



Annexure - I

KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

Proceedings of the 22nd Meeting of the Board of Management held on 5th May, 2014

Members present:

1. Vice Chancellor – Chairperson
2. Professor M. Taher
3. Professor P. K. Goswami
4. Professor T.R. Tald
5. Mrs. Ahalya Gogol
6. Sri A.M. Mazumdar
7. Professor I. M. Das
8. Sri G. Borthakur
9. Dean (Academic)
10. Dean (Study Centre)
11. Registrar – Member Secretary

1. Agenda Item No. 1: Introductory remarks by Vice Chancellor

While extending a warm welcome to all the Hon'ble members to the meeting, the Vice Chancellor apprised the Board of Management of the following developments.

- i) The Competition Success Review (CRS) has conferred this University with "**CRS Top Distance Learning of India Award, 2014**".
- ii) The total number of learners enrolled in all programmes during 2013-14 has crossed 1 lakh, the actual number being 1,01,091.
- iii) Professor Andre Betelle has agreed to deliver the 8th Foundation Day Lecture.
- iv) Convocation date has not been finalized as Professor Swaminathan has not suggested a date. The convocation gown for 800 awardees and 40 dignitaries have been purchased as a permanent asset for this annual event.
- v) No grant has yet been received from the government of Assam for payment of salary during 2013-14.

Resolution No. BM/22/1/2014: *Resolved that the Vice Chancellor's introductory remarks be noted. The Board also resolved to place on record the appreciation for the University's success in receiving a national award for excellence in distance learning in quick succession after the international award earlier received from Commonwealth of Learning*

2. Agenda Item No. 2 :To consider the confirmation of the proceedings of the 21st meeting of the Board of Management held on 30th December, 2013.

The draft proceedings of the 21st meeting of the Board of Management held on 30th December, 2013 is placed before the Board of Management for consideration for confirmation. (Annexure-I)

Resolution No. BM/22/2/2014: *Resolved that the proceedings of the 21st meeting of the Board of Management held on 30th December, 2013 be confirmed with the correction of the typographical errors.*

3. **Agenda Item No. 3:** *To apprise the action taken report on certain urgent items of decisions of the 21st meeting of the Board of Management.*

The report on the actions taken on certain items of the decisions of the meetings of the BoM held on 30th December, 2013, is placed before the Board of Management by the Registrar for appraisal. (Annexure-II).

Resolution No. BM/22/3/2014: *Resolved that the action taken report placed by the Registrar be noted.*

4. **Agenda Item No. 4 :** *To consider the approval of the budget of the first Convocation.*

The various Convocation Sub-Committees have proposed the following budget estimates for successful holding of the first Convocation of the University:

Committees	Proposed budget (in Rs. lakh)
1. Invitation and Accommodation Committee	4.50
2. Hall Arrangement and Decoration Committee	2.00
3. Robing and Procession Committee	9.00
4. Reception and Refreshment Committee	1.60
5. Media and Publication Committee	2.00
6. Volunteer Committee	0.50
7. Transport Committee	0.30
8. Certificate and Award Committee	3.50
9. Finance Committee (contingency fund)	1.60
Grand total	25.00

Placed before the Board for approval.

Resolution No. BM/22/4/2014: *Resolved that the budget of Rs. 25.00 lakh (including purchase of gown and mortar board academic for learners and officials attending Convocation) be approved.*

5. **Agenda Item No. 5:** *To consider the approval of the recommendation of the Selection Committee for the appointment to the post of Systems Analyst*

The recommendation of the Selection Committee chaired by the Vice Chancellor held on 24-02-2014 is placed in the meeting of the Board. The Selection Committee recommends the names of the following candidates in order of preference for appointment

1. Shri Binod Deka
2. Shri Vinod Ujjal Baruah

Resolution No. BM/22/5/2014: *Resolved that the recommendation of the Selection Committee be accepted and that Shri Binod Deka be appointed as Systems Analyst.*

Resolved further that the appointment letter be issued as per the terms of appointment under the University rules without waiting for confirmation. The appointment shall be for the period as per the provision in the ordinance with a period on probation for one year.

