

CENTRAL UNIVERSITY OF KERALA
KASARAGOD

MINUTES OF THE SECOND MEETING OF THE FIRST EXECUTIVE COUNCIL
HELD ON 15TH MAY, 2010 IN THE COUNCIL HALL AT 10.30 AM

The second meeting of the First Executive Council was held on 15th May, 2010 in the Council of the University. The following members were present:

- | | |
|--|---------------|
| 1. Dr. Jancy James, Vice Chancellor, CUK | : Chairperson |
| 2. Dr. P.K. Abdul Azis | : Member |
| 3. Dr. C.G. Ramachandran Nair | : Member |
| 4. Dr. M. Anandakrishnan | : Member |
| 5. Dr. Baleshwar Thakur | : Member |
| 6. Dr. Babu Joseph | : Member |

The Vice Chancellor welcomed all the members and thanked them for making it convenient to attend the meeting. The Vice Chancellor informed the members that Prof. S.F. Patil, Bharati Vidyapith, Pune has informed telephonically his inability to attend the meeting. Prof. A. Sukumaran Nair also informed the Vice Chancellor his inability to attend the meeting this time.

The Vice-Chancellor informed the august Council with pleasure that Dr. P K Abdul Aziz has won the Mother Teresa Life Time Achievement Award for his contribution to higher education. The Council congratulated Dr. Aziz and resolved to place in record its appreciation for the achievement he has made.

Then the Vice-Chancellor briefed the Council members about the activities that took place in the University after the First Executive Council. The Council noted the same and congratulated the Vice-Chancellor for the development taken place in spite of not having a permanent campus.

Thereafter the agenda items were taken for discussion and the following resolutions were taken.

EC:02:01	To consider confirmation of the minutes of the last meeting of the Executive Council held on 11 th January, 2010
----------	---

The Council resolved to confirm the minutes of the 1st meeting of the Executive Council held on 11th January, 2010.

EC:02:02	To consider and accept Action Taken Report on the minutes of the last meeting of the Executive Council held on 11 th January, 2010
----------	---

The Executive Council accepted the Action Taken Report (ATR) on the last meeting of the Executive Council.

EC:02:03	Recommendations of the first meeting of the Academic Council held on 13 th March, 2010
----------	---

(a) To consider and approve Statute on School of Studies

The Council noted that the Academic Council in its first meeting considered and recommended the draft Statute on School of Studies.

While discussing the Statutes, the members suggested that Centre for 'Women Studies' assigned to School of Humanities and Social Sciences should be named as 'Gender Studies', the term widely used these days. The Council authorized the Vice-Chancellor to incorporate the change proposed.

The Council then approved the Statute on School of Studies for onward transmission to MHRD.

(b) To consider and approve Academic Ordinances and Regulations

The Council considered the following draft Ordinances relating to academic matters as recommended by the Academic Council:

1. Chapter I : Assignment of Departments
2. Chapter II : School Board
3. Chapter III : Dean of School of Studies
4. Chapter IV : Departments/Centres/Head of the Departments
5. Chapter V : Board of Studies
6. Chapter VI : Classification, Emoluments, etc. of Teachers
7. Chapter VII : Admission of Students
8. Chapter VIII : Migration and Transfer of Credits
9. Chapter IX : Regulating Leave to Teachers
10. Chapter X : Equivalence Committee
11. Chapter XI : Master in Philosophy
12. Chapter XII : Doctor of Philosophy
13. Chapter XIII : Award of Scholarships, etc.
14. Chapter XIV : Discipline of Students
15. Chapter XV : Medium of Instructions & Examinations
16. Chapter XVI : Discipline among Students in University Examinations

17. Chapter XVII : Examiners
18. Chapter XVIII : Examination Committee
19. Chapter XIX : Award of Degrees, Diplomas, etc.
20. Chapter XX : Convocation
21. Regulation on Selection Committee Procedures

The Council after thorough discussion suggested that the constitution of the School Board and the Board of Studies may be re-done with minimum members. With this observation, the Council approved the draft Ordinances and Regulations on the topics indicated above.

