



# श्री माता वैष्णो देवी विश्वविद्यालय

## SHRI MATA VAISHNO DEVI UNIVERSITY

Sub Post Office, Katra-182320, Jammu & Kashmir  
Recognized under Section 2(f) & 12(B) of the UGC Act, 1956  
[registrar@smvdu.ac.in](mailto:registrar@smvdu.ac.in)

### MINUTES OF THE 19<sup>TH</sup> MEETING OF THE EXECUTIVE COUNCIL OF SMVDU HELD ON 27<sup>TH</sup> MAY 2013, AT CONFERENCE ROOM, MATRIKA AUDITORIUM, SMVDU CAMPUS.

1. The 19<sup>th</sup> meeting of the Executive Council of Shri Mata Vaishno Devi University (SMVDU) was held at Conference Room, Matrika Auditorium, SMVDU Campus, at 10:00 A.M. on 27<sup>th</sup> May 2013, under the, Chairmanship of Shri. N. N. Vohra, Hon'ble Chancellor, SMVDU (Governor of J&K State).

The following participated in the meeting:-

- |       |  |                           |
|-------|--|---------------------------|
| i)    | Prof. Sudhir K Jain .....  | Vice Chancellor, SMVDU    |
|       | Vice Chancellor-SMVDU  |                           |
| ii)   | Prof. Mohan Paul Singh Ishar .....   | Member Ex-Officio         |
|       | Vice Chancellor, University of Jammu   |                           |
| iii)  | Prof. Talat Ahmad .....  | Member Ex-Officio         |
|       | Vice Chancellor, University of Kashmir   |                           |
| iv)   | Shri R. S. Pawar .....   | Member                    |
|       | Chairman, NIIT limited   |                           |
| v)    | Prof. Vinayshil Gautam .....   | Member                    |
|       | A.Al_Sagar Chair Professor [Emeritus],<br>Department of Management Studies<br>IIT Delhi. |                           |
| vi)   | Shri R.P.Agrawal, IAS (Retd) .....   | Member                    |
|       | Former Secretary to Government of India<br>Ministry of Human Resource Development,       |                           |
| vii)  | Shri H.L.Maini .....   | Special Invitee           |
|       | Technical Advisor, SMVDU   |                           |
| viii) | Shri Navin K. Choudhary, IAS .....   | Permanent Special Invitee |
|       | Chief Executive Officer-SMVDSB   |                           |
| ix)   | Dr. Mandeep K Bhandari, IAS .....  | Special Invitee           |
|       | Addl CEO, SMVDSB   |                           |
| x)    | Prof. V. Verma .....   | Member                    |
|       | Dean, College of Engineering-SMVDU   |                           |
| xi)   | Prof. Dinabandhu Mukhopadhyay .....  | Member                    |
|       | Dean, College of Management-SMVDU  |                           |

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- xii) Prof. V.K. Bhat ..... Member  
Director, School of Mathematics
- xiii) Dr. Yugal Khajuria ..... Member Ex-Officio  
I/c Dean of Students - SMVDU
- xiv) Ms. Roop Avtar Kaur, IFS ..... Secretary  
Registrar SMVDU

3(i) The Chancellor introduced Prof Sudhir K. Jain, the new Vice Chancellor, to the Executive Council. He observed that the strength of the Executive Council can be increased only after amending the relevant Statutes of the University. In the context of this constraint he stated that while Shri R.P.Agrawal, former Secretary to Government of India, Ministry of Human Resource Development, has been inducted as a new member to benefit from his vast experience of handling the Higher Education sector, the Chief Executive Officer, Shri Mata Vaishno Devi Shrine Board (who was till now a member) will, henceforth, be a Permanent Special Invitee for attending meetings of the Executive Council. The Council endorsed the aforesaid approach.

3(ii) The Chancellor expressed concern over the failure of the University to take timely necessary action to establish the required facilities and particularly referred to the shortfall in Hostel accommodation for boys and girls; gap in the student intake vis-à-vis the proposed expansion; non resolution of issues relating to the grading system; finalization and presentation of the annual accounts etc. He urged the new VC to see that these and all other outstanding issues were sorted out expeditiously. He also urged the VC to see that the two hostel buildings, which were recently taken up for construction, are completed before the commencement of next Academic Session.