6. **Agenda Item No. 6:** To consider the approval of the recommendation of the Selection Committee for the appointment to the post of Assistant Professor in Sociology

The recommendation of the Selection Committee chaired by the Vice Chancellor held on 24-03-2014 is placed in the meeting of the Board. The Selection Committee recommends the names of the following candidates in order of preference for appointment

1. Ms. Dola Borkataki
2. Ms. Stuti Parashar
3. Ms. Rajashree Saharla

Resolution No. BM/22/6/2014: **Resolved** that the recommendation of the Selection Committee be accepted and that Ms. Dola Borkataki be appointed as Assistant Professor in Sociology. **Resolved** further that the appointment letter be issued as per the terms of appointment under the University rules without waiting for confirmation. The appointment shall be for the period as per the provision in the ordinance with a period on probation for one year.

7. **Agenda Item No. 7:** To consider the approval of the recommendation of the Selection Committee for the appointment to the post of Assistant Professor in Teacher Education

The recommendation of the Selection Committee chaired by the Vice Chancellor held on 29-03-2014 is placed in the meeting of the Board. The Selection Committee recommends the names of following candidates in order of preference for appointment

1. Ms. Debajani Duorah
2. Ms. Yasmin Sultana
3. Ms. Dipannita Sahariah

Resolution No. BM/22/7/2014: **Resolved** that the recommendation of the Selection Committee be accepted and that Ms. Debajani Duorah be appointed as Assistant Professor in Teacher Education. **Resolved** further that the appointment letter be issued as per the terms of appointment under the University rules without waiting for confirmation. The appointment shall be for the period as per the provision in the ordinance with a period on probation for one year.

8. **Agenda Item No. 8 :** To consider the approval of the recommendation of the Selection Committee for the appointment to the post of Assistant Registrar (Public Relations)

Resolution No. BM/22/8/2014: The recommendation of the Selection Committee chaired by the Vice Chancellor held on 20-01-2014 is placed in the meeting of the Board. The Selection Committee has not recommended name of any candidate for appointment. **Resolved** that the recommendation of the Selection Committee be accepted and the post be re-advertised in due course.

9. **Agenda Item No. 9 :** To consider ex post-facto approval of the extension of service of Shri P. B. Lahkar, OSD (Examinations).

The term of service of Shri Priya Brata Lahkar, OSD (Examination) was over on 31st January, 2014. The new Controller of Examinations joined the post on 30th January, 2014. Since the new Controller of Examinations has to gather some experience in the examination system of the Open University, the guidance of Shri Lahkar was very much required in the transition period. In view of this, the Vice Chancellor extended the service of Shri P. B. Lahkar till 31 May, 2014 pending the approval of the Board of Management. Placed before the Board for consideration of ex post-facto approval of the action taken by the Vice Chancellor.

Resolution No. BM/22/9/2014 : *Resolved that the extension of service of Sri P.B. Lahkar as OSD (Examinations) upto 31st May, 2014 be approved.*

Resolved further to place on record that the Board of Management greatly appreciates the dedicated service rendered by Sri P. B. Lahkar in the formative stage of this University in the management of various examinations of the University.

- ✓ 10. **Agenda Item No. 10 :** To consider the extension of service of a section of non-teaching staff for another term of five years after completion of their first term.

As per the Ordinance No. 7 under Section 23(1)(d) of the University Act, all the teaching and non-teaching employees are appointed for a term of five years extendable for a subsequent term/period subject to satisfactory service and the need of the University. So in order to consider and recommend the extension of the term appointment after making an appraisal of the need and performance of the existing employees, who have just completed or likely to complete their first term of five years within a couple of weeks, a Service Appraisal Administrative Committee was constituted by the Vice Chancellor with the following Officials

1. Registrar : Chairperson
2. Director (CIQA)
3. Dean (Academic)
4. Dean (Study Centre)
5. Finance Officer

The Committee submitted its Report (Annexure-III) and it is placed before the Board of Management for consideration of approval of the recommendation of the Service Appraisal Administrative Committee.

