### CENTRAL UNIVERSITY OF KERALA

Tajaswini Hills, Priye P O Kasaragod – 671 316

# MINUTES OF THE SEVENTH MEETING OF THE SECOND EXECUTIVE COUNCIL HELD ON 17<sup>TH</sup> JULY, 2014 AT CENTRAL UNIVERSITY OF KERALA, PERIYE

The Seventh Meeting of the Second Executive Council was held on 17th July, 2014 at Central University of Kerala, Periye Campus.

The following were present:

1	Dr. Jacob Chacko, Acting Vice-Chancellor	
2	Dr. Babu Joseph	Chairperson
3	Dr. Darvesh Gopal	Member
4	Dr. A Jayakrishnan	Member
5	Dr. K N Chandrasekharan Pillai	Member
6	Dr. P K Radhakrishnan	Member
7	Dr. E D Jemmis	Member
8	Mr. C P Ratnakaran, MHRD representative	Member
9	Mr. S Gopinath, Registrar I/c	Member
31	Printer, registrar I/C	Secretary

The Vice-Chancellor welcomed the members and expressed his gratefulness to them for making it possible to attend the meeting in spite of their busy schedule. The Vice-Chancellor explained the purpose of calling the meeting in such a short notice. The members appreciated the Vice-Chancellor for making elaborate and systematic arrangements for the First Convocation.

The agenda items were then taken up for discussion.

EC:02:07:01	Confirmation of the Minutes of the Sixth meeting of the Second Executive Council held on 25th June, 2014 at Entertual
	Engirmation of the Minutes of the Sixth mosting of
	Executive Council held on 25th June, 2014 at Erhakulam
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The Minutes of the Sixth Meeting of the Executive Council held on 25<sup>th</sup> June, 2014 were confirmed as there were no adverse comments.

EC:02:07:02	Action Tale D	(m)
EC:02:07:02	Action Taken Report on the Minutes of the Sixth meeting of the Executive Council held on 25th June, 2014	Second
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The Council noted that the Action Taken Report on the sixth meeting of the Second Executive Council held on 25<sup>th</sup>June, 2014 would be presented in the next meeting.

EC:02:07:03	T.
	10 consider grant of LIFN for One V
	To consider grant of LIEN for One Year to Shri Dinoop, P, Ex-Junior Assistant (LDC) who is presently working at Santi
	Assistant (LDC) who is presently working at Syndicate Bank
Th. C	y weette Bank

The Council noted that Shri Dinoop P, Junior Assistant (LDC) was selected for the post of Probationary Officer, Syndicate Bank and had been relieved from the University service on 23<sup>rd</sup> May, 2014 A/N. Shri Dinoop joined the said post after undergoing one month's training

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on 23<sup>rd</sup> June, 2014. After joining the post, he had requested to be granted lien from CUK (i.e., parent institution) as he would be on probation for a period of two years in Syndicate Bank.

Shri Dinoop had applied for the post of Probationary Officer, Syndicate Bank through online during the year 2013 and the University Administration had issued No Objection Certificate to attend the interview held on 3<sup>rd</sup> January, 2014.

Shri Dinoop had joined at CUK as Junior Assistant (LDC) on 8<sup>th</sup> May, 2012 A/N and had rendered 2 years and 16 days of service in the University against the minimum period of probation of two years in the post of Junior Assistant (LDC).

Lien represents the right/title of a Government employee to hold on regular basis either immediately or on the termination of the period or period of absence, a post, including a tenure post, to which he has been appointed on regular basis or on which he is not on probation.

The Council discussed the matter at length and noted that Shri Dinoop had resigned from University service without asking for lien. Lien is granted prior to relief from an organization. Therefore, the Council declined to grant lien to Shri Dinoop.

