

## BHAGAT PHOOL SINGH MAHILA VISHWAVIDYALAYA KHANPUR KALAN

MINUTES OF THE 22<sup>nd</sup> MEETING OF THE EXECUTIVE COUNCIL HELD ON 7<sup>th</sup> OCTOBER, 2010 AT 11.30 AM IN THE CONFERENCE HALL, TEACHING BLOCK NO. I, BPS MAHILA VISHWAVIDYALAYA, KHANPUR KALAN

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### I. Present

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| 1.  | Dr. (Mrs.) Pankaj Mittal<br>Vice-Chancellor  | Chairperson          |
| 2.  | Dr. (Mrs.) Balbir Kaur<br>Pro-Vice-Chancellor  |                      |
| 3.  | Prof. Vibha Dhawan,<br>Executive Director,<br>Tata Energy Research Institute,<br>(Deemed University), New Delhi. | Chancellor's Nominee |
| 4.  | Prof (Mrs.) Atiya Habeeb Kidwai<br>JNU, New Delhi  | -do-                 |
| 5.  | Dr. Sujata K Dass<br>University of Delhi, Delhi  | -do-                 |
| 6.  | Ms. Kusum Bansal, Joint Advisor (Finance)<br>Nominee of Haryana Finance Department                               | Member               |
| 7.  | Mr. D.P. Chauhan, Principal, G.P. Sonapat<br>Nominee of Haryana Technical Education Department,                  | Member               |
| 8.  | Dr. Sandeep Berwal, Dean,<br>Faculty of Education  | Ex-Officio Member    |
| 9.  | Dr. Vijay Nehra, Dean,<br>Faculty of Engineering and Technology  | -do-                 |
| 10. | Dr. Vimal Joshi,<br>Dean, Faculty of Law   | -do-                 |
| 11. | Dr. Sanket Vij<br>Dean, Faculty of Commerce & Management   | -do-                 |
| 12. | Dr. K.V. Singh<br>Dean, Faculty of Ayurvedic Medicines   | -do-                 |
| 13. | Dr. Amrita Sharma, Reader<br>Dean, Faculty of Arts & Languages   | Member               |
| 14. | Shri S.C. Aggarwal<br>OSD to Vice-Chancellor   | Special Invitee      |
| 15. | Mrs. Shimla,<br>Registrar  | Member-Secretary     |

## II. Introduction

The Hon'ble Vice-Chancellor extended a warm and cordial welcome to all the learned members of the Executive Council to its 22<sup>nd</sup> meeting.

## III. Proceedings (Agenda Items)

### 1. **Confirmation of the Minutes of 21<sup>st</sup> meeting of Executive Council held on 17.6.2010**

The minutes were confirmed

### 2. **Follow up Action Report**

#### Resolution No.3

##### Approval for the restructuring of School of Engineering & Sciences (SES).

The members observed that as per Annexure-II (ATR), the matter was to be discussed in the Board of Studies meeting to be convened towards the end of September, 2010 and then it was to be submitted to the Academic Council for approval but the meeting of Board of Studies was not held as mentioned in the '*follow up action taken*' column of the ATR. It was decided that the needful action be taken in the matter on a time bound manner. Dr. Vijay Nehra, Dean, Faculty of Engineering and Technology shall take the follow up action and report the matter in the next meeting of the Executive Council.

#### Resolution No.5

##### Disciplinary proceedings against Sh. Rajpal, Workshop Supdt.

It was decided that the enquiry committee be impressed upon to expedite the matter. The enquiry report may be obtained and placed before the Executive Council in its next meeting.

#### Resolution No. 15

##### Case of pay protection of Sh. Harinder Pal, Lecturer in Fashion Technology

Ms. Kusum, I.R.S., Joint Advisor (Finance), Nominee of Haryana Finance Department to the Executive Council advised that every case of pay fixation/ protection may be got approved from the Finance Department through the Administrative Department.

- 3. To consider the case of regularization of Sh. Kamal Ahuja, Lab Technician working in the BPS Mahila Polytechnic under rationalization.**

It was decided that the matter be referred to the Department of Technical Education for relaxation in qualification.

- 4. To consider & approve mobile facilities for Assistant Wardens.**

The Executive Council approved the reimbursement of Mobile charges up to a limit of Rs. 300/- per month to the Assistant Wardens.

- 5. To consider & approve the Children's Education Allowance to the employees of the University & Constituent Colleges/Institutions.**

The Executive Council considered and approved the scheme on the analogy of the State Government employees.

- 6. To consider & approve the Refund of CPF share to the employees consequent upon induction of Defined Contributory Pension Scheme.**

It was decided that the amount of CPF be refunded to the employees along with the interest earned by the university on the deposits.