Resolution No. BM/22/10/2014: Considered the Report of the Service Appraisal Administrative Committee. The Board, after a detailed discussion, accepts the recommendation of the Committee and approve the extension of the services of the following employees of the University for another term of 5 years with effect from the date of expiry of the first term of their respective appointment, except that of Sri Pranjal Boro whose term is extended for just one year for irregularity in attendance and the matter of further extension or otherwise of whose service shall be placed before the Board for a decision at the appropriate time.

Sl. No.	Name of the Employee	Designation	Date of Joining	Date of completion of 5 years of service
1	Birinchi Borah	Sr. Assistant	1-01-2009	31-12-2013
2	Lani Mazumdar	Jr. Assistant	1-01-2009	31-12-2013
3	Mukul Kalita	Jr. Assistant	1-01-2009	31-12-2013
4	Jaanjyoti Mahanta	Jr. Assistant	1-01-2009	31-12-2013
5	Shabnam Akhtar Zaman	Jr. Assistant	1-01-2009	31-12-2013
6	Sarat Das	Peon	1-01-2009	31-12-2013
7	Nitul Saikia	Peon	1-01-2009	31-12-2013
8	Benudhar Kalita	Peon	1-01-2009	31-12-2013
9	Pranjal Boro	Peon	1-01-2009	31-12-2013
10	Dipak Nath	Peon	1-01-2009	31-12-2013
11	Akhtar Hussain	Peon	1-01-2009	31-12-2013
12	Bhubneswar Das	Peon	1-01-2009	31-12-2013
13	Ganesh Shah	Chowkidar	1-01-2009	31-12-2013
14	Chibul Hazarika	Driver	1-01-2009	31-12-2013
15	Juri Rani Barman	Jr. Assistant	12-02-2009	11-01-2014
16	Babu Moni Baruah	Peon	28-04-2009	27-04-2014
17	Sourav Kumar Barman	Peon	18-05-2009	17-05-2014
18	Nazneen Nigar Hanif	Jr. Assistant	06-06-2009	05-06-2014
19	Mahesh Deka	Jr. Assistant	06-06-2009	05-06-2014
20	Rana Hazarika	Jr. Assistant	04-07-2009	03-07-2014

11. Agenda Item No. 11: To consider amendment of the Section 1.4 of Chapter-IV of the First Statutes of the University

As per the provision under Section 22 of the University Act, 2005 (as amended up to date), the First Statutes fixed the term of the Vice Chancellor for a period of five years or up to the retiring age of 65 years, whichever is earlier. The Ministry of Human Resource Development while enhancing the retiring age of University teachers from 62 to 65 years, also enhanced the retiring age of Vice Chancellors up to 70 years and a circular was issued to the Universities to examine the desirability of enhancement of age and amend their Acts/Statutes accordingly to accommodate the enhancement of age of retirement of Vice Chancellor (Annexure-IV). Pursuant to this, the retirement age of Vice Chancellors of all central Universities has been raised to 70 years. State universities of some States like Haryana, Karnataka have also raised the retirement age of Vice-Chancellor up to 70 years. In view of this and also the fact that the retirement age of all other teaching and non-teaching employees of this University is 65 years, under the circumstances, it is proposed that the Section 1.4 of Chapter-IV of the First Statutes of the University relating to the age of retirement of the Vice Chancellor be amended as follows:

Present provision under Section 1.4 of Chapter-IV of the First Statutes:

The Vice-Chancellor shall retire on the date he attains the age of sixty five years.

Draft amended version of the Section 1.4 of Chapter-IV of the First States

The Vice-Chancellor shall retire on the date he attains the age of seventy years.