(c) To consider and approve starting of academic programmes under School of Biological Sciences, programme structure and syllabi

The Executive Council noted that the Academic Council in its last meeting approved the programme structure, syllabi, eligibility criteria for admission, reading materials, etc. of the following four programmes under Choice Based Credit System (CBCS) to be launched during the session 2010-11:

1. M.Sc in Biochemistry & Molecular Biology
2. M.Sc in Animal Sciences
3. M.Sc in Genomic Sciences
4. M.Sc in Plant Sciences

The Council also noted that the UGC has sanctioned only the following three courses out of the above to be launched during the academic session 2010-11:

1. M.Sc in Biochemistry & Molecular Biology
2. M.Sc in Animal Sciences
3. M.Sc in Genomic Sciences

The Council approved starting of the Departments of (1) Biochemistry & Molecular Biology; (2) Animal Sciences; and (3) Genomic Sciences and to launch MSc+MPhil+PhD programmes during the session 2010-11 as recommended by the Academic Council.

(d) To consider starting of academic programmes under the School of Mathematical and Physical Sciences, programme structure and syllabi

It has been noted by the Executive Council that the Academic Council approved the structure and syllabi of the following programmes for launching the same with effect from the session 2010-11:

1. M.Sc Mathematics
2. M.Sc Chemistry
3. M.Sc Physics

Out of the above, UGC has accorded sanction for launching only one Department, i.e. Dept. of Physics, under the School.

The Council approved starting of the Department of Physics and launching of MSc+MPhil+PhD programme during the session 2010-11.

The Executive Council, however, expressed its dismay/surprise for not sanctioning Foundation Departments like Mathematics and Chemistry by the UGC and authorized the Vice-Chancellor to write to UGC for restoring the Departments of Chemistry and Mathematics.

(e) To consider and approve starting of School of Medicine and Public Health

The Executive Council noted that the Academic Council in its first meeting held on 13th March, 2010 considered starting of MSc programme in the Department of Nursing under the School of Medicine and Public Health during the session 2010-11. The structure and syllabi for MSc Nursing were prepared by an Expert Committee.

The Council also noted that in view of the availability of land and other facilities, it is proposed to start a Regional Campus in Pathanamthitta to launch academic programmes in Nursing, Medicine and other courses in Medical/Para-medical fields. A Medical College in Pathanamthitta district is a much demanded institution in view of non-availability of any such institution there in public sector. Provision in the Budget has been kept for initiating preparatory works during the current session for starting the MBBS programme during the session 2011-12.

The Council welcomed the proposal and approved the starting of School of Medicine and Public Health in the Regional Campus at Pathanamthitta in the pattern of All India Institute of Medical Sciences (AIIMS), New Delhi with institutions like Medical College, Research Institutes, Institutions of Nursing Education, etc., focusing on high level research and facilitation of quality medical treatment. The Council also approved starting of the MSc Nursing programme in the Department of Nursing during the session 2010-11 and authorized the Vice-Chancellor to initiate preparatory works during the session 2010-11 for launching the MBBS programme. The action taken in this regard will be reported to the next Executive Council.

(f) To consider and approve launching of MPhil programme and integrated MPhil-PhD programmes in the Department of Comparative Literature and Department of Economics

The Executive Council resolved to approve the proposal for starting MPhil and integrated MPhil-PhD programmes in the Department of Comparative Literature

and Department of Economics w.e.f. the session 2010-11 as recommended by Academic Council, vide, item No.AC:01:02 (g) and (h).

(g) To consider and approve setting up of Centre for Diasporic Studies

The Council considered approved setting up of Centre for Diasporic Studies for undertaking studies on the historical context of the Indian Diaspora, cultural heritage and transformation in the culture, economy and political life as recommended by the Academic Council.

