

हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय

[केन्द्रीय विश्वविद्यालय अधिनियम 2009 के अधीन स्थापित]

Central University of Himachal Pradesh

[Established under Central Universities Act, 2009]



MINUTES

OF

31ST MEETING OF THE EXECUTIVE COUNCIL

HELD ON **29TH DECEMBER, 2017 AT 12.30 PM**

VENUE: Camp Office, Central University of Himachal Pradesh,
Dharamshala, District – Kangra, Himachal Pradesh – 176 215

धर्मशाला, जिला - कांगड़ा, हिमाचल प्रदेश - 176 215

DHARAMSHALA, DISTRICT - KANGRA, HIMACHAL PRADESH - 176 215

Phone: +91(1892)229574; Fax: +91(1892)229331; Mobile: +91(0)88943-48574

Email: vc.cuhimachal@gmail.com; registrar.cuhp@gmail.com Website: www.cuhimachal.ac.in

Central University of Himachal Pradesh

Camp Office, Near HPCA Cricket Stadium, Dharamshala, District - Kangra, Himachal Pradesh - 176 215
Phone No. 01892-229330, 229574, Fax No. 01892-229331

31ST MEETING OF THE EXECUTIVE COUNCIL

TO BE HELD ON **29TH DECEMBER, 2017** AT **12:30 PM**

VENUE: Camp Office, Central University of Himachal Pradesh, Dharamshala,
District – Kangra, Himachal Pradesh – 176 206

MINUTES

1. The **31st Executive Council Meeting** of the Central University of Himachal Pradesh, Dharamshala was held on **29th December 2017 at 12.30 PM** at Central University of Himachal Pradesh, Camp Office, Dharamshala, District – Kangra, Himachal Pradesh – 176215. The following members were present:

| Sr. No. | NAME AND ADDRESS OF THE MEMBERS | |
|---------|--|-----------------|
| 1. | Prof.Kuldip Chand Agnihotri Vice Chancellor, Central University of Himachal Pradesh | CHAIRMAN |
| 2. | Prof. H. R. Sharma Pro Vice-Chancellor, Central University of Himachal Pradesh | MEMBER |
| 3. | Prof.Jagat Bhushan Nadda Professor, University Business School, H.P. University, Shimla | MEMBER |
| 4. | Prof. Sudesh Garg Director, Himalayan Institute of Management Studies, Kala Amb, District Sirmaur, H.P. | MEMBER |
| 5. | Prof. S. P. Bansal Vice-Chancellor, Indira Gandhi State University, Meerpur, Rewari, Haryana | MEMBER |
| 6. | Prof. I. V. Malhan Dean, School of Mathematics, Computers & Information Sciences, CUHP | MEMBER |
| 7. | Prof. Ambrish Kumar Mahajan Dean, School of Life Sciences, CUHP | MEMBER |
| 8. | Dr. Manoj Kumar Saxena Dean, School of Education, CUHP | MEMBER |
| 9. | Dr. Pradeep Kumar , (<i>through Skype</i>) Dean, School of Journalism & Creative Writing, CUHP | MEMBER |
| 10. | Dr. O.S.K.S. Sastri Associate Professor, Department of Physics & Astronomical Sciences, CUHP | MEMBER |

| | | |
|-----|--|-----------------------------|
| 11. | Sh. Manoj Dhiman Assistant Professor, Department of Computer Science & Informatics, CUHP | MEMBER |
| 12. | Registrar Central University of Himachal Pradesh, Dharamshala | Ex-Officio Secretary |