- 7. To consider & approve the Ex-Gratia Assistance Scheme to the dependents of the deceased University employee, who dies/goes missing while in University service.**

The Executive Council approved the scheme on the analogy of the State Government. However, Mrs. Kusum, suggested that if there is no budget allocation under this head, the same may be got sanctioned from the Government.

8. **To consider & approve opening of centralized Corpus Fund Account to deposit the amount of Pension Contribution, Leave Salary & Gratuity.**

Considered and approved.

It was decided that the word ~~Leave encashment & Gratuity~~ be replaced by '**Leave Salary & Gratuity**'. Ms. Kusum, I.R.S., Joint Advisor (Finance) suggested that if any help is required by the university in the implementation and operation of the scheme, guidance of Deputy Director, Treasuries & Accounts, Govt. of Haryana, who is the Nodal Officer for the scheme, may be obtained. The members welcomed the suggestions.

9. **To consider & approve the Budget allocation (Recurring Grant) for the year 2010-11.**

(i) Considered and approved.

(ii) It was further resolved that the entrance examination/tests for all departments/institutions shall be conducted by the Controller of Examinations out of their budget allocation, as no budget allocation is made to individual departments/institutions to hold entrance examinations.

(iii) It was also decided that budget allocation for the Youth Centre for personality development & wellness programmes (Sr.No. 39, Page 48 of **annexure –VIII**) shall be made through re-appropriation.

(iv) It was suggested that the University should start doing Performance Budgeting & Outcome Budgeting for ensuring better Performance

10. **To consider & approve the increase in the internship allowance to the internees of MSM Institute of Ayurveda, in terms of Memo No. 20/35/92-5 HB-IV dated 22/12/2009 issued by the Deputy Secretary Health & Ayush Department.**

Considered and approved. However, this is subject to the approval of the State Govt. It was decided that the matter shall be referred to the Finance Department through the Administrative Department for approval.

**11. To consider the appointment of Miss Jyoti, Music Teacher in the light of CWP No. 14150 of 2008 filed by Miss Kiran Malik.**

The House deliberated on the issue in detail. It was unanimously decided that as the matter is sub-judice (before the Hon<sup>ble</sup> Punjab & Haryana High court), the University may wait for the outcome of the writ petition.

**Supplementary Agenda Items**

**12. To consider and approve the leave regulations for Lab. Staff.**

- (i) It was decided that all Saturdays (during teaching days) shall be working days for the laboratory staff.
- (ii) The laboratory staff shall be allowed earned leave on the existing pattern.
- (iii) Summer vacations shall be allowed on a curtailed basis on a uniform basis to all categories of laboratory staff, irrespective of length of service or seniority.
- (iv) However, their summer vacations shall commence one week (six days) after the actual commencement of the summer vacations (for teaching faculty) and they shall report for duty one week (six days) in advance i.e. one week prior to the reopening of the department/institution (after summer vacations).

This arrangement has been made in the interest of the studies of the students and for proper upkeep and maintenance of laboratory equipments.

The first one week<sup>§</sup> period shall be utilized for stock taking, stocking/storing and sealing (if required) of laboratory equipments, materials and machines. The later one week shall be used for cleanliness, accounting of stored/sealed items and for setting up of laboratories for the new session.

- 13. To Consider and approve the requirement of Guest Faculty in the University teaching Departments / Constituent Colleges /Institutes for onward transmission to the State Govt. for creation of posts.**

The matter was discussed in detail. It was decided that Guest Faculty be engaged as per workload/requirement. Simultaneously, case shall be moved to the Government through administrative department for sanction of posts to enable the University to do regular employment. It was also suggested that Guest Lecturers may be re-designated as Teaching Assistants. The Executive Council also approved the relaxation in qualifications of M.Tech for appointment of Guest Lecturers in Engineering and Technology.

- 14. To consider and approve the provisions for Leave Encashment in respect of the employees of the University.**

It was decided that the matter may be referred to the State Government.

- 15. To consider and approve the provision to waive-off loan recovery from employees of Group C & D (Class-III & IV) who die in the University service.**

The Executive Council approved the scheme on the analogy of the State Government policy.

- 16. To consider and approve the provisions for grant of advance on account of House Building Advance, Purchase of Motor- Car/ Motor Cycle/ Scooter/ Moped and Bi-Cycle to the employees of the University.**

The Executive Council approved the scheme on the analogy of the State Government regulations, subject to the approval of the Finance Department.