(h) To consider and approve panel of experts in Selection Committees

The Executive Council considered and approved the panel of experts in each subject to be used in Selection Committees as tabled by the Chairperson.

EC:02:04 Recommendations of the first meeting of the Finance Committee held on 9th May, 2010

(i) To consider and recommend Annual Budget for the year 2010-11

The Executive noted that the Finance Committee in its first meeting considered the Budget Estimate for the financial year 2010-11 for Rs.5196.00 lakh as per the summary given below and recommended to EC for approval:

Item	BE 2010-11 (Rs. In Lakh)
Salaries	696.00
Pension/Retirement Benefits	41.00
Establishment and Office Maintenance Charges	644.00
Other items	79.00
Examination Expenses	23.00
Academic Expenses	1122.00
Student Co-curricular Activities	13.00
Estate management & Minor Works	117.00
Capital Expenditure	2461.00
Total	5196.00

The Council resolved to approve the Budget Estimate for Rs.5196 lakh. The Council authorised the Vice Chancellor to allot sufficient fund under Capital Fund in case of handing over of land for setting up the permanent campus. The Council also authorized the Vice-Chancellor to demand more allocation from UGC if situation so requires.

The Council further authorised the Vice Chancellor to go ahead with the civil and electrical work in the building at Padannakkad to be taken on rent by the University for establishing the new Science Departments.

(ii) *To consider and approve creation of teaching posts*

The Executive Council considered the proposal for creation of the following teaching posts as sanctioned by UGC and recommended by the Finance Committee in its first meeting and approved the same:

Sl. No.	Details of academic programme	No. of sanctioned teaching posts			
		Professor	Associate Professor	Assistant Professor	Total
1.	MSc+MPhil/PhD in the Dept. of Biochemistry & Molecular Biology	1	2	3	6
2.	MSc+MPhil/PhD in the Dept. of Animal Science	1	2	3	6
3.	MSc+MPhil/PhD in the Dept. of Genomic Science	1	2	3	6
3.	MSc+MPhil/PhD in Physics in the Dept. of Mathematical and Physical Sciences	1	2	3	6
4.	MSc in Nursing	1	2	3	6
Total		5	10	15	30

(iii) *To consider and approve creation of non-teaching posts*

The Executive Council considered the proposal for creation of the following 60 non-teaching posts as recommended by the Finance Committee in its first meeting and resolved to create the same:

Sl. No.	Name of the Post	Approved Core Scale of Pay	Total Number of Sanctioned Posts	Existing Strength		No. of posts asked for
				Regular	Contractual	
	Deputy Registrar	15600-39100	1	1	0	2
	Assistant Registrar	15600-39100	1	1	0	3
	Section Officer	9300-34800	1	1	0	3
	PS to Registrar	9300-34800	0	0	0	1
	PS to Finance Officer	9300-34800	0	0	0	1
	Assistant	9300-34800	1	1	0	6
	U D C	5200-20200	1	1	0	7
	L D C	5200-20200	1	1	0	7
	Driver	5200-20200	2	0	1	2
	Deputy Librarian	15600-39100	0	0	0	1
	Professional Assistant	9300-34800	0	0	0	2
	Jr. Professional Assistant	5200-20200	1	0	1	3
	Library Attendant	5200-20200	2	0	2	2
	PA-cum-Assistant to HoD	5200-20200	0	0	0	7
	System Analyst/PRO	15600-39100	0	0	0	1
	Technical Assistant	9300-34800	0	0	0	1
	Laboratory Assistant	5200-20200	0	0	0	5
	Laboratory Attendant	5200-20200	0	0	0	5
	Assistant Engineer (C)	15600-39100	0	0	0	1
Total						60

(iv) To consider and approve the fee structure

The Council noted that the Finance Committee has recommended the following fee structure for the MA/MSc and Research level students as proposed by the University Administration:

(a) MA/MSc

Items	Amount	Amount
Registration fee	One time	200
Matriculation fee	One time	100
Recognition/Eligibility fee	One time	100
Caution Deposit for Library/Laboratory	One time (refundable)	1000
Identity card fee	Per programme	50
Tuition fee	Per semester	600
Examination fee	Per semester	250
Examination fee for Practical oriented subjects	Per semester	300
Course Registration fee	Per semester	100
Library fee	Per semester	250
Laboratory fee (where applicable)	Per semester	600
Students Welfare Fund	Per annum	50
Sports fee	Per annum	100
Medical Examination fee	Per annum	50
Magazine fee	Per annum	50
Alumni Association Fund	In the final semester	100
Consolidated mark sheet fee	At the end of the Programme	100
Migration fee	For joining the Univ. and leaving the Univ.	300
University Development Fund	One time	500

(b) MPhil/PhD in Arts and Science

Items	Amount	Amount
Registration fee	one time	1000
Matriculation fee	one time	100
Recognition/Eligibility fee	one time	100
Caution Deposit for Library/Laboratory	one time (refundable)	2000
Identity card fee	per programme	50
Tuition fee	per semester	1000
Course Registration fee	per semester	100
Library fee	per semester	250
Laboratory fee (where applicable)	per semester	600
Students Welfare Fund	per annum	50
Sports fee	per annum	100
Migration fee	For joining the Univ. and leaving the Univ.	300

University Development Fund	One time	500
Medical Examination fee	per annum	50
Magazine fee	Per annum	50
Alumni Association Fund	in the final semester	100
Dissertation evaluation fee for MPhil	Final semester	1000
Evaluation fee for Ph.D	At the time of submission	3000

The Council after thorough discussion resolved to approve the fee structure and authorize the Vice-Chancellor to make changes in the quantum of fee and add any fee in the fee structure as and when required.

(c) To consider and approve grant of scholarships to PG students; PG scholarships

The Council considered the following proposals to grant scholarship to PG students as recommended by the Finance Committee in its first meeting:

- (a) Merit Scholarship @ Rs.1500/- p.m. to those students who get first, second and third ranks in the admission test in each programme during the 1st semester. During the subsequent semesters, this will be offered to those who score the top three positions in the examinations of the previous semesters at the same rate.
- (b) Merit-cum-Means Scholarship @ Rs.1250/- p.m. to those 25% of students in each programme based on performance in admission test/semester examinations and income of the parents of the student. The annual income of the student's parent shall not exceed Rs.1,50,000/-.
- (c) SC/ST students are eligible to get scholarship/support of GOI through the respective state governments.
- (d) Freeships to those 20% of the students in each of the academic programme whose parent's annual income is less than Rs.1.5 lakh. The freeship would cover tuition fees, hostel fees, etc. for one academic year and its continuation will be subject to satisfactory performance in studies.
- (e) Boarding & Lodging assistance @ Rs.1000/- p.m. to those students who do not get any scholarship from any other sources, initially for a period of two years or till subsidized hostel accommodation is made available by the University.

After discussion in detail, the Council appreciated the University for offering various kinds of scholarship to attract the students and resolved to approve the same.

While considering the proposal, the Council authorized the Vice-Chancellor to explore the possibility within the frame work of the Central Universities Act, 2009 and rules of Govt. of India of raising funds for academic research and other activities from private

agencies, development agencies and donor agencies operating within India and abroad to supplement the Governmental development fund support.

(d) To consider and approve Fellowships for research

The Executive Council resolved to grant Fellowship to MPhil and PhD scholars at the rate prescribed by UGC from time to time as recommended by the Finance Committee in its first meeting.

(e) To consider and approve proposal to offer Post Doctoral Fellowships

The Executive Council resolved to grant Post Doctoral Fellowship to MPhil and PhD scholars at the rate prescribed by UGC from time to time as recommended by the Finance Committee in its first meeting.