EC:02:07:04	To ratify	provisional	Parriet	107/47		100 mm 1		
EC:02:07:04	Department	(s	registration	of	Ph.D	scholars	to	Manion
	T. Milesel		19				10	various

The Council noted that the University has admitted 45 scholars to the Ph.D programme provisionally up to 31st March, 2014 as per School-wise break-up given below:

Name of the School	No. of Students
Languages & Comparative Literature Global Studies	7
Mathematical and Physical Sciences	12
Biological Sciences	11
TOTAL	15
1	45

The Council also noted that as per clauses 42 & 43 of the Ph. D Regulations of the University, the Director of Research is required to submit the list of candidates provisional registered to the Ph.D programme to the Executive Council for ratification for enabling issue of formal orders of Ph. D Registration.

The Council considered the list of 45 students and ratified registration as above. However, the Council suggested that hereafter the topic of the research and name of the Supervisor be also mentioned in the list.

EC:02:07:05	Offer of appointment issued to D of Applied Research, Gandhigran Gandhigram as Academic Coord School Of Education	r. M. A. Sudhir, Professor, Department on Rural Institute (Deemed University inator in the Department of Education
The Council not	School Of Education	inator in the Department of Education

The Council noted that against the Notification No.CUK/R/ADVT-1/10 dated 5<sup>th</sup> June, 2014 for filling up the urgent need of senior faculty at the level of Associate Professor/Professor on



contract basis in the Department of Education for M.Ed Programme, four applications/resumes were received. The resumes were forwarded to a Subject Expert to assess the suitability of the best one among them. Based on the recommendation of the subject expert, Dr. M. A. Sudhir Professor, Department of Applied Research, Gandhigram Rural Institute-Deemed University, Gandhigram, Tamilnadu has been offered the position of Academic Coordinator in the Department of Education w.e.f 4<sup>th</sup> August, 2014. He will be paid consolidated pay on the basis of last pay drawn minus pension.

The Council noted the appointment made.

EC:02:07:06 Offer of appointment issued to Dr. Thulaseedharan A, Deputy Director, Rubber Research Institute of India, Kottayam, as Associate Professor in the Department of Plant Science on deputation

The Council noted in the Fourth Meeting of the Executive Council held on 11<sup>th</sup> February, 2014, vide Item No.EC:02:04:05 and Sixth Meeting held on 25<sup>th</sup> June, 2014, vide item EC:02:06:02, the Vice-Chancellor was authorized to seek out competent and qualified senior faculty and appoint them on deputation/contract through invitation. In pursuance of this, a bio-data received from Dr. A Thulaseedharan, Deputy Director, Rubber Research Institute of India, Kottayam was sent to an expert in the field. The expert opined that he is a fit person to be considered for appointment as Associate Professor in the Department of Plant Science. In services of Dr. Thulaseedharan, initially for a period of one year on deputation. The response from the Director is awaited.

While ratifying the appointment, the Council suggested that the appointment be for one year.

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	Science, S N College Kollow
The Council po	

The Council noted that in pursuance of the resolutions cited under item EC:02:07:04, the University Administration made several attempts to find a suitable person for appointment as Associate Professor in the Department of International Relations. In the meantime, Mr. T P suggested the name of Dr. K Jayaprasad, Associate Professor, working in the Post Graduate and Research Department of Political Science, S N College, Kollam. The bio-data received from Dr. Jayaprasad was sent to two experts in the field. The experts opined that he is International Relations. In view of this, the Principal, S N College, Kollam, has been Principal is awaited.

While ratifying the appointment, the Council suggested that the appointment be for one year.

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EC:02:07:08	Appointment issued to a University of Calicut as a at Thiruvalla	Shri Shaj C Senan, Deputy Registrar (Retired), Administrative Officer in the Department of Law
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The Council noted that in order to assist the establishment of the Department of Law at Thiruvalla, Shri Shaji C Senan, Deputy Registrar (Retired), University of Calicut, has been appointed as Administrative Officer on contract basis for a period of 179 days w.e.f 20<sup>th</sup> June, 2014. He will be paid consolidated pay on the basis of last pay drawn minus pension.

