

Central University of Himachal Pradesh

[Established under Central Universities Act, 2009]



MINUTES

OF

10TH MEETING OF THE ACADEMIC COUNCIL

HELD ON **15th NOVEMBER, 2013** AT **02:30 P.M.**

VENUE: Temporary Academic Block, Central University of Himachal Pradesh,
Shahpur, District – Kangra, Himachal Pradesh – 176 206

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Central University of Himachal Pradesh

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MINUTES

The 10th Meeting of the Academic Council of the Central University of Himachal Pradesh was held on 15th November, 2013 at 2:30 P.M. at Temporary Academic Block, Central University of Himachal Pradesh, Shahpur, District Kangra, H.P.

1. The Following members were present:

1.	Prof. Furqan Qamar Vice-Chancellor, Central University of Himachal Pradesh, Dharamshala, H.P	CHAIRMAN
2.	Prof. Yoginder Verma Pro-Vice-Chancellor, CUHP, TAB, Shahpur, District – Kangra, H.P	MEMBER
3.	Prof. Devi Singh Director, IIM Lucknow, Prabandh Nagar, Off Sitapur Road, Lucknow	MEMBER
4.	Prof. Anil Kumar Singh Vice-Chancellor, University of Allahabad, Uttar Pradesh	MEMBER
5.	Prof. Sudhanshu Bhushan Head, Department of Higher Education, NUEPA, New Delhi	MEMBER
5.	Prof. Shyam Menon Vice-Chancellor, Ambedkar University, Dwarka, New Delhi	MEMBER
6.	Prof. Pulin B. Nayak 11 – Mandakini Enclave, New Delhi	MEMBER
7.	Prof. Anvita Abbi Professor of Linguistic, Centre for Linguistics, JNU, New Delhi	MEMBER
8.	Prof. Arvind Agrawal Dean, School of Social Sciences, CUHP, TAB, Shahpur, District – Kangra, H.P	MEMBER
9.	Prof. Inder Vir Malhan Dean, School of Mathematics, Computers & Information Sciences, CUHP, H.P	MEMBER
10.	Prof. H.R. Sharma Dean Students' Welfare, CUHP, TAB, Shahpur, District – Kangra, H.P	MEMBER

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11.	Prof. Kunj Bihari Joshi Dean, School of Physical & Material Sciences, CUHP, TAB, Shahpur, H.P	MEMBER
12.	Prof. Ambrish Kumar Mahajan Dean, School of Earth & Environmental Sciences, CUHP, TAB, Shahpur, H.P	MEMBER
13.	Dr. Arbind Kumar Jha Dean, School of Education, CUHP, TAB, Shahpur, District – Kangra, H.P	MEMBER
14.	Dr. Manukonda Rabindranath Dean, School of Journalism, Mass Communication & New Media, CUHP, H.P	MEMBER
15.	Dr. Roshan Lal Sharma Dean, School of Humanities & Languages, CUHP, TAB, Shahpur, Kangra, H.P	MEMBER
16.	Dr. Sanjeev Gupta Head, Department. of Accounting & Finance, CUHP, TAB, Shahpur, Kangra, H.P	MEMBER
17.	Dr. Bhagwan Singh Head, Department of Marketing & Supply Chain Management, CUHP, H.P	MEMBER
18.	Dr. O.S.K.S. Sastri Head, Department of Physics & Astronomical Sciences, CUHP, TAB, H.P	MEMBER
19.	Dr. Pradeep Kumar Head, Department of Mass Communication & Electronic Media, CUHP, H.P	MEMBER
20.	Dr. Yusuf Akhter, Assistant Professor, Centre for Computational Biology & Bioinformatics, CUHP	MEMBER
21.	Dr. Manoj Kumar Saxena Associate Professor, Department of Teachers Education, CUHP, TAB, H.P	MEMBER
22.	Dr. Deepak Pant Associate Professor, Department of Environmental Sciences, CUHP, TAB, H.P	MEMBER
23.	Shri Manoj Dhiman Assistant Professor, Department of Computer & IT, CUHP, TAB, Shahpur, H.P	MEMBER
24.	Dr. Gautam Mukherjee Registrar, Central University of Himachal Pradesh, Dharamshala, H.P	EX OFFICIO SECRETARY
25.	Shri B.R. Dhiman Finance Officer, Central University of Himachal Pradesh, Dharamshala, H.P	SPECIAL INVITEE

2. The following members could not attend the meeting due to their prior commitments and unavoidable reasons and were granted leave of absence:

1.	Prof. N. Sathyamurthy Director, Indian Institute of Science Education & Research, Punjab	MEMBER
3.	Prof. Faizan Ahmad Director, Centre for Multi-Disciplinary Research in Basic Sciences, JMI	MEMBER
4.	Prof. S. P. Singh Chair of Excellence, Forest Research Institute (Deemed University) Dehradun, Uttarakhand	
4.	Prof. Meenakshi Gopinath A – 86, Nizamuddin East, New Delhi	MEMBER
5.	Shri Shekhar Kapur Creative Director, A / 5, Beach House, Gandhigram Road, Juhu, Mumbai	MEMBER

3. The Vice-Chancellor extended a warm welcome and thanked all the members for attending this meeting. He apprised the members that this meeting assumes significance in the sense that it is the maiden meeting of the subsequent Academic Council constituted by the University in accordance with the amended Statute No. 13, as approved by the Honourable Visitor vide MHRD letter No.54-4/2012-Desk (U) dated 11th March, 2013. While the first Academic Council comprised all external members, the subsequent Academic Council comprise a dominant number of members drawn from within the University and only ten members drawn from outside co-opted by the Academic Council. The Vice Chancellor impressed upon the need for the Council to act and decide on issues with a sense of greater responsibility to ensure that the University achieves its vision of inclusive access and excellence in higher education and emerges as a premier institution of repute in the country. The Vice Chancellor also urged the external members to continue to extend their support and contribution in the formative years of the university.

Thereafter the Agenda Items were taken up for consideration, as under: -

ITEM NO: 10.1(i) Confirmation of the Minutes of the 8th Meeting of the Academic Council held on 4th April, 2013.