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

| Sr. No. | NAME AND ADDRESS OF THE MEMBERS | |
|---------|---|--------|
| 1. | Secretary (or his / her nominee), Department of Higher Education, MHRD, New Delhi | MEMBER |
| 2. | Secretary (Higher Education), Government of Himachal Pradesh, Shimla-H.P. | MEMBER |
| 3. | Chairman (or his / her nominee), University Grants Commission, New Delhi | MEMBER |
| 4. | Prof. Ravi Kumar Professor, Department of Material Sciences, NIT Hamirpur, H.P | MEMBER |
| 5. | Prof. R. C. Sobti Vice-Chancellor, BBA University, Lucknow | MEMBER |
| 6. | Dr. S. V. Nagachan Director, ICAR RC-NEH Region, Umroi Road, Umiam, Meghalaya | MEMBER |
| 7. | Prof. Naresh Padha, Department of Physics & Electronics, University of Jammu, Jammu & Kashmir | MEMBER |
| 8. | Dr. Sudhir S. Bloeria Former Vice-Chancellor, Central University of Jammu, Jammu & Kashmir | MEMBER |
| 9. | Dr. R.P. Luthra, Principal, H.P. Govt. Dental College & Hospital, Shimla (H.P.). | MEMBER |

3. The Vice-Chancellor, CUHP (Chairman) extended a warm welcome and thanked all the members for sparing their valuable time to make it possible to attend this meeting. He also informed that for the first time the University is convening the meeting through Skype and one member i.e. Dr. Pradeep Kumar, Dean, School of Journalism & Creative Writing, CUHP is attending through it.
4. The Chairman thereafter invited Registrar-cum-Secretary for taking up agenda items. The Registrar-cum-Secretary then circulated the comments of the MHRD on the Agenda points received vide letter F.No. 54-2/2017-CU.III dated 28th December 2017 (copy enclosed as **Annexure-A**, copy of letter No. 61-19/2015-Desk U dated 3.3.2016 is also enclosed as **Annexure-B**). The Agenda items were taken up by the Registrar-cum-Secretary for discussion.

THEREAFTER, THE AGENDA WAS TAKEN UP AS UNDER:

Item No. 31.1: Confirmation of the Minutes of 30th Meeting of the Executive Council held on 10th November, 2017.

Minutes of the 30th Executive Council Meeting held on 10th November, 2017 were confirmed.

Item No. 31.2: To place before the Executive Council the Report about the Action Taken on the decision of its 30th Meeting held on 10th November, 2017.

The report about the action taken on the decisions of 30th meeting of the Executive Council held on 10th November, 2017 was noted.

ITEM(S) FOR CONSIDERATION AND DECISION

Item No.31.3: To place before the Executive Council the matter regarding grant of Study Leave to Ms. Shaweta Nanda, Assistant Professor, Department of English and European Languages.

Ms. Shaweta Nanda, Assistant Professor has been shortlisted for Ph.D. programme in Department of English, University of Delhi and has requested for 3 Years Study Leave from 29.01.2018 to 28.01.2021.

The provision of grant of study leave to university teacher is contained under Clause 14 of Ordinance No. 15 of the University which is reproduced as under:

- i. A permanent teacher may be granted study leave after a minimum of 3 years of continuous service in the University, to pursue a special line of study or research directly related to his/her work in the University or to make a special study of the various aspects of university organization and methods of education.
- ii. Study Leave, with pay, may be sanctioned in the first instance for a period of two years and may be extended for maximum of one more year, if there is adequate progress as reported by the Research Guide.
- iii. Study Leave shall be granted by the Executive Council on the recommendations of the concerned Head of the Department. The leave shall not be granted for more than three years in one spell,

save in very exceptional cases in which the Executive Council is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the university.

- iv. The amount of scholarship, fellowship or other financial assistance that a teacher, granted study leave, has been awarded will not preclude his/her being granted study leave with pay and allowances. However, the amount of scholarship, fellowship assistant etc. so received shall be taken into account in determining the pay and allowance on which the study leave may be granted.
- v. Provided further that the foreign scholarship/fellowship received by such teachers would be offset against pay only if such scholarship/fellowship exceeds the amount, as determined and specified from time to time, with due regard to the cost of living for a family in the county in which the study is to be undertaken. In case of the Indian fellowship, which exceeds the salary of the teacher, the study leave shall be sanctioned without pay.