- 17. To consider and approve the proposal to terminate the services of Sh. Jai Dev Singh, Chowkidar, Kanya Gurukul Senior Secondary School.**

It was decided that:

1 He shall be treated as suspended w.e.f. 12.08.2007.

- 2 The regularization letter issued to him vide letter No. BPSMV/Estt./09/4571 dated 3.9.09 and Endst. No. BPSMV/Estt./09/4572-75 dated 3.9.09 shall be withdrawn.
- 3 Recovery of dues during the suspension period shall be effected by the Principal concerned. Legal opinion from the University Counsel (Shri Balram Gupta, Senior Advocate) shall be obtained about the proposed termination of his services (w.e.f. 28.05-2010) and the legal opinion shall be reported to the Executive Council in its next meeting.

**18. Fixation of rates for Recovery of Electricity-Consumption charges from staff of BPSMV, Khanpur Kalan.**

**It was** decided that:

- (i) New electronic electricity consumption meters shall be installed (outside the premises), where the meters are not in working condition, in a time bound manner i.e. within 15 days or as may be decided by the Vice-Chancellor
- (ii) For the period of non-functional period of electricity consumption meters, the rates to be charged shall be on the basis of preceding actual consumption.
- (iii) The tariff shall be as per HVPNL slabs for working meters.
- (iv) Possibility of outsourcing of electricity supply to residential quarters, servicing and collection of charges may be explored in a time bound manner and reported to the Executive Council.
- (v) Where cases of tampering with meters and cables are detected and proved penalty may be imposed along with realization of cost.

**19. To note the appointment of Dr. Balbir Kaur, Pro-Vice-Chancellor, BPS Mahila Vishwavidyalaya, Khanpur Kalan.**

The House noted the appointment of Dr. Balbir Kaur as the Pro-Vice-Chancellor of BPS Mahila Vishwavidyalaya, Khanpur Kalan and congratulated her on her elevation and wished her all the best.

**20. To note the appointment of Smt. Shimla, Registrar, BPS Mahila Vishwavidyalaya, Khanpur Kalan.**

The House noted the appointment of Mrs. Shimla as the Registrar of BPS Mahila Vishwavidyalaya, Khanpur Kalan, congratulated her on her appointment and wished her all the best.

**21. Creation of three Posts of Nursery Trained Teachers (NTT)/B.El.Ed. for the University Campus School.**

Considered and approved for onward submission to the Education Department for sanction of posts. It was further decided that the qualifications for the posts shall be as per C.B.S.E. rules.

**22. To consider the quantum of consolidated salary to be paid to Dr. S.N. Katiyar, Controller of Examinations w.e.f 01-09-2010 i.e. after the date of his superannuation from Delhi University.**

It was decided that the pay of Dr. S.N. Katiyar shall be fixed on the basis of '*pay minus pension*' policy. Here for the purpose of *pay*, the pay of Controller of Examinations (not less than the pay he was actually drawing as Deputy Registrar at Delhi University that is to say not the basic pay of Controller of Examinations) shall be taken into account. The case may be sent to the Finance Department for concurrence.

**23. To note & approve the Advertisement No. 1/Sept./2010 for teaching and Non-teaching posts for the University.**

Considered and approved.

Some members pointed that persons holding experience from private institutions and firms of repute may also be considered and suitable amendments may be made in the advertisements. It was decided that the same shall be included for all future advertisements.



- 24. To consider & approve special allowance to the Driver appointed through outsourcing on the Staff Car of the Hon'ble Vice-Chancellor.**

The item may be treated as withdrawn.

- 25. To consider and approve the facility of conveyance and residential accommodation to Mrs. Shimla, Registrar of BPSMV, Khanpur Kalan.**

It was unanimously decided that all the facilities which were made available to the previous Registrar, Dr (Mrs.) Balbir Kaur, shall be extended to the newly appointed Registrar, Mrs. Shimla till the terms and conditions of the Registrar are received from the State Government.

- 26. Proposal to allow male faculty members to pursue research work in BPSMV leading to award of Ph.D. Degree.**

The request and suggestion once again came before the Executive Council from some learned members of the Executive Council, who are faculty members of the university, that the male faculty members on the regular strength of BPS Mahila Vishwavidyalaya Khanpur Kalan may be allowed to pursue research work in the university leading to award of Ph.D. Degree to them by BPS Mahila Vishwavidyalaya. However, some members were of the opinion that as BPS Mahila Vishwavidyalaya, Khanpur Kalan has been instituted as a women's university and as per the Act passed by the State Legislature, the Vishwavidyalaya is mandated to impart education and award degrees only to females. Hence it was noted that it is not advisable to deviate from the mandated path. Members were of the opinion that the State Government may be approached with detailed justification to incorporate the amendments in the Act to make male faculty members to pursue research work in the university leading to award of Ph.D. Degree to them by BPS Mahila Vishwavidyalaya.

It was decided that a detailed proposal in the form of a formal agenda item may be prepared and placed before the Executive Council for its consideration.

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

**Registrar**