administrative posts

The Statutory Selection Committee for selection of officer and non-teaching staff interviewed the shortlisted candidates, who had applied for the job subsequent to the issue of advertisement calling for application for the post. The recommendations of the Selection Committee are placed before the Board for consideration and approval-

- (a) Deputy Director, Multi-media
- (b) Deputy Registrar (Examinations)
- (c) Secretary to the Vice-Chancellor
- (d) Private Secretary to the Registrar

Resolution No. BM/2012/13/11 : Resolved that the following persons be appointed in the posts shown against their names as per the recommendations of the Selection Committee

1. Dr. Ankuran Dutta in the post of Deputy Director, Multi-media

2. *Dr. Lohit Hazarika in the post of Deputy Registrar (Examinations)*

Also resolved that the decision of Selection Committee for not recommending any candidate for appointment to the posts of Secretary to Vice-Chancellor and Private Secretary to Registrar be approved.

Agenda item No 12: Revision of daily wage for Grade-III and Grade-IV staff

The present rate of daily wage at which Grade-III and Grade-IV employees are paid for working on holidays and also workers engaged on daily wage basis is same, that is Rs. 150/- per day. This was fixed on 06-03-10 by a decision of BoM, when the government rate of daily wage was Rs. 130/- per day since revised. In view of the revision of the government daily wage coupled with difficulty in getting wage earners to work at the present rate, it is proposed to enhance the present rate of daily wage from Rs. 150/- to Rs. 200/-.

Placed before the Board for consideration and approval.

Board of Management after detailed discussion, felt that the proposed enhancement was justified and there should be certain difference in the rates of daily wages of Grade-III and Grade-IV employees as the nature of jobs are different and resolved that

Resolution No. BM/2012/13/12 : *The daily wage of Grade-III employees be fixed at Rs. 220 per day and that of Grade-IV employees be fixed at Rs. 200 per day.*

Agenda item No 13: To consider the approval of examination results

Registrar placed the results of the examination published after the 12th meeting of BoM for ex-post-facto approval (**Annexure-IV**)

Resolution No. BM/2012/13/13 : *Resolved that the declaration of the results of the following examinations be approved.*

Sl. No.	Name of Examination	Held in	Result declared
1	Bachelor of Commerce (B.Com.) 2 nd year	July, 2011	19-12-2011
2	Bachelor of Mass Communication (BMC) 2 nd . Year	July, 2011	19-12-2011
3	Bachelor of Arts (B.A.) 2 nd . Year	July, 2011	05-01-2012
4	Master of Business Administration(MBA) 1 st . Semester	Sept., 2011	27-02-2012
5	Master of Computer Application (MCA) 1 st . Semester	Sept., 2011	27-02-2012
6	Master of Mass Communication (MMC) 1 st Semester	Sept., 2011	27-02-2012
7	Post-graduate Diploma in Human Resource Management (PGDHRM) 2 nd . Semester	Sept., 2011	30-01-2012
8	Post-graduate Diploma in Broadcast Journalism (PGDBJ) 2 nd . Semester	Sept., 2011	27-02-2012
9	Post-graduate Diploma in Hotel and Tourism Management (PGDHTM) 2 nd . Semester	Sept., 2011	27-02-2012
10	Post-graduate Diploma in Mass Communication (PGDMC) 2 nd . Semester	Sept., 2011	27-02-2012
11	Post-graduate Diploma in Computer Application (PGDCA) 1 st . Semester	Sept., 2011	27-02-2012
12	Post –graduate Diploma in Business Management (PGDBM) 1 st . Semester	Sept., 2011	27-02-2012
13	Diploma in Computer Hardware and Networking (DCHN) 2 nd . Semester	Sept., 2011	27-02-2012
14	Diploma in Journalism and Mass Communication (DJMC)	Sept., 2011	27-02-2012

15	Diploma in Creative Writing in English (DCWE)	Sept., 2011	27-02-2012
16	Diploma in Hotel Management (DHM)	Sept., 2011	27-02-2012
17	Diploma in Tourism Management (DTM)	Sept., 2011	27-02-2012
18	Certificate in Computer Hardware (CCH)	Sept., 2011	27-02-2012
19	Certificate in Computer Networking (CCN)	Sept., 2011	27-02-2012
20	Certificate in Security Personnel (CSP) 6 th . Batch	Nov. , 2011	29-01-2012

Agenda item No. 14: Automation of the processing of admission, examination and declaration of examination results

The Board of Management in its meeting held on 31-07-2010 vide Resolution No. BM/2010/8/8 decided to allot the work of providing the hardware, software and training for in-house automation of the process of admission, holding of examinations and declaration of examination results to M/S Exxon Automation Private Limited, Mumbai. The cost of the automation was about Rs. 48 lakhs and the proposal was sent to North Eastern Council through the Government of Assam. The NEC has not approved the proposal till now. The University also wrote to the NEC to expedite the process of sanction but nothing had come out.

Since the number of learners was about 58,000 during 2011-12 and the University had to conduct about forty examinations at the moment during a year, and since the enrolment would be about 80,000 in the ensuing academic session, 2012-13, the University would require to switch over to automation immediately.

In view of the above, it was proposed that the University may immediately issue the work order to the selected firm utilising a part of the Special Central Assistance of Rs. 3.5 crores.

Placed before the Board of Management for consideration and approval.

Resolution No. BM/2012/13/14 : *After detailed discussion , the Board agreed to the proposal and resolved that the process of automation be immediately started by issuing work-order to the selected firm.*

Agenda item No. 15 : Reimbursement of POL to Vice-Chancellor

The Management Committee (Committee constituted by Vice-Chancellor as per the provision of the University Act before the constitution of the first Board of Management) in its meeting held on 4-10-2007 vide Resolution No. 7/4/2007 decided to reimburse the cost of POL of Vice-Chancellor to the extent of 150 litres per month for the time being at that time. The activities of the University had increased manifolds in the last five years requiring frequent movement of Vice-Chancellor within greater Guwahati including visit to and fro LGB Airport, permanent campus at Rani, Governor's House, local Study Centres and also attending other meetings etc. for which the Vice-Chancellor does not claim any Travelling allowance. The Vice-Chancellor had to spend from his own pocket a part of the cost of fuel for official car as the upper limit was fixed at 150 litres per month.

In view of the above, it was proposed that the upper limit of POL per month might be increased to 250 litres from 150 litres per month so that the Vice-Chancellor

would not bear additional cost of fuel from his own pocket for discharging official responsibilities.

Placed before the Board of Management for consideration of approval

Resolution No. BM/2012/13/15 : *Resolved that the upper limit of POL for Vice-Chancellor's vehicle be increased to 250 litres per month.*

Agenda item No. 16 : Extension of service of OSD (Examinations)

The Board of Management in its earlier meeting approved the extension of the service of Shri P. B. Lahkar upto 10th. April, 2012. The Vice-Chancellor has extended his service till the matter was placed in the BoM for formal approval. Since there was no responsible officer except the OSD (Examinations) in the conduct and declaration of results of more than forty examinations in a year at the moment, it was requested that his service needed to be extended for another period to be decided by the BoM. Incidentally, the present incumbent Shri P. B. Lahkar would complete 65 years of age on 31st. January, 2013.

Placed before the Board of Management for consideration and approval.

Resolution No. BM/2012/13/15 : *Discussed the proposal in detail and resolved that the service of OSD(Examinations) be extended upto 31st. January, 2013, for now.*

The meeting ended with a vote of thanks by the Vice-Chancellor.


Registrar


Vice-Chancellor