The teacher has joined university on 03.12.2012 and as such fulfils the condition (i) above. Therefore the matter is submitted to the Executive Council for kind consideration and grant of study leave, with pay, on first instance for a period of two years, starting from 29.01.2018 to 28.01.2020 [As per (ii) above] to Ms. Shaweta Nanda, Assistant Professor, Department of English and European Languages to pursue Ph.D. programme from Department of English, University of Delhi.

The Executive Council considered and granted study leave to Ms. Shaweta Nanda, Assistant Professor, Department of English and European Languages to pursue Ph.D. Programme for two years w.e.f. 29.01.2018 to 28.01.2020 from Department of English, University of Delhi.

Item No. 31.4: To place before the Executive Council the recommendations made by the Finance Committee in its 20th Meeting held on 29.12.2017.

The 20th meeting of the Finance Committee is scheduled to be held on 29.12.2017 at Camp Office, Central University of Himachal Pradesh, Dharamshala. The Minutes of the 20th Finance Committee shall be placed before the Executive Council on the spot as **Annexure-31.4A**. The following agenda items are being placed before the Committee: -

Items for Reporting and Ratification

1. The progress of expenditure as on 30.09.2017.
2. A letter received from UGC directing the University to follow GFR 2017.

3. Letter received from the UGC regarding approval of Budget Estimates for the 2017-18 under Recurring & Salary Head and Grant-in-Aid released for salary and recurring components for the year 2017-18.
4. Office Order regarding signing of Cheques for the purchases through GEM and other than GeM and declaring DDO for making purchases through GeM.

Items for Consideration and Approval

1. The Creation of posts in the Department of Animal Sciences and Plant Sciences
2. The proposal received from Controller of Examination regarding Fee to be charged for Diploma Courses
3. The proposal received from Controller of Examination regarding Fee to be charged from each student for the membership of हिमाचल प्रदेश केंद्रीय सहकारी समिति
4. The proposal received from Controller of Examination regarding remuneration for the staff to be appointed for the conduct of practical examinations.
5. The Audited Annual Accounts together with Audit Report for the financial year 2016-17.

The Executive Council deliberated and considered the minutes of the 20th Meeting of the Finance Committee and approved the same. The Executive Council also approved that the Annual Accounts be forwarded to Ministry of HRD immediately (in absence of the University Court which will be constituted after Visitor's assent) for laying before both Houses of Parliament.

Item No. 31.1(T): To place before the Executive Council the recommendations of the Screening-cum-Evaluation Committee for promotion of Assistant Professors from Stage-I to Stage-II.

The sealed envelopes containing recommendations of the Screening-cum-Evaluation Committee for promotion of Assistant Professors of the University from Stage-I to Stage-II of the following teachers were placed before the Executive Council for its approval:-

| Sr. No. | Name of the Teacher | Date of Promotion (Stage-I to Stage-II) |
|---------|---|--|
| 1. | Sh. Debasis Sahoo , Assistant Professor, Department of Tourism & Travel Management | 02-07-2015 |

| | | |
|----|--|------------|
| 2. | Sh. Keshav Singh Rawat , Assistant Professor, Department of Computer Science and Informatics | 24-11-2017 |
| 3. | Dr. Ayan Chatterjee , Assistant Professor, Department of Physics & Astronomical Science | 26-11-2016 |
| 4. | Dr. Surender Verma , Assistant Professor, Department of Physics & Astronomical Science | 16-12-2013 |
| 5. | Dr. Dalip Singh Verma , Assistant Professor, Department of Physics & Astronomical Science | 11-12-2013 |
| 6. | Dr. Polamarasetty Aparoy , Assistant Professor, Centre for Computational Biology & Bioinformatics | 09-11-2016 |

The Executive Council approved the recommendations of the Screening-cum-Evaluation Committees.

Item No. 31.2(T): To place before the Executive Council the matter regarding Rules for appointment of Centre Superintendent/ Deputy Superintendent/ Invigilator for conduct of End Semester Examinations under Clause 43 of Ordinance 30.