The Council ratified the appointment.

As there was no other item for discussion, the meeting ended with vote of thanks.

Registrar I/c

#### केरल केन्द्रीय विश्वविद्यालय CENTRAL UNIVERSITY OF KERALA Periye, Kasaragod-671316

### ACTION TAKEN REPORT ON THE SIXTH MEETING OF THE SECOND EXECUTIVE COUNCIL

	Item No.	14	SIXTH MEETING OF THE SECONI HELD ON 25 <sup>TH</sup> JUNE 2014	STOCK TIVE COUR	NCIL
	EC:02:06:01	rtem	Gist of the decision	Actions	
		Confirmation of the Minutes of the Fift meeting of the Secon Executive Council hel- on 3 <sup>rd</sup> May, 2014	the Minutes of the Fifth Meeting of the Executive Council held on 3' May, 2014 were confirmed as then were no adverse comments.	d	Remari
	EC:02:06:02	Action Taken Report on the Minutes of the Fifth meeting of the Second Executive Council held on 3th May, 2014	Report on the Fifth Meeting of the Second Executive Council held on 3 <sup>rd</sup>	giving the last date for receipt of application as 22 <sup>nd</sup> August, 2014.	
			One of the members opined that the integrated BA/MA programme conducted at Trivandrum Centre should not be treated as a satellite of the PG programme conducted at Kasaragod. The faculty required as per UGC norms (1:2:4) be filled up on regular basis so that the quality of teaching is not compromised. The Centre be nourished to develop it to a full-fledged Department. Another member suggested that regular faculty be appointed towards the end of the second year of the programme. The Council, however, in principle, decided to strengthen the Department by appointing regular faculty.		
C	:02:06:03	t	With regard to engagement of senior faculty on contract, the Vice-Chancellor informed the Council that in spite of floating advt. through website, the response was very poor. Considering the grave situation, the Council authorized the Vice-Chancellor to seek out competent and qualified senior faculty and appoint hem on deputation/contract through nyitation.		
		2 L d	009, the Annual Report of the Iniversity shall be prepared under the irection of the Executive Council, tribich shall include	The Annual Report s being finalized arrangements hade for ranslation to lindi.	

		University towards the ulfill ent its objects and shall be submitted the Court on or before such date may be prescribed by the Statutes ar the Court shall consider the report its Annual Meeting.	to as ad in	
		The Court shall submit the Annua Report to the Visitor along with it comments, if any.	al ts	
		A copy of the Annual Report, a prepared under sub-section 30 (1) of the Central Universities Act, 2009 shall also be submitted to the Central Government, which shall, as soon as may be, cause the same to be laid before both Houses of Parliament. In order to ulfill the requirement of laying before both Houses of Parliament, the Editorial Committee, constituted by the Vice-Chancellor, has prepared the Fourth Annual Report.	of O, Il s d f	
		After going through the contents of the Fourth Annual Report 2013-14, the Council recommended the same to the Court. However, it suggested that the cover page need containpictures of University buildings, its Logo, etc. and should not include any photograph of individuals. The Vice-Chancellor was authorized to make changes necessitated by errors/omission, etc. The Council also suggested that the PDF form of the final version of the Report be sent to all the members for perusal.		
EC:02:06:04	To consider grant of study leave for a period of twelve months in favour of Dr. Rajendra Pilankatta, Assistant Professor, Dept. of Biochemistry & Molecular Biology, to avail UGC Raman Post-Doctoral Fellowship	The Council considered that Dr. Rajendra Pilankatta, Assistant Professor, Dept. of Biochemistry & Molecular Biology, has been awarded the UGC Raman Post-Doctoral Fellowship for a period of twelve months with a Fellowship of \$3000 per month. Dr. Pilankatta has now requested for grant of study leave for availing the Fellowship w.e.f. 26 <sup>th</sup> September, 2014. The Faculty Council and the Head, Department of Biochemistry & Molecular Biology have recommended the same.	Leave granted. Dr. Pilankatta is likely to avail the same towards the end of September 2014.	
		The Council noted that Dr. Pilankatta joined the University on 14.12.2011 and compléted less than 2 ½ years of continuous service as on date. As per UGC guidelines, Assistant Professor with a minimum of three years		