4. After the opening remarks, the Agenda items were brought up, ad-seriatum, by the Vice Chancellor and the deliberations/decisions/resolutions in regard thereto are recorded hereunder:

### Item No.19.1 Welcoming new Members to the 19<sup>th</sup> Executive Council

4.1(a) The Vice Chancellor welcomed the Hon'ble Chancellor, the new member Shri R.P.Agrawal, former Secretary, MHRD, GOI, to the 19<sup>th</sup> meeting of the

*Roop Avtar Kaur*





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Executive Council, and Chief Executive Officer, Shri Mata Vaishno Devi Shrine Board as Permanent Special Invitee. He thanked all the members for sparing valuable time to travel to the Shri Mata Vaishno Devi University Campus to attend the Executive Council meeting.

4.1(b) The Vice Chancellor expressed satisfaction in informing the Executive Council that a "Special Cover" on the University was released by the Chief Post Master General during the Philately Exhibition held at the Campus on 15<sup>th</sup> May 2013. A copy each of this attractive "Special Cover" was presented to all the members of the EC. This Special Cover is also available at all the Philately Post Offices.

### Item No.19.2 Confirmation of the minutes of the 18<sup>th</sup> Meeting of the Executive Council held on 1<sup>st</sup> September 2012

4.2 The Council confirmed the Minutes of the 18<sup>th</sup> Meeting of the EC held on 1<sup>st</sup> September, 2012.

### Item No.19.3 (A) Action Taken Report on the decisions taken in the 18<sup>th</sup> Executive Council Meeting held on 1st September, 2012.

4.3.(a) While noting the reported position, the following observations were made in regard to certain issues listed in the Action Taken Report:-

(i) Application of UGC 2010 Guidelines with regard to re-designation / CAS norms. [Item No:18.3 sub para (i)]

The VC informed that the process would be completed within the next about four months. The Chancellor emphasized that the process must be completed on a time bound basis as this important matter had been inexplicably delayed before the present VC took over.

(ii) Construction of Roads, Drainage, Culverts, etc. in the Rehabilitation Colony. [Item No:18.3 sub para (ii)]

The Chancellor observed that this entire issue should be reviewed by the VC after consulting all available past records. CEO SMVDSB stated that commitments made by the University, if any, would need being fulfilled. Shri H.L.Maini, Technical Advisor SMVDU, informed that perhaps several commitments had been made

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verbally. Additional CEO, SMVDSB, informed that a delegation led by the Member of Parliament had met him and expressed dissatisfaction over the inadequate rehabilitation process and non-fulfillment of commitments. Chancellor observed that if the demands of the community are reasonable and justifiable, the VC should urgently examine their acceptance, for creating a long term healthy relationship with the neighbourhood population. Shri R.S. Pawar emphasized the usefulness of SMVDU acting as a responsible neighbour and the VC could arrange a meeting between the officials who were serving in the University at that time and the Board officers to sort out pending issues, with the help of Shri Maini's very long association with these matters. Chancellor directed that an Action Plan, after due consultations and examination, be brought up at the next EC meeting.

(iii) **Periodic review of the achievements of the various objectives envisaged in the MoU between SMVDU & IIIM. [Item No:18.3 sub para (iii)]**

Chancellor emphasized that there should be regular internal assessments/reviews of the outcome of the various objectives envisaged in the MoU between SMVDU and IIIM, Jammu.

(iv) **Proposal to setup Kiosks en-route to Shrine. [Item No:18.3 sub para (iv)]**

The Chancellor observed that the Vice Chancellor may timely proceed further if the proposal is considered feasible and beneficial.

(v) **Proposal for Teachers' Training Programme. [Item No:18.3 sub para (v)]**

Shri R.P.Agrawal observed that an Academic Staff College in the University may be established, with UGC funding. He also suggested that the University may also examine the establishment of a Regional Level Staff College for training of Faculty and Staff.