The Minutes of the 8th Meeting of the Academic Council held on 4th April, 2013 are placed before the Academic Council as per ANNEXURE – 10.1(i)A for confirmation.

The Minutes of the 8th Meeting of the Academic Council held on 4th April, 2013 were confirmed.

ITEM NO: 10.1(ii) Confirmation of the Minutes of the 9th (Special) Meeting of the Academic Council held on 16th August, 2013.

The Minutes of the 9th (Special) Meeting of the Academic Council held on 16th August, 2013 are placed before the Academic Council as per ANNEXURE - 10.1(ii)A for confirmation.

The Minutes of the 9th (Special) Meeting of the Academic Council held on 16th August, 2013 were confirmed.

ITEM NO: 10.2(i) To place before the Academic Council the Report about the action taken on the decisions of its 8th Meeting held on 4th April, 2013.

The report about the action taken on the decisions of 8th Meeting of the Academic Council held on 4th April, 2013 is placed before the Academic Council as per ANNEXURE - 10.2(i)A.

The Academic Council noted the Action Taken Report (ATR) on the decisions taken in the 8th Meeting of the Academic Council held on 4th April, 2013.

ITEM NO: 10.2(ii) To place before the Academic Council the Report about the action taken on the decisions of its 9th (Special) Meeting held on 16th August, 2013.

The report about the action taken on the decisions of 9th (Special) Meeting of the Academic Council held on 16th August, 2013 is placed before the Academic Council as per ANNEXURE - 10.2(ii)A.

The Academic Council noted the Action Taken Report (ATR) on the decisions taken in the 9th (Special) Meeting of the Academic Council held on 16th August, 2013.

ITEM FOR REPORTING AND RATIFICATION:

ITEM NO: 10.3 To report the action taken by the Vice-Chancellor regarding revision of emoluments of UGC Post Doctoral Fellowship for SC / ST Candidates.

The University has received letter No. F. 21-1/2010/PDF-Policy/(SA-III) dated 26th June, 2013 of Ms. Neelam Chopra, Deputy Secretary, University Grants Commission, New Delhi vide which she has informed that the University Grants Commission has made the certain revision / amendments under the Scheme of Post Doctoral Fellowship for SC/ST Candidates w.e.f. 1st April, 2009. A copy of the said letter received from UGC is placed as ANNEXURE - 10.3A.

The University vide its Office Order No. 2-4/CUHP/Acad/2010/4143-53 dated 17th July, 2013 has adopted the revision of emoluments of UGC Post Doctoral Fellowship for SC / ST Candidates.

The Academic Council noted and ratified the decision taken by the Vice-Chancellor.

ITEM NO:10.4

To report the matter regarding appointment of Prof. Binod Khadria, Professor, Zakir Husain Centre of Educational Studies, JNU, Delhi as member of First School Board of School of Education in place of Prof. A.K. Sharma, Former Director, NCERT.

In pursuance to the Statute 15(2) every School shall have a School Board and the members of the first School Board shall be nominated by the Executive Council for a period of three years, Prof. A.K. Sharma, Former Director, NCERT was nominated as one of the Expert for the First School Board of School of Education. Ordinance No. 22 provides that the each School Board shall have three experts not in the service of the University having special knowledge of the subject or subject concerned, around which the Departments/Centres in the School are organised, shall be nominated by the Academic Council.

Further, in this context, it is submitted that as Prof. A.K. Sharma, who was nominated as a Member of First School Board of School of Education expressed his inability to continue as member of the School Board of School of Education, therefore, the Vice-Chancellor has nominated Prof. Binod Khadria, Professor, Zakir Husain Centre of Educational Studies, JNU, Delhi as member of First School Board of School of Education in place of Prof. A.K. Sharma.

The Academic Council noted and ratified the decision taken by the Vice-Chancellor.

ITEM NO:10.5

To place before the Academic Council University Prospectus for Research Degree (RD) Programmes 2013-2014 including fee structure for consideration and approval.

University has started RD programmes from the academic session 2010-11. In the first session, the RD programmes were started in the discipline of Management, Economics, Social work and Mathematics. Admission to these programmes was made on the basis of TREAT (entrance test), academic score and personal interview. Further, in the academic session 2011 -12 new RD programmes were also started in the disciplines/subjects of Environment, Education, English, Hindi, Computational Biology, Computer Science, Physics and Tourism in addition to RD programmes started in 2010-11. The procedure

for admission to these programmes was similar to the one followed in 2010 -11.

Due to inadequate faculty to supervise the students of RD programmes, the university did not admit students in RD programmes during the academic session 2012-13. Now, the university has got faculty to supervise research students in various disciplines/subjects. Therefore, it has been decided to admit students in RD programmes in academic session 2013-14 starting from Spring Semester. In accordance with CUHP Ordinance 42, an eligible teacher can guide the number of M.Phil / Ph.D research scholars as may be prescribed by the School Board on the recommendations of BoS from time to time. According to UGC (Minimum Standards & Procedures for Awards of M.Phil / Ph.D degrees Regulation, 2009), a supervisor shall not have, at any given point of time, more than 8 Ph.D scholars and 5 M.Phil scholars. At present, the university may take good number of students in various disciplines as per these guidelines. However, keeping into consideration, the space available at TAB, it is virtually impossible to have more than 65 RD students (Both M.Phil & Ph.D). In case of lab - based programmes, some more RD students may be taken as their sitting arrangement can be made in the labs if Heads so wish.

As per the existing CUHP Ordinance pertaining to M.Phil & Ph.D programme, a teacher holding Ph.D degree and 4 years of PG teaching experience shall be eligible to be appointed as supervisor for Ph.D students. However, this provision stands amended where the condition of 4 years PG teaching experience can be relaxed by the Vice Chancellor. If the university strictly implements the conditions of 4 years teaching experience, the eligible number of teachers in each department will be very less and such faculty will be overburdened with number of RD students.

Since most of the eligible faculty is at the senior level, who are also involved in administrative work, the overall quality of research may suffer if they are allotted more number of students. It is, therefore, suggested that since the University is at the formative stage, the teachers with Ph.D degree but not having requisite teaching experience may be considered for allotment of one Ph.D / M.Phil research scholar.