	continuous service is only eligible for granting of study leave. As such, he is short of about 2 ½ months of service on the day he intends avail the Fellowship, i.e. 26th September, 2014. The Council also noted that the Medical Centre of George Town University, Washington is offering the Fellowship. After thorough discussion, the Council opined that UGC Raman Post-Doctoral Fellowship is a prestigious one and is considered to be an honour for a faculty to get it. Therefore, it is resolved that twelve months leave be granted to Dr. Pilankatta condoning the shortage in prestigions.	
EC:02:06:05	Recommendations of the EC Sub-Committee constituted to assess UGC Regulations as UGC Regulations as Household In Service for availing the Fellowship.  The Council noted that a Committee of EC members comprising the UGC representative, Dr P K Radhakrishnan the applicants for the service for availing the Based on the UGC representative, Dr P K Radhakrishnan the applicants for the service for availing the Based on the UGC representative, Dr P K Radhakrishnan the applicants for the service for availing the service for a	
26	Chacko, was constituted by the Executive Council at its second meeting held on 25th August, 2013, vide item, EC:02:02:01, to look into the matters relating to Clauses 6.0.1 and 6.0.2 of the UGC Regulations 2013 on faculty selection procedures, such as scope & calculation of API scores, minimum required scores, criteria for screening of candidates at any level of recruitment, etc.  Associate Professor and Professor have been asked to update their biodata in the revised prescribed format. The last date for receipt of updated bio-data has been fixed on 22.9.2014.	
	While accepting the recommendations of the EC Sub-Committee for implementation of the UGC Regulation 2013, the Council resolved that the best qualified people only be called for interview. Further, it was resolved that for becoming eligible to be called for interview for the post of Professor, an applicant should have produced at least three Ph.D; and for becoming eligible to be called for interview for the post of Associate Professor, an applicant should have produced at least two Ph.Ds.	
	The number of candidates to be called for interview for various teaching posts be restricted as follows:  1) For one post : 12 candidates  2) For two posts : 20 candidates  3) For three posts : 25 candidates	

		<ol> <li>For more number of posts:</li> <li>1:8 ration may be followed</li> </ol>		T
EC:02:06:06	To consider and gra Earned Leave at trate of 1/3 <sup>rd</sup> of the to working days durity vacation to all translation to all translation and translations of the First Third Semesters in the academic year 2013-1	However, the Council suggested that the respective Screening Committees be given the discretion to adopt criteria for screening and short-listing of candidates in accordance with the UGC Regulation 2013.  The Council considered the fact that the First Semester Postgraduate Courses in the Academic Year 2013-14 was started on 2nd September, 2013 and due to this late start of the academic section caused lagging of the courses in both First & Third Semesters. Therefore, the Second Semester extended beyond 9th May, 2014 and thus the vacation became shortened. As per UGC Guidelines on "Leave", a teacher holding headship is entitled for credit of earned leave at the rate of 1/3nd of the total days of work done during vacation. But the leave rule is silent about the entitlement of other teaching faculties who had worked during vacation work of entrance examination, admission, etc. In view of the above, the Council approved granting of earned leave to the teaching faculties @ 1/3nd of the total days of work done during the council approved granting of earned leave to the teaching faculties @ 1/3nd of the total days of work done during vacation work of entrance examination, admission, etc.	Orders issued and leave credited to the EL account of the respective	
(2	on31.5.2014	vacation owing to the extended Semester.  The Executive Council considered the Annual Accounts of the University, comprising the Balance Sheet, Income and Expenditure Statement, and Receipts and Payments Accounts prepared in the formats prescribed by MHRD, Government of India and the financial statements on New Pension Scheme for the year 2013-14 as recommended by the Second Finance Committee at its Fourth Meeting held on 25th June, 2014, vide item FC:02:04:03 and approved the same.  The Council also authorized the Vice-Chancellor to make corrections, if any, necessitated therein and to report the same to the Council.  The Council noted the present financial position of the University with satisfaction as given below:	Statutory auditing completed and Certificate expected from the CAG.	