A proposal has been received from Controller of Examinations for appointment of Centre Superintendent/Deputy Superintendent/ Invigilator for conduct of End Semester Examinations under Clause 43 of Ordinance 30 which was placed before the Executive Council on the spot.

The Executive Council considered, deliberated on the draft Rules as per Annexure-31.2(T)-A in detail and approved the same.

Item No. 31.3(T): To place before the Executive Council the matter regarding invitation as Eminent Professor in Department of Journalism and Creative Writing.

First Statute of the University provides Special mode of appointment under Section 19. This Section provides as under: -

“(1) Notwithstanding anything contained in Statute 18, the Executive Council may invite a person of high academic distinction and professional

attainments to accept a post of Professor or Associate Professor or any other equivalent academic post in the University on such terms and conditions as it deems fit and on the person agreeing to do so appoint him to the post:

Provided that the Executive Council may also create supernumerary posts for a specified period for appointment of such persons:"

In this context, the Hon'ble Vice-Chancellor has placed the Bio-data of Dr. Baldeo Bhai Sharma presently Chairman, National Book Trust, New Delhi and recommendations of the three experts received by him from the eminent persons in their field.

The Executive Council considered the recommendations and approved that the invitation for appointment as Professor in Department of Journalism and Creative Writing may be given to Dr. Baldeo Bhai Sharma and if, he accepts the invitation, the appointment as Professor as per the remunerations specified by UGC from time to time may be given to him for a period of five years or 65 years of age whichever is earlier.

The meeting ended with a vote of thanks to the Chair

Sd/-

Brig. Jagdish Chand Rangra, YSM (Retd.)
Ex-Officio Secretary &
Registrar, CUHP, Dharamshala

Confirmed

Sd/-

Prof. (Dr.) Kuldip Chand Agnihotri
Chairman &
Vice-Chancellor, CUHP, Dharamshala

विश्वविद्यालय कार्यकारी परिषद में अनुमोदन के लिए प्रस्तुत करने हेतु

अध्यादेश सं० 30 की धारा 43 के अनुसार अंत सेमेस्टर परीक्षा के लिए केंद्र अधीक्षक, उपाधीक्षक तथा निरीक्षक/पर्यवेक्षक की नियुक्ति सम्बन्धी नियम

1. (क) अंत सेमेस्टर परीक्षा के लिए केंद्र अधीक्षक की नियुक्ति

- इच्छुक प्राध्यापकों को निर्धारित प्रपत्र पर आवेदन करना होगा.
- आवेदक का हिमाचल प्रदेश केंद्रीय विश्वविद्यालय में कम से कम पांच वर्ष का नियमित अध्यापक के रूप में अध्यापन अनुभव होना चाहिए.
- आवेदक के परिवार का सदस्य अथवा कोई अन्य सगा सम्बन्धी परीक्षार्थी नहीं होना चाहिए.
- आवेदक ने लगातार पिछले दो सेमेस्टरों में केंद्र अधीक्षक के रूप में कार्य न किया हो
- यदि केंद्र अधीक्षक के रूप में नियुक्ति के बाद सम्बन्धित व्यक्ति बिना किसी वैध कारण के अपना कार्य छोड़ देता है तो अगले दो सेमेस्टर तक इस नियुक्ति का पात्र नहीं होगा

(ख) केंद्र अधीक्षक के कार्य

- प्रतिदिन छात्रों के संख्या तथा डेट शीट के अनुसार इयूटी चार्ट तैयार करना तथा सम्बन्धित अध्यापकों को अग्रिम सूचना देना .
- सीटिंग प्लान तैयार करवा कर नोटिस बोर्ड पर लगवाना .
- सीटिंग प्लान के अनुसार बैठने का उचित प्रबंध करना .
- डेटशीट के अनुसार परीक्षा शुरू होने से आधा घंटा पहले प्रश्न पत्रों का लिफाफा खोलना .
- निरीक्षकों / पर्यवेक्षकों को उत्तर पुस्तिकाएँ तथा प्रश्न पत्र देना .
- सभी कमरों में थोड़े - थोड़े समय के बाद चक्र लगाना .
- परीक्षा समाप्त होने के बाद निरीक्षकों / पर्यवेक्षकों से उत्तर पुस्तिकाएँ वापिस लेना तथा क्रमानुसार व्यवस्थित करके फॉरवर्ड मेमो के साथ उत्तर पुस्तिकाएँ परीक्षा शाखा को सौंपना .
- प्रतिदिन उत्तर पुस्तिकाओं का हिसाब किताब रखना .
- परीक्षा को नकल मुक्त रखने के लिए जो भी सम्भव हो, करना .