(vi) **AICTE Approval of Courses [Item No:18.3 sub para (vii)]**

Shri R.P.Agrawal observed that obtaining AICTE's approval for various courses would help in attracting funds and fellowships. He suggested that the University should also seek National Assessment and Accreditation Council (NAAC) accreditation, and thereafter, apply for support under the Technical

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Education Quality Improvement Programme (TEQIP). Chancellor urged VC to evolve a time bound Action Plan in this regard.

(vii) **Proposal for UGC XII Five Year Plan Projections 2012-17 [Item No:18.4.1]**

Registrar explained that under the XI Five Year Plan the University had received Rs.2.5 crore as the General Development Grant, Rs. 2.51 crore in the Merged Scheme and Rs. 1.80 crores under the Additional Assistance Scheme. However, the University could not fully utilize the amounts received as the construction work for the proposed buildings could not be started. Under the XII Plan the University has submitted a proposal to the UGC for funding of Rs.323 crore under the Capital Head and Rs. 4.08 crore under the General Head. As of now, the University has received Rs. 25.00 Lakh each, under both the heads. Shri R.P.Agrawal observed that more funding should be sought from MHRD under the Innovation Universities and Rashtriya Uchchar Shiksha Abhiyan Schemes which are available to NAAC accredited Universities. He also suggested seeking a higher education grant from UGC. Chancellor suggested vigorous action on these fronts and a progress report being presented at the next EC meeting.

(viii) **Proposal for replacement of the word "Casual students" with a more suitable terminology. [Item No:18.4.7]**

Chancellor observed that the term "Backlog Students" which was being used instead of "Casual Students" needs to be reconsidered. VC, University of Jammu, and VC, University of Kashmir, stated that "Reappearing Students" is the term being used in their respective Universities. VC, SMVDU, assured that an early appropriate decision in this regard would be taken.

(ix) **Proposal for Grant of Fellowship to Non-NET/Non-GATE Scholars pursuing Ph.D. at SMVDU [Item No:18.6]**

Chancellor enquired about the proposal to grant fellowships to Ph.D students, which was approved in the last EC meeting, held on 1<sup>st</sup> September 2012. Registrar stated that a fresh proposal in this regard has been put up in the Agenda.

(x) **Publications of Faculty Members [Item No:18.14.5.8]**

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Chancellor observed that the Agenda of future EC meetings should contain a note on the number and nature of publications/books which have been published by faculty members. Prof. Vinayshil Gautam observed that the Impact Factor of the writings/journals may also be highlighted.

(xi) **Status of PG & UG admissions [Item No: 18.14.3 & 18.14.5.11]**

Chancellor directed that the Agenda of further EC meetings should contain a report on the course-wise intake, reasons for positive/negative fluctuations (if any), recommendations for changes, if any required etc.

**19.3(B) SMVDU PROPOSED PLAN (2014-15 TO 2018-19)**

4.3.b(i) VC presented a proposal for the expansion of programmes in SMVDU from 2014-15 onwards for securing improvement in the quality of students admitted, improved realization of revenues and for gaining overall excellence. He proposed five year integrated dual degree programmes in Physics, Chemistry, Mathematics, Biotechnology, Management, Economics, Computer Applications, etc. The intake of students would, consequently, increase to about 4500. There would be a proportionate increase in the number of faculty members to about 300 and corresponding increase in the strength of staff. The number of Research Projects would also increase to over 400.

4.3.b(ii) After discussion it was agreed that a close examination of this proposal would need revisiting of the Master Plan to significantly enlarge existing infrastructure to provide for more Hostels, Transit Accommodation for Project Staff, more Residential Accommodation, Parking areas, Lecture Theater Complexes (with more than 8 Lecture Theaters in each complex), Guest House with 300 Guest rooms with conferencing facilities, Faculty building, Business School Building, Students Activities Centre (SAC), Community Cum Shopping Centre, Technology & Business Incubation Centre (TBIC), Mata Innovation Museum etc.