The matter was discussed in Deans Meeting chaired by Vice Chancellor on 25.09.2013. In the meeting it was decided that Professor, Associate Professor and Assistant Professor having PhD with 4 years experience be given 2 RD scholars each and one RD scholar be allotted to an Assistant Professor having PhD with less than 4 years experience.

The university offers full time RD programmes; therefore, each scholar is to be provided adequate working space. At present there is no room / hall where the research scholars may be seated. However, there is one vacant lab in which 44 research scholars may be made to sit. There is also a space for about 16 research scholars in the adjoining lab. In all about 60 research scholars may be accommodated in these labs. A few scholars may be accommodated in the labs of Physics and Environment.

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The number of seats based on the requirement of each department as submitted by the Deans and the prescribed norms, the discipline wise number of seats for which admissions will be made are as under:-

Sr. No.	Name of the Department	Area	Intake	
			Area-wise	Total
1.	School of Business & Management Studies			
	Department of Accounting & Finance	<ul style="list-style-type: none"> International Finance Entrepreneurship Corporate Finance Investment Management 	1 1 3 2	7 (UR=3, SC=1, ST=1 and OBC=2)
	Department of Marketing and Supply Chain Management	<ul style="list-style-type: none"> Internet Applications in Marketing Strategic Marketing Management 	2 1	3 (UR=1, ST=1, and OBC=1)
	Human Resource Management & OB	<ul style="list-style-type: none"> Values-Based Management Human Resource Issues Organizational Effectiveness 	1 4 1	6 (UR=3, SC=2, ST=1 and OBC=2)
2.	School of Earth & Environmental Sciences			
	Environment Sciences	<ul style="list-style-type: none"> Geological Hazards Waste Management and Detoxification Geochemistry, Palaeoclimate, Geomorphology Environmental Microbiology Atmospheric Dynamics Glaciology & Remote Sensing Environmental Biotechnology 	2 2 2 2 1 1 1	11 (UR=6, SC=2, ST=1 and OBC=2)
3.	School of Education			
	Teacher Education	<ul style="list-style-type: none"> Epistemology & Education and Mathematics & Science Education, Constructivism & Education ICT in Education, Environmental Education, Tribal education Educational Psychology & Science Education 	2 2 1	5 (UR=3, SC=1 and OBC=1)
4.	School of Humanities & Languages			
	English	<ul style="list-style-type: none"> Contemporary World Fiction and Comparative Literature Immigrant & Diasporic Literature American Literature 	2 1 1	4 (UR=2, SC=1 and OBC=1)
5.	School of Journalism Mass Communication & new Media			
	Journalism & Creative Writing	<ul style="list-style-type: none"> Advertising & Public Relations Development Communication 	2 1	3 (UR=1 and OBC=2)
	Mass Communication and Electronic Media	<ul style="list-style-type: none"> New Media Research New Media Technologies 	2 1	3 (UR=2 and SC=1)
6.	School of Life Science			
	Centre for Computational Biology and Bioinformatics	<ul style="list-style-type: none"> Structural Bioinformatics Computational Systems Biology Molecular Modelling and Drug Designing 	1 1 1	3 (UR=2 and OBC=1)
7.	School of Mathematics, Computers & Information Science			
	Mathematics	<ul style="list-style-type: none"> Differential Geometry Fluid Dynamics 	1 2	3 (UR=2 and SC=1)

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	Library Science	<ul style="list-style-type: none"> Knowledge Management Digital Libraries 	1 1	2 (UR=1 and OBC=1)
8.	School of Physical & Material Sciences			
	Physics & Astronomical Science	<ul style="list-style-type: none"> Computational Materials Science Physics Education Research Neutrino Physics & Astrophysics Quantum Field Theory & General Relativity Theoretical Nuclear Physics 	1 1 2 1 1	6 (UR=3, SC=1 and OBC=2)
9.	School of Social Sciences			
	Social Work	<ul style="list-style-type: none"> Gender & Weaker Sections; Rural & Tribal Studies Social Development and Social Capital 	2 2	4 (UR=2, SC=1 and OBC=1)
	Economics and Public Policy	<ul style="list-style-type: none"> Agrarian Studies, Wages and Employment 	1	1 (UR=1)
10.	School of Tourism, Travel & Hospitality Management			
	Tourism and Travel Management	<ul style="list-style-type: none"> Destination Branding and Marketing Terrorism & Tourism 	2 1	3 (UR=2 and OBC=1)
	Total Seats	64 (UR=34, SC=9, ST=4 and OBC=17)		
<i>UR- Unreserved Category; SC - Scheduled Castes; ST - Scheduled Tribes OBC- Other Backward Classes</i>				

The minimum eligibility, process of conducting admission to RD programmes such as conduct of TREAT, personal interview and calculation of the academic score shall be same as per the existing provision approved by the AC & EC for admission in academic session 2011-12 as well as contained in the Ordinance -2.

As decided in the meeting of Deans' held under the chairmanship of the Vice Chancellor held on 25th September 2013, cut-off marks for calling candidates for GD/PI and also cut off marks for final selection for admission to RD Programme will be as under:

- a. The cut-off marks for calling applicants for GD/PI shall be 55% of TREAT Score plus Academic Score for general category students and 50% for SC/ST/OBC & Persons with Disabilities categories.
- b. Subject to the fulfilment of the minimum cut-off marks as prescribed above, candidates equivalent to three times the number of seats in a research area chosen by the applicant shall be called for Group Discussion/Personal Interview (GD/PI) strictly on the basis of merit.
- c. Final selection for admission to RD Programme in a research area/discipline shall be made on the basis of merit of the composite score, subject to fulfilment of the minimum cut-off marks that will be 55% of composite score for Unreserved and OBC category candidates and 50 percent for SC /ST and persons with disability.

As the matter was of routine nature and in accordance with the existing Ordinance the same was approved by the vice-Chancellor so that the process of admission could commence in time for the academic session 2013-14. The prospectus issued in this regard is annexed as **ANNEXURE - 10.5A**.