2. (क) अंत सेमेस्टर परीक्षा के लिए केंद्र उपाधीक्षक की नियुक्ति

- इच्छुक प्राध्यापकों को निर्धारित प्रपत्र पर आवेदन करना होगा.
- आवेदक का हिमाचल प्रदेश केंद्रीय विश्वविद्यालय में कम से कम पांच वर्ष का नियमित अध्यापक के रूप में अध्यापन अनुभव होना चाहिए.
- आवेदक के परिवार का सदस्य अथवा कोई अन्य सगा सम्बन्धी परीक्षार्थी नहीं होना चाहिए.

- iv. आवेदक ने लगातार पिछले दो सेमेस्टरों में केंद्र अधीक्षक/उपाधीक्षक के रूप में कार्य न किया हो.
- v. यदि उपाधीक्षक के रूप में नियुक्ति के बाद सम्बन्धित व्यक्ति बिना किसी वैध कारण के अपना कार्य छोड़ देता है तो अगले दो सेमेस्टर तक इस नियुक्ति का पात्र नहीं होगा .

(ख) केंद्र उपाधीक्षक के कार्य

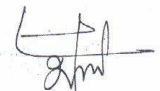
- i. उत्तर पुस्तिकाओं पर परीक्षा नियंत्रक की मोहर / सील लगाना .
- ii. ऊपरलिखित केंद्र अधीक्षक के कार्यों में उसका सहयोग करना .

3. (क) अंत सेमेस्टर परीक्षा के लिए निरीक्षक / पर्यवेक्षक की नियुक्ति

- i. इच्छुक प्राध्यापकों को निर्धारित प्रपत्र पर आवेदन करना होगा.
- ii. आवेदक हिमाचल प्रदेश केंद्रीय विश्वविद्यालय में नियमित अध्यापक के रूप में कार्यरत होना चाहिए.
- iii. यदि निरीक्षक / पर्यवेक्षक के रूप में नियुक्ति के बाद सम्बन्धित व्यक्ति बिना किसी वैध कारण के अपना कार्य छोड़ देता है तो अगले दो सेमेस्टर तक इस नियुक्ति का पात्र नहीं होगा .
- iv. आवश्यक निरीक्षकों / पर्यवेक्षकों के कम पड़ने के स्थिति में किसी भी स्नातकोत्तर व्यक्ति को निरीक्षक / पर्यवेक्षक के रूप में नियुक्त किया जा सकता है .

(ख) निरीक्षक / पर्यवेक्षक के कार्य

- i. परीक्षार्थियों को सीटिंग प्लान के अनुसार बैठाना .
- ii. परीक्षार्थियों को उत्तर पुस्तिकाएँ तथा प्रश्न पत्र बाँटना .
- iii. परीक्षार्थियों के एडमिट कार्ड की जाँच करना .
- iv. परीक्षार्थियों की उपस्थिति अनुपस्थिति नोट करना व उत्तर पुस्तिकाओं पर हस्ताक्षर करना .
- v. परीक्षा को नकल मुक्त रखने के लिए जो भी सम्भव हो, करना .
- vi. परीक्षा समाप्त होने के बाद परीक्षार्थियों से उत्तर पुस्तिकाओं को लेना तथा क्रमानुसार व्यवस्थित करके केंद्र अधीक्षक को सौंपना .


 (परीक्षा नियंत्रक)