

**DOON UNIVERSITY**  
Dehradun

**Proceedings of the Third Meeting of the Executive Council of Doon University held on 13<sup>th</sup> February, 2008 at 11:00 am at National Academy of Agricultural Sciences (NAAS), New Delhi**

The following attended the meeting:

Prof. Gajendra Singh	Chairman
Prof. M. G. K. Menon	Member
Prof. Prem Vrat	Member
Prof. G. R. Kulkarni	Member
Shri Ramesh Chandra Agrawal	Invitee
Prof. D. C. Thapliyal	Secretary

The representative of the Principal Secretary, Finance expressed his inability to attend the meeting in view of the ongoing preparations for the Budget Session of State Legislature.

At the outset, the Vice-Chancellor welcomed the Members of the Executive Council to the 3<sup>rd</sup> Meeting of the Council. It was suggested that in future the meetings of the Executive Council should be held at the Campus of Doon University, Dehradun to provide opportunity to the Members to observe the ongoing developments at the University Campus and other activities of the University.

**Item 2008:3:1**

**Confirmation of the Minutes of the Second Meeting of Executive Council held on February 2, 2007 at Hotel Great Value, Rajpur Road, Dehradun**

The Members accepted the suggestion of Prof. M.G.K. Menon in regard to the preparation of the list of experts to be invited for working on various Selection Committees. After presentation of the lists to the Executive Council, the same would then be submitted to the Chancellor for approval.

(Action: Registrar)

**Item 2008:3:2**

**Review of action taken (Second Meeting)**

The Committee overviewed the progress made on each of the items considered by the Executive Council in its last meeting held on February 02, 2007, and expressed its satisfaction on the progress being made by the University in developing Academic Programmes. However, the members expressed concern at the slow progress of infrastructural development especially in view of proposed initiation of academic activities in July 2008.

In regard to the filling of faculty and other positions, the Council expressed the view that the University may ensure timely recruitment of



human resource and approval of Statutes for initiating the academic activities during 2008-09. It was emphasized that the University is an autonomous institution which must adhere to the provisions of its Act.

The Members desired that a meeting may be fixed with the Chancellor and the Hon'ble Chief Minister of the State to discuss the issues relating to the need of ensuring autonomy of the University and adherence to the existing provisions of the Act.

In regard to the faculty appointments made by the 'Search and Select Committee(s)' in the School of Environment and Natural Resources, and School of Communication, the Committee overviewed the curriculum-vitae of the candidates selected by the Search and Select Committee(s) constituted for the purpose by the University as per the decision of the Executive Council taken in its meeting held on November 08, 2006. The Executive Council expressed its satisfaction on the selection of the Faculty members for the development of Academic Programmes in order to initiate the academic activities in the University during 2008-09. The Council permitted the University to issue appointment letters to Dr. Arun Srivastava and Dr. Sunita Chakravarty who were selected by the Search and Select Committee constituted for the School of Environment and Natural Resources.

(Action: Registrar)

**Item 2008:3:3**

**Statutory provisions regarding the Constitution of Finance Committee**

The Executive Council considered the revised proposal in regard to the constitution of Finance Committee. However, in regard to the clause (2) of the revised proposal, the Executive Council was of the view that the decision of the Finance Committee cannot be binding on the Executive Council as the former is only a sub-Committee of the latter. Since the Committee(s) like Finance Committee are meant to support the goals and strategies of the University, the Executive Council remains the apex Authority in matters pertaining to the University.

At this stage, the Executive Council was apprised by the Vice-Chancellor of the change being contemplated in regard to the selection procedure of Registrar of the University. The Executive Council took the view that the sanctity of the University Act is paramount and should be maintained as such while formulating the statutory and regulatory provisions.

The Council approved the proposal that Registrar would be the ex-officio Secretary of the Executive Council. The Finance Officer of the University/Secretary, Finance Committee shall be Special Invitee to the meetings of the Executive Council.