4.3.b(iii) VC also suggested that more than a crore pilgrims are visiting Mata Vaishno Devi Shrine annually. SMVDU, being a flagship project of the Shrine Board, should be highlighted in the form of hoardings at appropriate places like Helipad, Bhaint Shops, Vaishnavi Dham, and other suitable locations along the Mata Vaishno Devi Shrine track. The Bhaint Shops may also provide

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University brochures to the pilgrims, free of cost. The University should also have an earmarked promotion budget for advertisements in leading magazines like India Today etc. Prof. Vinayshil Gautam suggested that information about the University could also be disseminated by organizing significant conferences every year. Shri R.P.Agrawal endorsed the VC's idea regarding putting up hoardings on the tracks to the Shrine. Chancellor desired that the proposals relating to putting up hoardings on the Shrine tracks etc. could be materialized early in consultation with the CEO/Additional CEO, SMVDSB.

4.3.b(iv) Chancellor enquired about the experience so far of other institutions which had introduced integrated programmes. Shri R.P.Agrawal informed that such programmes are workable and have delivered good results in BITS Pilani and other institutions. VC informed that they have been successful in IIM Indore as well.

4.3.b(v) Shri R.P.Agrawal suggested that a Public Private Partnership model may be thought of for taking up construction and management of Hostels and Prof. Gautam recommended that the construction of buildings may be carried out in a phased manner. Chancellor observed that high priority would need to be given to building additional Hostels for boys and girls, alongside more residential accommodation and academic blocks.

4.3.b(vi) CEO, SMVDSB, stated that the integrated programmes may not be launched in one go and SMVDU could perhaps focus more on areas of its core competence like B.Tech. programmes and programmes for which adequate faculty is already available. The viability and demand of each programme would need to be critically examined before starting any new course. Prof. Gautam observed that the proposed expansion plan should also reckon whether same or similar programmes are also being/likely to be offered by University of Jammu and Central University of Jammu. VC, University of Jammu, observed that instead of large scale expansion of programmes, the present programmes be strengthened with improved facilities. VC informed that with the launch of Dual Degree Integrated Programmes, the two year Masters Degree programmes would be gradually phased out. Prof. Gautam cautioned about the need to diversify selectively and build on the already existing strengths. Shri Pawar observed that the proposed programmes should be demand driven for meeting the needs of the society and also be friendly to

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the market conditions, so that reasonable fees can be realized out of these, thereby covering operating costs besides generating a surplus. The Shrine Board may continue to provide funding for meeting the capital expenditure but the revenue expenditure should be met out of these proposed programmes. VC informed that the proposed programmes are intended to target the large pool of students who complete 12<sup>th</sup> class and the five years integrated programmes in Science would be supplemented with adequate inputs of management courses, so as to equip the students for better placements. Shri Pawar emphasized that the proposed integrated programmes be first tested with the final year B.Tech. students by asking whether they would like to do a further two year course. He stressed that such programmes can work in IITs but may not be feasible in a University like SMVDU. He suggested that the response of the students be first judged by sending a general mail. Shri Agrawal pointed out that there is a huge deficit of technology institutions in the state of Jammu & Kashmir. Therefore, there is a need to increase intake in B.Tech. programmes which could remain the forte of SMVDU. Prof. Gautam stressed that the areas in which SMVDU wants to specialize be carefully selected and such emerging areas in science & engineering be identified and SMVDU should develop as an institute of advanced studies in the coming years. Chancellor observed that we should make a beginning which is sure footed. While the macro approach for the expansion of programmes is desirable, the concerns expressed by the Council members would need to be taken note of. VC stated that all the programmes would not be launched in one go and the concerns of the members will be kept in mind while further processing specific proposals. EC accorded "in-principle" approval to the broad approach presented by the VC.