EC:02:05	Items for approval
----------	--------------------

(a) To consider and approve the Draft Ordinance relating to Recruitment, Appointment, Promotion and Service Conditions of Non-Teaching Employees belonging to Groups 'B', 'C' and 'D' category

The Council noted that the Ordinance relating to Recruitment, Appointment and Promotion of Non-Teaching Employees belonging to Groups 'B', 'C' and 'D' category was drafted by a Committee consisting of Dr. K P S Unny, former Registrar, JNU, New Delhi; Dr. E Vijayan, former Professor, Pondicherry University; Dr. P R Sudhakaran, Coordinator, School of Biological Sciences, CUK and Shri S Gopinath, Officer on Special Duty, CUK.

The Council opined that the Ordinance was carefully drafted and, therefore, resolved to approve.

(b) To consider and approve proposal to offer Teaching Assistantship

The Council appreciated the proposal to provide teaching assistantship to students. The Council noted that this will provide additional support for carrying out academic programmes in various Departments. Candidates who have qualified in UGC/CSIR/NET will be selected and allowed to register for Ph. D and will be provided fellowships at a higher rate of Rs.20000/- per month. These candidates will assist in teaching while carrying out research for Ph. D.

The Council after thorough discussion resolved to approve the proposal.

(c) *To consider re-notification for filling up of the post of Finance Officer*

The Executive Council noted that the post of Finance Officer was advertised and interview held. The Selection Committee did not find any candidate suitable for the post. The qualification prescribed by the UGC for the post of Finance Officer does not demand any competency in Finance and Accounting. In view of this, applications received in response to the first Advertisement were mostly from teachers teaching in Colleges/University without any experience in office or in Finance and Accounting. Therefore, it is proposed to re-advertise the post with slight modification in the qualification.

The Council deliberated on the issue and opined that the UGC prescribed qualification should not be altered without prior approval from UGC.

(d) *To consider and approve designing of Logo of the University by Shri Kanayi Kunjuraman*

The Council noted that as authorized by the Executive Council, vide item No. EC:01:09 of the first meeting, the Vice-Chancellor constituted an Expert Committee consisting of the following for scrutinizing the 163 entries of Logo received:

1. Dr. Jancy James, Vice-Chancellor, CUK
2. Prof. Porinjukutty, Retired Principal, Fine Arts College, Trivandrum
3. Prof. Prabhodhachandran Nair, former Professor & Head, Dept. of Linguistics, University of Kerala & former Chairman, Kerala Kalamandalam.
4. Shri Kanayi Kunjuraman

The above said Committee, except one member - Shri Kanayi Kunjuraman - met on 26th April, 2010 and found that the entries received were not up to the mark and not worthy of consideration. In view of this, the Committee suggested that a renowned artist within the State may be approached to get a logo prepared according to the choice of the University. Shri Kanayi Kunjuraman, a well-known sculptor of Kerala, was, therefore, contacted and he has agreed to design the logo for the University.

One of the members present in the meeting - Prof. Prabhodhachandran Nair - had suggested the following motto for the University, which is a Sanskrit verse from the Upanishad :

"Amrutham Thu Vidyaya" ("Vidyaya hi amarath"), which means "knowledge is immortality itself".

The Council noted the action taken by the Vice-Chancellor in pursuance of its decision in its first meeting. The Council considered the motto suggested by Prof. Prabodhachandran Nair and accepted the Sanskrit version "Amrutham Thu Vidyaya". Further, the Council approved entrusting the Logo designing work to Shri Kanayi Kunjuraman and authorized the Vice Chancellor to pay a suitable amount as honorarium for the work.