The Academic Council noted and ratified the decision taken by the Vice-Chancellor.

ITEM NO:10.6

To place before the Academic Council the matter regarding submission of Property Returns – Greater transparency and Preventive Vigilance initiative.

As per CCS Conduct Rules, 1964 every employee is required to submit his/her property return to the competent authority at the time of his/her first appointment and thereafter every year. Similarly, every employees is required to give prior intimation or seek previous sanction for transaction in respect of immovable and movable property.

Besides, the Ministry of HRD vide letter No. 20-82/2012-Desk U dated 22nd August, 2012 (**Annexure – 10.6A**) has forwarded the guidelines of the vigilance Section (**ANNEXURE- 10.6B**), directing thereby all employees/faculty should submit their property returns latest by 31st January to the competent authority.

Accordingly, the rules for declaration of Assets and Liabilities by the University Employees at the time of his/her first appointment and annually on or before 31st December of each year have been prescribed by the University vide Office Order No. 6-1/CUHP/GA/2011/1190-1201 dated 9th March, 2013 (**ANNEXURE-10.6C**)

The Academic Council noted the decision taken by the Vice-Chancellor.

ITEM FOR CONSIDERATION AND DECISION:

ITEM NO: 10.7

To place before the Academic Council the matter regarding adoption of the following Regulations framed by the University Grants Commission:

- 1. UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012.**
- 2. UGC (Mandatory Assessment and Accreditation of Institutions) Regulations, 2012.**
- 3. UGC (Grievance Redressal) Regulations, 2012.**

The University Grants Commission vide its D.O. No. 14-3/2012 (CPP - II) dated 25.04.2013 and D.O. No. 14-4/2012(CPP-II) dated 18th June, 2013 respectively has stated that the UGC with the concurrence of the Government of India, MHRD has framed the following Regulations:

1. UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012.
2. UGC (Mandatory Assessment and Accreditation of Institutions) Regulations, 2012.
3. UGC (Grievance Redressal) Regulations, 2012

The University Grants Commission has informed that the said Regulations prepared by the Expert Committee were considered and approved by the Commission in its meeting held on 21st January, 2013. The Regulations have been notified in the Gazette of India. The UGC also requested to ensure the compliance of these Regulations by all the Departments of the University.

1. UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012 placed as ANNEXURE – 10.7A.

These regulations may be called the UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012. They shall apply to all the higher educational institutions in India.

These guidelines inter alia provides as under:

Higher educational institution to take measures against discrimination:-

- (1) Every higher educational institution shall take appropriate measures to –
- a. Safeguard the interests of the students without any prejudice to their caste, creed, religion, language, ethnicity, gender and disability.
 - b. Eliminate discrimination against or harassment of any student in all forms in higher educational institutions by prohibiting it and by providing for preventive and protective measures to facilitate its eradication and punishments for those who indulge in any form of discrimination or harassment.
 - c. Promote equality among students of all sections of the society.

2. UGC (Mandatory Assessment and Accreditation of Institutions) Regulations, 2012 placed as ANNEXURE 10.7B.

These Regulations shall be called the University Grants Commission (Mandatory Assessment and Accreditation of higher Educational Institutions) Regulations, 2012. The objectives of these Regulations essentially are as under: -

- a) To accord recognition to the quality and excellence of education imparted by Higher Educational Institutions and thereby to advance academic quality;
- b) To enable students and other stakeholders to make informed choices with regard to Higher Educational Institutions.
- c) To enable students, teachers and other stakeholders to provide inputs concerning the quality of education imparted by the Higher Educational Institutions;

- d) To facilitate Higher Educational Institutions to augment quality, by bench-marking uniform reference points pertaining to academic standards;
- e) To facilitate Higher Educational Institutions to secure additional funding and other incentives, if found eligible, from appropriate regulations and or funding agencies;
- f) To facilitate Higher Educational Institutions to acquire international recognition, cross-border and trans-national collaborations;
- g) To facilitate students achieve learning outcomes appropriate to their course and relevant to their context, as shall be declared by Higher Educational Institutions;
- h) To facilitate students entitlement, as prescribed by the Commission or declared by the Higher Educational Institution, as the case may be, to be met by Higher Educational Institutions
- i) To facilitate teachers achieve and maintain teaching and research standards as shall be declared by Higher Educational Institutions;
- j) To facilitate effective teaching-learning and access to quality teaching-learning material in all the languages permitted by the Higher Educational Institution as medium of instruction or examination; and
- k) To facilitate Higher Educational Institution achieve effective governance mechanisms in their management and administration.

3. UGC (Grievance Redressal) Regulations, 2012 placed as ANNEXURE- 10.7C.

The University Grants Commission vide its D.O. No. 14-4/2012 (CPP - II) dated 18th June, 2013 has stated that the UGC has approved the UGC (Grievance Redressal) Regulations, 2012 which have been notified in the Gazette of India. They have requested to ensure the compliance of these Regulations by all the departments of the university.

According to the University Grants Commission (Grievance Redressal) Regulations, 2012 "grievances" includes the following complaints of the aggrieved students, namely: -

- (i) Making admission contrary to merit determined in accordance with the declared admission policy of the institute;
- (ii) Irregularity in the admission process adopted by the institute;
- (iii) Refusing admission in accordance with the declared admission policy of the institute;
- (iv) Non publication of prospectus, as specified;

- (v) Publishing any information in the prospectus, which is false or misleading, and not based on facts;
- (vi) Withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue;
- (vii) Demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution;
- (viii) Breach of the policy for reservation in admission as may be applicable;
- (ix) Complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories;
- (x) Non-payment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
- (xi) Delay in conduct of examinations or declaration of results beyond that specified in the academic calendar;
- (xii) On provision of student amenities as may have been promised or required to be provided by the institution;
- (xiii) Denial of quality education as promised at the time of admission or required to be provided;
- (xiv) Non transparent or unfair evaluation practices;
- (xv) Harassment and victimisation of students, including sexual harassment;

The **Section 4 – Appointment, tenure, removal and conditions of services under grievance redressal mechanism**; provides as under: -

Sub Section (1) Each University shall appoint an **Ombudsman** for redressal of grievances of students under these regulations.