(Action: Registrar/Finance Controller)





**Item 2008:3:4**

**Constitution of Academic Council**

The Vice-Chancellor apprised the Members of the Executive Council about the Authorities of the University as laid down in Chapter-IV of the University Act. The Academic Council is one of the Authorities of the University. The draft Statutes which were approved by the Executive Council in its second Meeting held on February 02, 2007 lists the duties of the Academic Council. In order to develop and initiate the Academic Programmes, the Academic Council of the University was constituted consisting of the existing Faculty/Officers in the University.

During discussion, the Members emphasized that the Academic Council must always keep the objectives and the goals of the University in focus, particularly those relating to its uniqueness in matter of creation of new knowledge through research and high value Academic Programmes. The Academic Council must become a "Think Tank" for guiding the academic activities of the University. The members were informed by the Vice-Chancellor that the provision for constitution of an Advisory Committee exists in the draft Statutes submitted to the Government for involving Experts from different areas of learning to provide direction and intellectual inputs to the University from time to time.

The Executive Council noted the constitution of the Academic Council and desired that outside experts representing areas of sciences, humanities and social sciences, and technology may be included as Members of the Academic Council to enrich its proceedings. The identification of such experts and their period of membership may be left to the Vice-Chancellor/Chairman of the Academic Council.

(Action: Registrar)

**Item 2008:3:5**

**Preparation of Course Programmes in the School of Communication, and the School of Environment and Natural Resources**

The Executive Council was informed about the Academic Programmes proposed to be initiated during the Academic Session 2008-09 which had been approved by the Academic Council in its Meeting held on October 19, 2007.

The Executive Council approved the programmes to be initiated and desired that the subject matter experts may be invited to discuss the contents thereof before finalization. The programmes approved for initiation w.e.f. academic year 2008-09 are given below:

The School of Environment and Natural Resources has proposed two Masters' and Doctoral Programmes each in (1) Environment Studies and (2) Natural Resources Management. The School of Communication has proposed a Masters' Programme in Mass Communication.

(Action: Registrar)



**Item 2008:3:6**

**Reservation Policy to be adopted by the University**

The Executive Council discussed the proposed Reservation Policy as approved by the Academic Council for admission of students to various Academic Programmes in the University.

The Executive Council resolved to approve a State (Uttarakhand) quota of 35 per cent and an all India quota of 65 per cent in the admission. The reservation within State quota for various categories of students shall be as per the Reservation Policy of the State Government.

(Action: Registrar)

**Item 2008:3:7**

**Consideration of programme of Admissions during the Academic Session 2008-09**

The Executive Council discussed the programme of student admissions in the University as approved by the Academic Council for the academic year 2008-09. The Council desired that the requirements of human resource (faculty and support staff) and the infrastructural facilities may be got organized well in time to ensure timely conduct of admission related activities.

The Executive Council approved the Guidelines for Admissions and Format of Entrance Tests to be conducted. In regard to the payment of remuneration to the faculty/staff for carrying out various duties related to Entrance Tests/Admissions, the Council decided that the Finance Committee may consider the issue and submit its recommendation to the Executive Council.

The Council also approved the Flow Chart of Activities relating to the conduct of Entrance Test and Admission Schedule. Further, the Council permitted the University to use the formats of Application Forms and Prospectus and the Academic Calendar as presented to the Council by the University.

The University was also authorized to make adjustments in the programme of Admissions and Conduct of Entrance Test if deemed necessary.

(Action: Registrar)

**Item 2008:3:8**

**Qualifications of Faculty positions in the School of Environment and Natural Resources, and the School of Communication**

The Executive Council discussed the recommendation of Academic Council laying down the qualifications for Faculty positions in the School of Environment and Natural Resources, and the School of Communication.





The Council resolved that for the post of Professor, Ph.D. degree with 10 years teaching/research experience or an equivalent work should be considered an essential requirement.