		Central Universities as conveyed to up by Rashtrapathi Bhavan. E.g., the Chief Guest delivers the Convocation Address only after conferring the degrees to the recipients. However, in the existing Regulation of Centra University of Kerala, the Addresshas been kept immediately after declaring open of the Convocation.  Additional clauses were required to provide for Convocation Address by the President of India and Academic Gowns for the President of India. Consequential changes to serial numbers and sequence of clauses are required. It was also noted that as per the Act, procedures on Convocation are to be prescribed through Ordinance instead of a Regulation. The existing Ordinance 20, however, is inconclusive and lacks procedural details. In view of the above, the entire procedures and protocols with respect to Convocation had to be proposed as a new Ordinance No.42. The existing Ordinance 20 and Regulation may be treated as repealed.  The Council perused the amendment	prescribed in to amended Ordinance.	as he
FC:02-14 0 00	1	The Council perused the amendment proposed and approved the same as placed at Annexure-I		
EC:02:AA:06:03	To consider the proposal for setting up of a Co-operative Society for the Welfare of the Employees of the University	University of Kerala started functioning on a rented building in the year 2009 with limited number of staff members. Now, the University has grown with about 110 permanent employees — both teaching & non-teaching- the need of a Cooperative Society to improve the promotion of the economic interests of the employees in accordance with cooperative principles is inevitable.  A Co-operative Society denotes a form of organisation wherein persons.	Bye-laws are being drafted for placing before the EC.	
		voluntarily associate together as human beings on the basis of equality for the promotion of economic interests of themselves. The philosophy of the formation of Cooperative society is "all for each and each for all".		
		As per provision 6 (1) (xxiii) of the Central Universities Act, 2009, the University have the power to make arrangements for promoting the health		

		and general welfare of the employees.  The Council approved the proposal.  The draft bye-laws will be submitted to the next Executive Council.		
EC:02:AA:06:04	Contributory Provident Fund (Central University of Kerala) Rules 2009	The Council noted that the Executive Council at its fifth meeting held on 3rd May, 2014, vide item EC:02:05:13 resolved to approve Contributory Provident Fund for the employees of the University who are not covered under NPS.  Central Universities Act, 2009 vide provision 6(1)(xxi) give powers to University to lay down conditions of service of all categories of employees including their code of conduct, Also the provisions of Act 26(f) states that the Statutes may provide for all or any of the following matters, namely the conditions of service of employees including provisions for Pension, Insurance, Provident Fund, the manner of termination and disciplinary action.  To regulate the service conditions of such employees, formation of CPF rules exclusively for the use of Central University of Kerala is necessary.  The Council considered the draft Contributory Provident Fund (Central University of Kerala) Rules, 2009 and suggested that the same may be implemented after receiving comments/ suggestions from the members in the next meeting.	Contributory Provident Fund (Central University of Kerala) Rules 2009 are being perused by the EC members and comments are awaited.	