Sub-section (6) – The **Ombudsman in a Central University** and institution deemed to be university shall be appointed by the Central University or institution as the case may be on **part-time basis from a panel of three names recommended by the search committee** consisting of the following members, namely:-

- a) Chairman of the University Grants Commission or his nominee – *Chairman*
- b) One Vice Chancellor from central university, by rotation, to be nominated by the Central Government – *Member*;
- c) One Vice Chancellor from institution deemed to be university, by rotation, to be nominated by the Central Government – *Member*;
- d) Joint Secretary to the Government of India in the Ministry of Human Resource Development dealing or incharge of the higher education – *Member*;

- e) Joint Secretary in the office of the University Grants Commission –
Member – Convener

The powers and functions of Ombudsman, Procedure in redressal of grievances by Ombudsman and Grievance Redressal Committee and other related information has also been published in Gazette Notification (ANNEXURE – 10.7D).

The matter was discussed in detail and the Academic Council recommended for the adoption of the above Regulations to the Executive Council for its consideration and approval.

ITEM NO: 10.8

To place before the Academic Council the matter regarding adoption of UGC Scheme of “Joint Appointment for Exchange of Human Resource between Universities and other Institutions / Organizations”.

The University has received a letter D.O.No.14-36/2011 (CPP - II) dated 12th June, 2013 of Dr. Akhilesh Gupta, Secretary, University Grants Commission, New Delhi vide which he has informed that the Commission has framed the guidelines for the Scheme of “Joint Appointment for Exchange of Human Resource between Universities and other Institutions / Organizations”.

The UGC has further informed that all the Universities eligible to received UGC assistance under Section 12-B of the UGC Act, 1956, may kindly send their proposal.

The Objective of the said Scheme is as under:

- i. To improve the academic environment in the University system by promoting collaboration and formal linkages with other Universities, National Laboratories, Institutes of national importance and Industrial R&D Laboratories in all branches of knowledge through programme of teaching, training and research.
- ii. To encourage non University institutions to benefit from the expertise in the University system.

The copy of the said letter received from UGC along with the guidelines for the Scheme of “Joint Appointment for Exchange of Human Resource between Universities and other Institutions / Organizations” is placed as ANNEXURE – 10.8A.

The Academic Council considered the guidelines framed by the UGC and recommended for the adoption of these guidelines for the approval of the Executive Council.

ITEM NO. 10.9

To place before the Academic Council the matter regarding establishment / constitution of the “External Relations Cell”.

The Central University of Himachal Pradesh is committed to provide assistance to its passing-out students in seeking jobs in relevant sectors. For this purpose an External Relations Cell has to be established / constituted in the University.

The External Relations Cell is proposed with the objective of enhancing communication, networking and relationship with teachers and research institution, industry, NGO in India & abroad. The Cell shall be headed by a Director, appointed from amongst the faculty not below the rank of Professors of the University.

The Director so appointed shall be entitled to an honorarium of Rs.3000/- per month.

The Academic Council considered the matter felt that such a cell is urgently called for and recommended the proposal to the Executive Council for approval.

ITEM NO. 10.10

To place before the Academic Council the Annual Report 2012-13 of the University for the period from 1st April, 2012 to 31st March, 2013.

The Central Universities Act 2009 provides that the "Annual Report of the University shall be prepared under the direction of the Executive Council, which shall include, among other matters, the steps taken by the University towards the fulfilment of its objects and shall be submitted to the Court on or before such dates as may be prescribed by the Statutes and the Court shall consider the report in its annual meeting. The Court shall submit the annual report to the Visitor along with its comments, if any and a copy of the Annual Report, as prepared shall also be submitted to the Central Government, which shall, as soon as may be, cause the same to be laid before both the Houses of Parliament.

The Academic Council considered the Annual Report of the University for the period 1st April, 2012 to 31st March, 2013 and appreciated the efforts made by the faculty, students and staff of the University during the previous year. The Academic Council recommended the Annual report to the executive Council for approval.

ITEM NO. 10.11 To report to the Academic Council the dates and other details regarding the 2nd Convocation of the University and to recommend the name(s) of eminent person(s) for conferring Honorary Degree.

- (a) The President of India has very kindly consented to grace the occasion of Second Convocation on 12th February, 2014. In this connection the draft itinerary of the President's visit to Himachal Pradesh on 12th February, 2014 has been received. The Vice-Chancellor has already constituted a Coordination Committee and also various tasks have been assigned to different Committee regarding organisation and conduct of the Convocation.
- (b) The University may, on this occasion like to confer Honorary degree upon an eminent person. According to Statute 26(1) the Executive Council may, on the recommendation of the Academic Council and by a resolution passed by a majority of not less than two-thirds of the members present and voting, make proposals to the Visitor for the conferment of honorary degrees. Provided that in case of emergency, the Executive Council may, on its own motion, make such proposals. Hence it is proposed that the Academic Council may recommend an eminent person for the conferment of the Honorary degree.

The Academic Council noted the schedule of the 2nd Convocation of the University and it was unanimously decided to recommend to the Executive Council, Dr. Vijay Kelkar, be recommended for conferment of Honorary Degree in the 2nd Convocation.

ITEM NO. 10.12 To place before the Academic Council the matter regarding establishment of Chair for Tribal Studies.

The University Grants Commission vide letter No. F.29-5(3)/2012(CU) dated 30th August, 2013 (**ANNEXURE - 10.12A**) has conveyed the approval of the UGC for establishment of Chair for Tribal Studies and expenditure as per details given as under: -

Sl. No.	Name of Item/Posts	Amount p.a. as per UGC norms
1.	Professor (100% funding for 5 years as per UGC norms)	Rs. 15,00,000/-
2.	Post Doctoral Research Associate (100% funding for 5 years as per UGC norms)	Rs. 3,69,600/-
3.	Junior Research Fellow (Rs. 16000+10% + 20,000 for 5 years)	Rs. 6,93,600/-
4.	Two Technical Assistance (for 5 years)	The University will eligible to get consolidated assistance as per Department of Labour of the concern State Government for skilled/ unskilled/semi-skilled posts.