Placed before the Board for consideration of the amendment.

Resolution No. BM/22/11/2014: Discussed the matter in detail. *Resolved that the proposal of amendment of the Section 1.4 of Chapter-IV of the First Statutes relating to the age of retirement of Vice Chancellor be accepted and that the competent authority be moved for amendment of the Statutes.*

12. Agenda Item No. 12: To consider the approval of the declaration of Examination results.

Results of a number of Examinations were declared after the last meeting of the Board of Management (30th December, 2013), the details of which are furnished in the Annexure-IV. Placed before the Board of Management for consideration of approval.

Resolution No. BM/22/12/2014 : *Resolved that the results of the examinations declared after 30th December, 2013 (in annexure-IV) be approved.*

13. Agenda Item No. 13: To consider the adoption of a formula and procedure for determining mileage allowance from time to time:

The Board of Management vide its Resolution No. BM/21/19/2013 dated 30th December, 2013, accepted the T.A. rules including mileage rates framed for the University. The Board also directed the Committee to finalise the mechanism for refixing the mileage allowance from time to time depending on the change in fuel prices. The draft Report of the Committee consisting of Vice Chancellor, Registrar and Finance Officer on the mechanism (formula) (In Annexure-V) is placed before the Board for approval.

The Board of Management approved the following mileage allowance for travel by car

Type of fuel used	Rate per km Upto 1000 c.c	Rate per km for more than 1000cc but less than 1500 cc	Rate per km for more than 1500cc but less than 2000 cc
Petrol car	Rs. 8.00	Rs. 9.00	Rs. 10.00
Diesel car	Rs. 6.00	Rs. 7.00	Rs. 8.00

Also approved (1) Rs.2.50 per k.m. upto 100 cc for motor cycle

(2) Rs.3.00 per k.m. for motorcycle above 100 cc

(3) Rs. 3.00 for scooter.

The mileage allowance was rounded based on the prices of petrol (Rs.76.79 per litre) and diesel (Rs. 55.48 per litre) as in December, 2013 and also distance covered (km) per litre of fuel by car/motor cycle/scooter of different capacity engines.

The Committee considers after due discussion that fuel constitutes about 75% of the cost of running a car. The Committee therefore, recommends that the mileage allowance be refixed from time to time taking into account adding or subtracting 75% of the increase or decrease of cost of fuel per litre to the rates already accepted

by the Board as on 30th December, 2013. This mechanism of refixation of mileage allowance will be applicable to travel by own motor cycle/scooter also.

Resolution No. BM/22/13/2014: *Resolved that the recommendation of the Committee on the mechanism of re-fixation of mileage allowance from time to time be accepted.*

14. Agenda Item No. 14 : *Approval of draft Annual Reports pertaining to 2009-10, 2010-11 and 2011-12*

The submission of the Annual Reports of the University is overdue for the years 2009-10, 2010-11 and 2011-12. The draft Reports have been prepared and placed before the Board of Management for approval.

Resolution No. BM/22/14/2014: *Resolved that the draft Annual Reports pertaining to the years 2009-10, 2010-11 and 2011-12 be accepted with the correction of the typographical errors.*

15. Agenda Item No. 15: To consider the approval of the publication of a book on "Krishna Kanta Handiqui : Scholar Extraordinaire" written by Ms. Ahalya Gogoi and translated by Dr Sanjeeb Kumar Nath, Associate Professor of English, Gauhati University.

Mrs. Ahalya Gogoi has written a book entitled "Prachyavidyarnava Krishna Kanta Handiqui" in Assamese. This important book should be published in English for wider publicity of the life and works of Krishna Kanta Handiqui and therefore the University is willing to take the initiative to publish the English version of the book as translated by Dr. Sanjeeb Kumar Nath. The book is proposed to be formally released on the next Foundation Day of the University, i.e. 20th July, 2014.

Placed before the Board for consideration of publication of the book by the University.