Registrar I/c



#### केरल केन्द्रीय विश्वविद्यालय CENTRAL UNIVERSITY OF KERALA Periye, Kasaragod-671123

## ACTION TAKEN REPORT ON THE SEVENTH MEETING OF THE SECOND EXECUTIVE COUNCIL USUD ON 17<sup>TH</sup> HILLY 2014

HELD ON 17 <sup>TH</sup> JULY 2014					
Item No. EC:02:07:01	Item	Gist of the decision	Action taken	Remarks	
	O7:01 Confirmation of the Minutes of the Sixth meeting of the Second Executive Council held on 25th June, 2014 has been e-mailed to the members.  The Minutes of the sixth meeting of the Executive Council held on 25th June, 2014 has been e-mailed to the members.		No action		
EC:02:07:02	Action Taken Report on the Minutes of the Sixth meeting of the Second Executive Council held on 25th June, 2014	The Action Taken Report on the sixth meeting of the Second Executive Council held on 25 <sup>th</sup> June, 2014 will be presented in the next meeting.	Presented in the current meeting		
EC:02:07:0		(LDC) was selected for the post of Probationary Officer,			

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		termination of the period of absential including a tenure he has been appoint basis or on which probation.	ce, a post post, to which ted on regular he is not on		
EC:02:07:04	To ratify provisional registration of Ph.D scholars to various Departments	admitted 45 scholars to the			
		Name of the School	No. of Students		81
		Languages & Comparative Literature	7		
		Global Studies  Mathematical and Physical Sciences	12		1
		Biological Sciences TOTAL	15		
92		ratification for enab	ons of the Director of ed to submit s provisional the to the noil for		EX.
EC:02:07:05	+5	Against the No.CUK/R/ADVT-15th June, 2014 for furgent need of seniothe level of Associate Professor on contrathe Department of EM.Ed Programma applications/resumes received. The rest forwarded to a Subject assess the suitability one among them. Becommendation of expert, Dr. M. Professor, Depart Applied Research, CRural Instit	illing up the or faculty at the Professor/ act basis in ducation for the, four the were umes were ext Expert to the of the best ased on the the subject A. Sudhir the the subject A. Sudhir the the subject and fandhigram ute-Deemed fandhigram.	Prof. Sudhir joined in the Department of Education on 6 <sup>th</sup> August, 2014.	

		position of Academic Coordinator in the Department of Education w.e.f 4 <sup>th</sup> August, 2014. He will be paid consolidated pay on the basis of last pay drawn minus pension.		
EC:02:07:06	Offer of appointment issued to Dr. Thulaseedharan A, Deputy Director, Rubber Research Institute of India, Kottayam, as Associate Professor in the Department of Plant Science on deputation	Executive Council held on 11 <sup>th</sup> February, 2014,vide Item No.EC:02:04:05 and Sixth Meeting held on 25 <sup>th</sup> June, 2014, vide item EC:02:06:02, the Vice-Chancellor was authorized to seek out competent and qualified senior faculty and	Thulaseedharan joined in the Department of Plant Science on 6 <sup>th</sup> August, 2014.	
EC:02:07:07	Offer of appointment issued to Dr. K Jayaprasad, Associate Professor, working in the Post Graduate and Research Department of Political Science, S N College, Kollam, as Associate Professor in the Department of International Relations on deputation	In pursuance of the resolutions cited under item EC:02:07:04, the University Administration made several attempts to find a suitable person for appointment as Associate Professor in the Department of International Relations. In the meantime, Mr. T P Sreenivasan, former Ambassador & Visiting Faculty, Department of International Relations, suggested the name of Dr. K Jayaprasad, Associate Professor, working in the Post Graduate and Research Department of Political Science, S N College, Kollam. The biodata received from Dr. Jayaprasad was sent to two	Dr. K Jayaprasad joined in the Department of International Relations on 8 <sup>th</sup> August, 2014.	

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		experts in the field. The experts opined that he is eligible to be considered for appointment as Associate Professor in the Department of International Relations. In view of this, the Principal, S N College, Kollam, has been requested to spare his services for a period of one year on deputation. The response from the Principal is awaited.		
EC:02:07:08	Appointment issued to Shri. Shaji C Senan, Deputy Registrar (Retired), University of Calicut as Administrative Officer in the Department of Law at Thiruvalla.	establishment of the Department	Shri Senan joined at Thiruvalla Centre on 20 <sup>th</sup> June, 2014.	

Registrar 1/c

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