5.	Library	Rs. 1,00,000/- p.a. (as per UGC norms)
6.	Contingency and office expenses	Rs.1,00,000/- p.a. (as per UGC norms)
7.	Conducting Seminars/ Conference/ Workshop	Rs. 3,00,000/- p.a. (as per UGC norms)
8.	Travel	Rs. 50,000/- (as per UGC norms)

The above approval will be subject to the condition that this Chair will be on project basis for five years and will not be merged under non-plan after completion of the project.

Accordingly, the UGC has released Rs. 25,00,000/- (Rupees Twenty five lakhs only) towards the 1st instalment for the year 2013-2014 for establishment of the Chair for the plan expenditure to be incurred during 2013-2014.

The Academic Council expressed its happiness about the initiative taken by the University in submitting the proposal to the UGC for instituting the chair and suggested that the UGC be also requested to provide a budget of Rs. 5 Lakhs for field work and recommended the proposal to institute the Chair to the Executive Council for approval.

ITEM NO. 10.13

To place before the Academic Council the draft Ordinance No. 45 dealing with the formation of the Students' Council.

The matter with regard to prescribe guidelines for the formation of Students' Council in the University in terms of Statute 36 was under consideration for sometime past. In this regard, the Dean Students' Welfare being the Chairman of the Students' Council submitted the proposal regarding guidelines for the formation of Students Council. After the considering the proposal the Vice-Chancellor has been pleased to prescribe the guidelines for the formation of the Students' Council which was notified vide office order No. 3-8/CUHP/GA/2012/5799-5805 dated 11th October, 2013 (**ANNEXURE-10.13A**).

The Academic Council ratified the decision of the Vice-Chancellor to notify the Guidelines for the formation of the Students Council in the University and considered the draft Ordinance No. 45 and further recommended the same to the Executive Council for approval.

ITEM NO. 10.14

To place before the Academic Council the recommendations of the School Boards for consideration and approval.

Clause 15(2) of the Statute provides that every school shall have a School Board and the members of the first School Board shall be nominated by the Executive Council for a period of three years. Ordinance 22 : Constitution, Powers and Functions of the School Board provides that, *"The Board shall hold*

at least two ordinary meetings in an Academic year, one in each semester". The minutes of the following School Boards received and are placed below for the consideration and approval of the Academic Council:

1. School of Earth & Environmental Sciences held on 13th September, 2013 **(ANNEXURE - 10.14A)**.
2. School of Life Sciences held on 23rd September, 2013 **(ANNEXURE - 10.14B)**.
3. School of Business & Management Studies held on 8th October, 2013 **(ANNEXURE - 10.14C)**.
4. School of Mathematics, Computers & Information Sciences held on 14th October, 2013 **(ANNEXURE - 10.14D)**.
5. School of Education held on 7th September, 2013 **(ANNEXURE - 10.14E)**.
6. School of Journalism, Mass Communication & New Media held on 12th October, 2012 **(ANNEXURE - 10.14F)**.
7. School of Humanities & Languages held on 28th August, 2013 **(ANNEXURE - 10.14G)**.

The Minutes of the School Boards as above were presented by the respectively Deans and the Academic Council considered the same. The Academic Council expressed its satisfaction about the academic work being done by different Departments/Centres and Schools of the University despite constraints of physical facilities and recorded its appreciation to the faculty members and the Vice Chancellor for providing the able guidance. The Academic Council approved the Minutes of the School Boards.

ITEM NO. 10.15 To place before the Academic Council the implementation of Research Projects sanctioned by different funding agencies during the financial year 2013-14 (Annexure 10.15A(i) to (vii)).

The Research Projects as per following details have been sanctioned by the funding agencies shown against each, which have been implemented in the University:

Sr. No.	Title of the Project	Funding Agency	Duration	Financial outlay (lakhs)
1.	Ten days Research Methodology course for Ph.D. Students (SC category) : P.I. - Dr.Rabindranath Manukonda, Assoc. Prof. and Head	Indian Council of Social Science Research	10 days	5.00
2.	Ten days Research Methodology course for Ph.D. Students (ST category) in Social Sc.: P.I. - Dr.Suman Sharma, Asstt. Professor	Indian Council of Social Science Research	10 days	4.95

3.	Ten days Research Methodology course for Ph.D. Students in Social Sc.: P.I. – Dr. Arbind K. Jha, Dean, School of Education	Indian Council of Social Science Research	10 days	4.95
4.	Micro Enterprises in Rural Non- Farm Sector in HP- An Empirical Study in Production, Technology and Marketing: PI: Prof. H.R. Sharma, Head and DSW	University Grants Commission	2 years	7.336
5.	Linking Vadose Zone Microbial ecology and geochemistry of Sediment Cores from the Alluvial Mahi River Basin, Western India – Co PI: Dr. Anupam Sharma, Assoc. Professor	Science and Engineering Research Board, Department of Science & Tech.	3 years	9.00
6.	Green Chemical recycling of polycarbonate plastic for the synthesis of valuable chemicals and epoxy compounds – PI :Dr. Deepak Pant, Assoc. Prof.	Science and Engineering Research Board, Department of Science & Tech.	3 years	18.68
7.	Studies on antagonistic isolates of Trichoderma spp. For management of Fussarium wilt of tomato in tropical agro ecosystems: PI- Dr. Mushtaq Ahmed, Assoc. Prof.	Science and Engineering Research Board, Department of Science & Tec	3 years	25.00

The Academic Council appreciated the efforts made by the faculty and recommended to the Executive Council for its approval.

ITEM NO. 10.16 To place before the Academic Council, the proposal to start B.Ed. and M.Ed. integrated courses under the School of Education.