Resolution No. BM/22/15/2015 : *Resolved that the proposal of Vice Chancellor to publish the English version of the book on "Krishna Kanta Handiqui Scholar Extraordinaire" written by Ms. Ahalya Gogoi and translated by Dr. Sanjeeb Kumar Nath be accepted for publication by the University.*

16. Agenda Item No. 16: To consider temporary alternative arrangement for taking the service of an expert for running the Community Radio.

As the Deputy Director (multimedia) is on leave initially for a period of one year (which may be extended upto three years), the University urgently needs an expert for smooth running of the community radio station of the University as the Dean (Academic), who is currently taking charge of the radio station is overloaded with works. The Vice Chancellor proposes to engage Mrs. Bonti Barpujari, retired senior Programme Officer of All India Radio as a Consultant to take care of the community radio station. Remuneration for the purpose will be paid out of the grant of Distance Education Council and the amount of remuneration will be as per DEC norms.

Placed before the Board of Management for consideration of the proposal of Vice Chancellor.

Resolution No. BM/22/16/2016: Resolved that the proposal of the Vice Chancellor for engaging an experienced person to look after the Community Radio Station of the University be accepted and that Ms. Bonti Borpujari be engaged for a period of one year and Vice Chancellor is authorised to fix the amount of remuneration per month as per DEC norms.

Agenda Item No. 17: To consider the latest position of purchase of land for the city Office of the University.

In order to establish the City Office of the University with the approval of the Board of Management, the University entered into an agreement with the Managing Director, M/S Pankhi Health Establishment Pvt. Ltd. for purchase of a plot of land measuring 1 bigha at a cost of Rs. 3,05,00,000/- on 1st of August, 2013. An advance payment of Rs. 1,00,00,000/- was also made in two instalments. But it was subsequently made known that the owner was willing to provide only 50ft. of frontage (of the said land). As a result, University was in a position to make use of 18 ft. for built up area after leaving a space of 16 ft. on either side as per the provision in the Guwahati Building Construction (Regulation) Bye Laws, 2014. University made several requests for a minimum of 60 ft. frontage which the owner of the land turned down in writing. The University had no option but to rescind the agreement and ask for refund of the advance amount in writing, vide No. KKHSOU/REG/LAND/4/2007/117/650 dated 11.03.2014. The land owner has so far refunded only Rs. 15 lakhs with a request for some more time for refund the rest. The University, in reply, has given 7 days of time for refund of the entire amount, which has just elapsed.

In the meantime, University expressed willingness to Assam State Co-operative Housing Federation Ltd. (Housefed) to purchase a complete block under construction at the East-end of the Housefed Complex. In reply the Managing Director, Housefed has proposed to sell the G+7 stories RCC building under construction at a cost of Rs. 9,000/- per sq.ft., which is abnormally high. Request has already been made for lowering the rate to a reasonable level.

University has also been in contact with other parties for outright purchase of land/land with construction thereon. One such party, named PIBCO, has offered to sell its roadside land measuring 7 (seven) kathas with 2 (two) floors of a 4-storiy construction, adjacent to G.S. Road at Rukminigaon. The expected cost of this land with construction may be around Rs. 20 crores.

Placed before the Board for information and direction.

Resolution No. BM/22/16/2017 : Resolved that the University should take every possible step to recover the amount from the party to whom the advance payment of Rs. 1 crore was made. Resolved further that the matter of purchase of land be brought to the knowledge of the Board for approval before entering into any deal for acquiring land/building for setting up of the city office.

Agenda Item No. 18: Vice Chancellor has increased the sitting allowance of the members of the Board of Management, Academic Council and the subject experts from Rs. 1,500 to Rs. 2,000 keeping in view their status pending approval of BoM. Placed before the Board to consider Ex Post-facto approval.

Resolution No. BM/22/16/2018 : *Resolved that the decision of Vice Chancellor be approved.*


Registrar


Vice-Chancellor