The Executive Council further resolved to approve the qualifications for various faculty positions in the School of Environment and Natural Resources, and the School of Communication as recommended by the Academic Council.

(Action: Registrar)

**Item 2008:3:9**

**Academic Regulations of the University**

The Executive Council deliberated upon various aspects of the Academic Regulations as approved by the Academic Council in its Meeting held on October 19, 2007. The Registrar highlighted the salient features of the Academic Regulations especially the admission and registration procedures, semester wise courses-credits, periodic evaluation, 10-point grading system, award of degrees and Regulations on Entrance Test for admissions.

The Executive Council approved the Academic Regulations in principle and suggested that the grading/evaluation system as proposed in the Regulations may be revisited in the light of similar systems as existing in some of the leading institutions.

(Action: Registrar)

**Item 2008:3:10**

**Fee Structure of the University**

The Executive Council discussed in detail the Fee Structure for the students to be admitted to various Programmes of Studies in the University as already approved by the Academic Council in its second Meeting held on January 04, 2008.

The Fee Structure had also been discussed and approved by the Finance Committee in its Meeting held on October 05, 2007. The Finance Controller/Secretary, Finance Committee explained the highlights of the Fee Structure and also the proposal to provide financial assistance to the students for pursuing studies at the University.

The Executive Council resolved to approve the Fee Structure for the School of Environment as well as for the School of Communication as proposed.

(Action: Registrar/Finance Controller)

**Item 2008:3:11**

**Terms and Conditions of Service for engagement of Contractual Employees**

The Chairman apprised the Members about the selection of some Faculty members in the University on contract by the Search and Select



Committee constituted for the purpose. The Finance Committee approved the terms and conditions of service for engagement of contractual employees in the University in its Meeting held on October 05, 2007.

The Executive Council discussed the issue and approved the proposal with modification in clause (1) as below:

Existing	Modified
(1) The engagement of Professors/Consultants/Advisors shall be against the financial provision in the Budget. Professors include Associate and Assistant Professors also.	(1) The engagement of Faculty (Professors/Associate Professors/Assistant Professors) /Consultants/Advisors shall be against the financial provision in the Budget.

(Action: Registrar/Finance Controller)

**Item 2008:3:12**

**Balance Sheet of Financial Year 2006-07 and Financial & Infrastructural Status of the University**

The Finance Controller/Secretary, Finance Committee presented the Balance Sheet of the Financial Year 2006-07 to the Executive Council as approved by the Finance Committee in its Meeting held on October 05, 2007. It was indicated that the Balance Sheet of the Financial Year 2006-07 was prepared by a qualified Chartered Accountant, and has been audited by the Local Fund Audit Department, Uttarakhand.

The infrastructural status of the University as on January 31, 2008 was also presented to the Council. The Financial Status indicated a total budget outlay of Rs. 2978.00 lakh of which Rs. 838.25 lakh was released by the Government. The proposal for Rs. 1970.75 lakh is pending with the Government.

The Executive Council approved the Balance Sheet for the year 2006-07 and noted the infrastructural and financial status as on January 31, 2008.

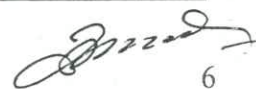
(Action: Finance Controller)

**Item 2008:3:13**

**Provision of telephone facility to key officials of the University**

The Executive Council considered the issue concerning provision of telephone facility to key officials of the University. The provision had been approved by the Finance Committee in its Meeting held on October 05, 2007. The Council accorded its assent to the proposal. It was suggested that the statement in regard to the provision of telephone facility to the Vice-Chancellor may be modified as below:

Existing	Modified
Vice-Chancellor: Unlimited telephone and mobile facility in the office and as well as residence	Vice-Chancellor: Telephone and mobile facility in the office as well as at the residence





Registrar and Finance Controller: Unlimited telephone facility in the office and expenditure not exceeding Rs. 2000/ per month for residential landline telephone facility and mobile phone.	Registrar and Finance Controller: Telephone facility in the office and expenditure not exceeding Rs. 2000/ per month for residential landline telephone facility and mobile phone.
Deans of Schools: Unlimited telephone facility in the office and expenditure not exceeding Rs. 1000/ per month for residential telephone facility and mobile phone.	Deans of Schools: Telephone facility in the office and expenditure not exceeding Rs. 1000/ per month for residential telephone facility and mobile phone.