EC:02:06	Reporting items
----------	-----------------

The Council noted the following:

1. Joint Entrance Test for admission to various PG programmes.

Admission to various PG programmes and integrated M.Phil-Ph.D programmes have been announced. These include MSc (Animal Science); MSc (Biochemistry and Molecular Biology); MSc (Genomic Science); MSc (Physics); MA (Comparative Literature; MA (Economics) and integrated M.Phil-Ph.D programmes in Comparative Literature and Economics. Admission is through a national level common entrance test jointly organized with six other Central Universities, viz., Bihar, Jharkand, Rajasthan, Kashmir, Karnataka and Tamil Nadu. The applications are received online (www.cucet.ac.in) and the tests are scheduled in 30 different centres all over the country on 19th and 20th June, 2010. This is being conducted with support from Central University of Hyderabad. The cost on the conduct of the tests for admission will be shared among the participating Universities. The admission is expected to be made by second week of July.

2. Hiring of building for setting up of Science Departments

The Executive Council, vide item No.EC:01:08 in the last meeting held on 11th January, 2010, authorized the Vice-Chancellor/Registrar to hire buildings in the prevailing market rate for smooth conduct of its activities till land is acquired and constructions made. As land was not made available to the University, advertisements were floated in the local newspapers for hiring new buildings for starting new programmes.

The University administration received a number of bids from building owners of Kasaragod district. Among the bidders, one building, viz. River View Hospital, Padnakkad, Kanhangad Municipality, was found to be suitable for setting up the Science Departments. Negotiations with the partners of the Building were done twice by a Committee consisting of CPWD Representative, District Collector, Kasaragod, Vice-Chancellor and other officers of the University. After negotiation, it was recommended that the said building may be hired @

Rs.10/- per sq. ft. It was also recommended that the Building owner be paid an advance amount equal to three months' rent as security deposit. Agreement to this effect will be signed soon.

This was reported to the Finance Committee vide item FC:01:20 in its first meeting held on 9th May, 2010.

3. Setting up of Language Lab

In order to train students for proper verbal communication in English, it is proposed to set up a language lab in the University. It can also be used by the employees for acquiring communication skills.

Quotations were invited and the Purchase Committee shortlisted a firm that has experience in setting up language lab. The Language lab consists of three components – (1) Platform; (2) Courseware; and (3) Hardware. For completion of the work an approximate amount of Rs.40.00 lakh would be required.

4. Repatriation of Shri Ravindran Kannoth, Assistant Registrar to University of Calicut, Calicut

Shri Ravindran Kannoth who was appointed in CUK on deputation from University of Calicut in the month of December 2009 was relieved from this University on 29th April, 2010 on his request, in view of his promotion as Deputy Registrar in his parent institution.

EC:02:07	Any other item with the permission of the chair
----------	---

1. Appointment of Prof. P.R. Sudhakaran as Head, Department of Bio-Chemistry & Molecular Biology; and Dean, School of Biological Sciences

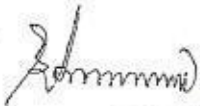
The Council resolved that Prof. P R Sudhakaran, Co-ordinator, School of Biological Sciences, may be appointed as Head, Department of Bio-Chemistry and Dean, School of Biological Sciences with immediate effect.

2. *Appointment of driver on contract basis to drive the official vehicle of the Vice-Chancellor*

The Council noted that the person engaged as Driver to drive the official car of the Vice-Chancellor has been paid a consolidated pay of Rs.6000/- per month for the last one year. He is the only driver appointed in the University. The said person is engaged against the UGC sanctioned post of Driver. Since the driver attached to VC's car has to be on duty even late hours and on holidays, it is proposed to convert the status from contingency to contract by paying the scale of pay. T

The Council considered the proposal and felt that it is justifiable to engage a person in VC's car on contract basis rather than on contingency basis. With this observation, the Council approved converting the status of the driver from Contingency to Contract with consolidated pay at the minimum pay band, grade pay and other allowances.

The meeting concluded with thanks from and to the Chair.


30/6/10
Officer on Special Duty (Adm)