4.3.b(vii) VC presented details of five year projections for receivables and expenditure under two scenarios: one in which the fee remains the same and the student strength is enhanced and the second under which the fee is enhanced along with enhanced student strength. VC explained that if the number of students remains the same and their fee also remains the same there would be an operational deficit of about Rs. 90.00 crores in next six years. Prof. Gautam, cautioned that the ratios need to be rechecked. Chancellor observed that the accounting system in SMVDU needs urgent review and streamlining, particularly to clearly bring out Income and Expenditure under the Capital and Revenue heads, which is presently not the

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case. He asked CEO SMVDSB to secure the required support for ensuring that this task is completed within 90 days, by creating a Task Force for this purpose. Chancellor also directed that the financial figures, both under Revenue and Capital, should be reviewed and presented at the next EC meeting, scheduled in the month of September 2013.

4.3.b(viii) Shri.Maini recalled that the original concept plan of the University was to create a Technical University. Shri Pawar observed that as SMVDU would soon be completing ten years of existence it is an appropriate time to think about and finalise the second phase of the University expansion. There should be a stock taking with respect to the requirements in terms of space and other infrastructure. VC explained that a review of space and infrastructure requirements has already been taken up and there is an acute shortage of office space, space for lab expansions, teaching halls, faculty rooms and residential accommodation. Shri Pawar stated that the original Master Plan should be re-examined and the phase-wise capacity addition examined critically before going for a revision of the original Master Plan which must be brought up at the next EC meeting. He pointed out that most of the requirements of the University were already taken care of in the original Master Plan. Shri Maini informed that he had a copy of this 'original' Master Plan. Chancellor observed that we should mark the targets/mile-stones which have already been achieved and clearly identify the requirements in the next 5, 10 and 15 years. The original Master Plan and its related records should be traced and carefully studied. It was decided that a note on the existing level of achievement of the Master Plan and all the proposals regarding its amendment should be carefully worked out and brought up for discussion at the next meeting of the Executive Council, scheduled in the month of September 2013. The Master Plan review should bring out, interalia, the requirements of additional engineering staff needed in SMVDU, for handling an expansion project, and well considered proposals regarding satisfaction of the fast increasing gap in the supply of water.

### AGENDA ITEMS

Item No.19.4 Recommendations of the Academic Council in its 18<sup>th</sup> Meeting held on 6<sup>th</sup> May 2013.

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### Item No.19.4.1 Consideration of the Proposal for the constitution of Institutional Ethics Review Board (IERB) at SMVDU.

4.4.1 The EC approved the recommendations of the Academic Council w.r.t the constitution and composition of the Institutional Ethics Review Board (IERB) at SMVDU. VC emphasized that the Board has been constituted as per the guidelines of Indian Council of Medical Research (ICMR).

### Item No.19.4.2 Considering the proposal for introducing Quality Improvement Programme (QIP) Scheme for Teachers.

4.4.2 Chancellor observed that all three Universities viz University of Jammu, University of Kashmir and SMVDU could have similar regulations for Quality Improvement Programme (QIP) Scheme for Teachers and the details may be worked out amongst the three VCs and presented at the next EC meeting. VC clarified that not more than 10% of the faculty in a School/University would be permitted to be away at a time, to take care of the teaching assignments.

### Item No.19.4.3 Implementation of the decision of the Executive Council in its 15<sup>th</sup> meeting held in May 2010 regarding conversion of CGPA to percentage.

4.4.3.1 VC explained that the Executive Council in its 15<sup>th</sup> meeting (held on 3<sup>rd</sup> May, 2010) had approved the recommendations of the Academic Council on the subject "Change in the Grading System of the University". The new system was to become effective for the 2010-entry B.Tech. students when they pass out in 2014 and for 2010 entry 2-year programme students w.e.f. 2012, i.e. the year of their passing the 2-year degree programme viz., M.A, M.Sc., MBA or M.Tech.

4.4.3.2 The CGPA of all passing out students was to be converted into percentage of marks as per the following conversion formula:  
Percentage of marks obtained = (CGPA – 0.75) x 10.

4.4.3.3 It was informed that the above CGPA to Percentage of Marks Conversion Formula was devised when the Relative Grading System was being followed in the University and the CGPA of students used

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to be generally very high; some students even scored 10.00 CGPA which was equivalent to 100% of marks which seemed otherwise impossible to score.