The University Grants Commission had approved 20 programmes with 140 (Professor-1, Associate Professor-2, Assistant Professor-4) faculty positions. Among other programmes, while activating 20 programmes, the University has activated the Department of Teachers Education in the School of Education with 7 (Professor-1, Associate Professor-2, Assistant Professor-4) faculty positions and started M.A. (Education) and Ph.D. (Education) programmes. However, it was found that there was no good response for Admissions to M.A. Education. As such it was found desire that the University may start B.Ed. and M.Ed. programmes in the School of Education and accordingly a proposal was moved to the University Grants Commission seeking the approval for the start of said courses and manpower (teaching and non-teaching), as per requirements/norms of NCTE. In response to the proposal of the University, the UGC vide letter No. F.15-5/2012(CU) dated 11th October, 2013 (**ANNEXURE – 10.16A**), has approved the followed courses and teaching positions. The non-teaching positions have been stated to be considered separately.

Details of the Courses approved by UGC	Details of the teaching staff approved by UGC	No. of Posts
B.Ed.	Professor	2 (Two)
M.Ed.	Associate Professor	3 (Three)
	Assistant Professor	8 (Eight)
	Total	13 (Thirteen)

The Academic Council considered the proposal and appreciated the efforts of the University and initiative of the UGC in sanctioning the above positions and suggested that the recommendation of the Justice Verma Commission and lateral entry & exit procedure are also to be adopted.

ITEM NO. 10.17

To place before the Academic Council the proposal to Amend Regulation No. 2 dealing with the Conduct of the Business of the Academic Council.

The Academic Council vide item No. 2.11 in its 2nd Meeting held on 11th February, 2011 has approved the Regulations for the conduct of the Business of the Academic Council made under the provision of Section 29 of the Central Universities Act 2009 read with Statute 38 of the 1st Statutes set out in the Second Schedule of the Act *ibid*.

Since the completion of the term of the first Academic Council, the subsequent Academic Council has been constituted vide amended Statute 13(3). The amended Statute 13(3) *inter alia* provides that *One half of the total members of the Academic Council, including at least two external members, shall form the quorum for the meeting of the Academic Council.* This entails amendment in the Regulation No. 2.

The Academic Council approved the amendment in Clause 11 of the Regulation 2 dealing with the Conduct of the Business of the Academic Council and approved the same.

ITEM NO. 10.18

To place before the Academic Council the draft Regulation No. 10 dealing with the procedure for the Award of Freeships (Full Freeships/ Half Freeships/ Fee Concession) to Full Time Regular Students of the University.

Ordinance No. 32 provides for the award of freeships to full time regular students of the University. The same have been implemented during the past. Necessity has arisen to also prescribe regulation guiding the procedure for the same. Hence Hon'ble Vice-Chancellor had constituted a Committee consisting of Prof. I.V. Malhan, Dean, School of Mathematics, Computers and Information

Sciences as Chairman and Dr. Roshan Lal Sharma, Proctor and Dean, School of Humanities & Languages & Dr. Sanjeev Gupta, Head, Department of Accounting & Finance as members.

The Committee prepared and recommended the Regulations which were considered and approved by the Hon'ble Vice-Chancellor as a Guidelines for the current academic session and was notified vide Notification No. 2-2/CUHP/Acad/2010/5477-81 dated 24th September, 2013.

The same has been given the form of Regulation and placed at **(ANNEXURE-10.18A)**.

The Academic Council considered the Regulation and recommended the same to the Executive Council for its approval.

ITEM NO: 10.1(T) To place before the Academic Council draft Ordinance No. 46 dealing with the Annual Performance Appraisal Report in respect of Non-teaching employees.

The Central University of Himachal Pradesh has been established on 20.01.2010 under Central Universities Act, 2009. To start its academic activities various teaching and non-teaching positions were created in accordance with the sanction of post by the UGC and have been filled initially on direct recruitment basis. Service rules require the University to maintain Annual Performance Appraisal Report of non-teaching employees under various categories for assessing their suitability for further advancement in their career and shall be required on occasions like confirmation, promotion, selection for deputation, selection for foreign assignment, etc. is felt necessary to be developed by the University.

As such the Annual Performance Appraisal Reports (APARs), Rules has now been prepared in accordance with the guidelines/instructions/of the Government of India which are Annexure as **ANNEXURE- 10.1(T)A**. Formats of APAR in respect of the non-teaching employees at various levels in accordance with the Government of India instructions have been prepared and placed at **ANNEXURE -10.1(T) B, C, D & E**.

The Academic Council considered the APAR Rules and recommended the same to the Executive Council for its approval.

ITEM NO:10.2(T) To place before the Academic Council the matter regarding amendment in the Ordinance 24 dealing with the Cadre Recruitment Rules including Manner of Appointment and Emoluments of Employees other than Teacher and Other Academic Staff.

(a) Proposal to Amend Second Portion of Schedule I of the Ordinance 24:

The provision of the composition of Selection Committee for appointment by direct recruitment for Group A, B & C posts is contained in the Schedule I of the Ordinance 24 of the University dealing with the Cadre Recruitment Rules including the Manner of Appointment and Emoluments of Employees other than Teacher and Other Academic Staff.

The second portion of the Schedule I of the Ordinance 24 contains the composition of Selection Committee for appointment by direct recruitment for Group C Posts which is reproduced as under :-

1.	Registrar	Chairman
2.	One Member of the Executive council to be nominated by the Vice-Chancellor	Member
3.	Two members of the teaching staff of the University to be nominated by the Vice-Chancellor	Member
4.	One expert not in service of this University, to be nominated by the Vice-Chancellor	Member
5.	Head of the Office/Dean of the School	Member
6.	One person to be nominated by the Vice-Chancellor, who is a woman, a SC/ST Category and one minority community member, in case any of the candidates appearing for the post belong to these categories and if none of the other members belong to these categories	Member

From the above table it is evident that the Registrar is the Chairman of the Selection Committee whereas a member of the Executive Council, Expert and Nominee of the Vice chancellor and Dean are the members. As per the Statutes of the University, the Registrar is not a Member of the Executive Council. This in view, it is proposed to change the composition of the Selection Committee for the Group C post such as to make the Pro-Vice Chancellor or a Professor to be nominated by the Vice Chancellor as the Chairman and to make the Registrar as a Member. Accordingly, second portion of Schedule-I of the Ordinance-24 of the University is proposed to be amended as follows:

1.	Pro-Vice-Chancellor or a Professor to be nominated by the Vice-Chancellor	Chairman
2.	One Member of the Executive Council to be nominated by the Vice-Chancellor	Member
3.	Two members of the teaching staff of the University to be nominated by the Vice-Chancellor	Member
4.	One expert not in service of this University, to be nominated by the Vice-Chancellor	Member
5.	Head of the Office/Dean of the School	Member

6.	One person to be nominated by the Vice-Chancellor, who is a woman, a SC/ST Category and one minority community member, in case any of the candidates appearing for the post belong to these categories and if none of the other members belong to these categories	Member
7.	Registrar	Member

(b) Proposal to amend Schedule III of the Ordinance 24 to provide for appointment of Non-teaching Staff on promotion basis:

The Central University of Himachal Pradesh has been established on 20.01.2010 under Central Universities Act, 2009. To start its academic activities the UGC has sanctioned various teaching and non-teaching positions which have been filled initially on direct recruitment basis and as per Ordinance 24 of the University the Cadre Recruitment Rules for these non-teaching employees under various categories have been made and implemented.

Consequent upon joining of non-teaching employees under various categories in the feeder grades thereof, it has now been felt necessary to frame Promotion Rules to provide them promotion avenues. Clause 30 of the Ordinance 24 states that *Promotional avenues to the non-teaching staff shall be in accordance with the Rules as determined by the Executive Council.* This in view the need has arisen to specify rules for the same. Accordingly, the University has drawn promotion rules which requires amendment in Schedule III of the Ordinance 24 and the same is placed as per **ANNEXURE – 10.2(T)A**.

- (a) **The Academic Council considered the proposal for amendment in Schedule-I of Ordinance 24 and approved the same.**
- (b) **As regards, amendment in Schedule-III, the Academic Council authorised the Vice-Chancellor to constitute a Committee to see that these are in accordance with the UGC/MHRD/GOI norms.**

Item 10.3(T)

To Place before the Academic Council the letter from the UGC regarding the Bridge Course for Indian Students passing one year’s Master Degree Programme in U.K.

The University Grants Commission vide D.O. No. F.184-1/2010 (IC) dated 21st October, 2013 [**ANNEXURE-10.3(T)A**] has informed that in the 5th India-UK Education Forum meeting held on 30th January, 2013 in London, UK during the visit of the Indian delegation led by Dr. M.M. Pallam Raju, Hon’ble Minister of Human Resource Development, Ministry of HRD to London, UK from 28th - 30th January, 2013, it was recommended that the Indian regulators of the Higher Education sector would create an enabling provision, without changing the present regulations requiring two year’s study for Master’s degree programme, which will allow the Indian institutions of higher learning to admit students for higher studies who have completed one year Master’s Degree from a duly recognized and accredited UK higher education provider.

In this regard, the UGC has decided that a 'bridge course' would be developed for Indian students passing one year's Master Degree Programme in UK. The UGC has suggested that that 'bridge course' in the following disciplines/subjects may be started first:-

- a) Business & Administrative studies
- b) Engineering & Technology
- c) Computer Science
- d) Subjects allied to medicine
- e) Biological Sciences
- f) Social Studies
- g) Law

The UGC has further requested to create necessary framework for conceptualizing the 'bridge course' in the above area(s) and the possible mechanism for their implementation. They have also submitted that, if necessary initiatives may be taken at your end at the earliest so as to enable the Indian Government for making a formal announcement in the forthcoming meeting proposed to be held in the month of November, 2013 between the two countries.

Taking into consideration the above facts the Central University of Himachal Pradesh conveyed its keenness to start such 'Bridge Course' in all discipline in which University has already commenced academic programmes. These may include (a) Business Administration; (b) Social Science disciplines; (c) Computer Sciences; (d) Computational Biology/ Bioinformatics; (e) Theoretical Physics; and (f) Environmental Sciences. The Credit Transfer System implemented in the University provides the enabling framework in this regard.

The matter is placed before the Academic Council for consideration and further direction. It may be mentioned that the Ordinance No.31 of the University provides for the acceptance of credits earned by a student from other recognised/specified universities/Higher Educational Institutions. This enables the University to design such bridge courses wherein the credits earned by a student could be accepted by the University and such students may be required to complete the balanced required credits and be eligible to receive their degree.

The Academic Council considered the Proposal and while appreciated the need for such bridge courses, it felt that the details for such courses/programmes need to worked out to avoid ambiguities. It therefore decided the proposal be considered in the Committee of the Deans of the University to work out detailed proposal and the same be placed in the next meeting of the Academic Council.

Item 10.4(T) To place before the Academic Council the proposal for amendment/substitution of Ordinance No. 12 and 13, dealing with emoluments and terms & conditions of service of the Controller of Examinations' and 'emoluments and terms and conditions of service of the Librarian', respectively [Annexure - 10.4(T)].

The Ordinance No. 12 and 13, dealing with 'emoluments and terms & conditions of service the Controller of Examinations' and 'emoluments and terms & conditions of service of the Librarian', respectively, have been provided in the University as contained in Volume - I of the 1st Ordinances of the University. The existing ordinances though give a precise detail about the emoluments and terms and conditions of these officers, yet the other terms and conditions of services and their powers and duties have not been provided. Therefore, it is proposed to amend/substitute the existing Ordinance No. 12 and 13, so as to provide detailed terms and conditions of services as well as powers, duties and responsibilities in the Ordinances.

The Academic Council considered the proposed amendments in Ordinance No. 12 & 13 and approved the same.

Item 10.5(T) To place before the Academic Council the matter regarding nomination of the twenty students in the Studies Council by the Academic Council.

Under Clause 2(ii) of the Draft Ordinance for formation of Students Council there is provision to nominate twenty students by the Academic Council on the basis of merit in studies, sports and extra-curricular activities. Accordingly to incorporate the said clause the matter was placed before the Academic Council for approval.

The Academic Council after deliberations considered the matter and authorized the Vice-Chancellor to nominate twenty students on the basis of merit in studies, sports and extra-curricular activities in the Student Council.

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



(Dr. Gautam Mukherjee)

Registrar

Ex-officio Secretary

Confirmed

Sd/-

(Prof. Furqan Qamar)

Vice-Chancellor