(Action: Finance Controller)

**Item 2008:3:14**

**Approval of Budget for the Financial Year 2008-09**

The Budget for the financial year 2008-09 which was approved by the Finance Committee in its Meeting held on January 07, 2008 was presented to the Executive Council. The Members were informed by the Finance Controller/Secretary, Finance Committee that a demand of Rs. 5428.00 lakh was submitted to the Government of which 828.00 lakh was towards recurring and non-recurring expenses and Rs. 4600.00 lakh for construction work.

The Executive Council endorsed the recommendation of the Finance Committee. The Members advised that the documents accompanying Agenda may also be presented in the English version to the members in future.

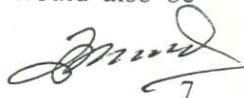
(Action: Finance Controller)

**Item 2008:3:15**

**Consideration of the case of Dr. Asad Nizam for granting Deputation**

The Executive Council considered the case of Dr. Asad Nizam who has requested for granting him deputation at Doon University as in view of the financial loss being sustained by him, he may not be in a position to continue at Doon University. Dr. Nizam was selected by Search and Select Committee as a Professor in Mass Communication on contractual basis on a pay-package of Rs. 45,000/- per month.

His case was considered by the Finance Committee in its Meeting held on January 05, 2008. The Committee recommended that Dr. Asad Nizam may be granted deputation on a salary of Rs. 35,701/-. He would be provided a house taken on lease rent near Kedarpur in consonance with the rules of Uttarakhand Government with a maximum house rent of Rs. 7000/- per month. The University would provide leave salary contribution to IGNOU. His next increment would fall on May 2008. He would also be

  
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entitled to dearness allowance as announced by the State Government from time to time. He will get transfer TA at the time of joining and leaving and would be entitled for medical facilities.

After considering all aspects of the case and the Faculty requirements of the University, the Council accepted the recommendation of the Finance Committee for granting deputation to Dr. Asad Nizam for the remainder period of his appointment.

(Action: Finance Controller)

**Item 2008:3:16**

**Consideration of the proposal for construction of Boundary Wall at Sahaspur**

The Finance Controller/Secretary, Finance Committee briefed the members about the proposal for construction of boundary wall at the second Campus site of the University at Sahaspur. The proposal of Rs. 415.22 lakh was sent to the Government for approval of the proposal in order to construct the Wall.

The Executive Council accepted the recommendation of the Finance Committee for construction of Boundary Wall at the Sahaspur site of Doon University.

(Action: Finance Controller)

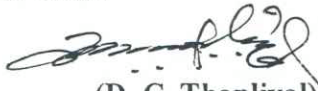
**Item 2008:3:17**

**Extension of the services of Dr. Chakravarty as Consultant in the School of Communication**

Dr. Pradip Chakravarty was selected by Search and Select Committee constituted for the purpose as Consultant in the School of Communication for a period of one year which would end on March 15, 2008. In view of the ongoing preparations towards initiation of Academic Programmes in the School of Communication during the Academic Session 2008-09 and the recommendation of the University to extend the period of his contract by one year, the Council permitted the University to extend the contract of Dr. Chakravarty for another year ending March 15, 2009 on contractual package as already granted to him at the time of original appointment. The recommendation in regard to enhancement of his pay package as recommended by the University may be considered by the Executive Council after receiving the recommendation of the Finance Committee.

(Action: Finance Controller)

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

  
(D. C. Thapliyal)  
Registrar 27/2/08