4.4.3.4 However, in May, 2011 the University switched over to Absolute Grading System (effective from Academic Session 2011-12) which resulted in lower CGPA being obtained by a large number of students, particularly the B.Tech. students, during the past two years and many of them are likely to get 2<sup>nd</sup> Division, with consequential problems regarding their job placements as well as ineligibility for appearing in GATE/other competitive exams.

4.4.3.5 VC informed that as the system of reduction of CGPA needs to be applicable when the Relative Grading System is adopted and as, since 2011, SMVDU has already switched over to the Absolute Grading System, which prevents a high CGPA score, it would be appropriate if the system of deduction of 0.75 from CGPA for conversion to percentage marks (as decided in the Executive Council meeting in May 2010) may not be implemented, as the purpose for which it was being introduced has already been achieved through the May 2011 decision of the University.

4.4.3.6 In the context of the VC's presentation, the Council approved the proposal of the Academic Council for keeping in abeyance for the time being the earlier decision (dated 3.5.2010), for deduction of 0.75 from CGPA for conversion to percentage marks and that this issue may be reviewed next year. It was also decided that Comprehensive Grade Sheet would be issued to the Masters Degree students who had passed out in 2012, showing the Semester-wise grades after taking back the Old Grade Sheets and the above decision would be reflected in the Course booklet.

4.4.3.7 It was also decided that the fresh Grade Sheets would not carry 'total marks' and 'marks obtained' and would carry the term "Degree Completed" or "Degree Not Completed", as the case may be.

**Item No.19.4.4 Considering proposal for admitting of students to the Masters**

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### degree programme in Sciences being offered by SMVD University through JAM (Joint Admission Test conducted by IIT's)

4.4.4 EC approved the recommendations of the Academic Council (at its 18<sup>th</sup> meeting) regarding the proposal for admitting students to the Masters Degree Programme in Sciences being offered by SMVDU through JAM (Joint Admission Test conducted by IIT's) w.e.f 2014-15. However, the admission to M.Sc. (Biotechnology) programme would continue to be through the Entrance Exam conducted by Thappar University.

### Item No.19.4.5 Proposal for introduction of NRI Seats at UG and PG level in each of the School

4.4.5 EC agreed to an in-principle approval for the introduction of NRI seats at UG and PG levels in each of the Schools. However, Chancellor observed that the fee structure should also be reviewed and got cleared in the next Finance Committee meeting. This would include the number of seats to be offered in each School and the percentage increase in the number of seats, school-wise. Shri Pawar observed that the methodology adopted in other institutions for introduction of NRI seats should also be studied while processing this proposal further.

### Item No.19.4.6 Proposed modifications in the Ordinances Governing Ph.D. Programme at SMVDU

4.4.6 EC approved the proposed modifications in the Ordinances governing Ph.D. programme at SMVDU, based on the recommendations of the Academic Council. However, VC, University of Jammu, observed that Inspire Fellowship should also be added as eligibility for Ph.D. programme, to which the EC agreed. Prof. Gautam observed that norms for giving extension for Ph.D. after five years be looked into. VC informed that the form for Ph.D. Thesis Examiner's Recommendations has been revised and circulated to all the members. EC approved the revised Form. EC also observed that either a foreign examiner or an examiner from a national premier institution may be taken for evaluation of the Ph.D. Thesis Report, besides two National Examiners. Shri Agrawal emphasized that faculty should be encouraged to also go for filing Patent applications under Patent Cooperation Treaty (PCT), before publishing their papers.

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**Item No.19.4.7 Proposal for providing of guidelines with respect to Non-Teaching Staff members of SMVDU who have acquired qualifications from Private Universities through Distance Education Mode (Part Time Basis) for the purpose of seeking admission to Ph.D. programme at SMVD University**

4.4.7 EC approved the proposal of Non-Teaching Staff Members pursuing Ph.D. on Part-time basis in SMVDU, only if he/she has completed five years of service at SMVDU and experimental work is not involved in their doctoral work. However, it was decided that the Non-Teaching Staff will have to apply for leave for the Course Work. It was agreed that the VC and the VCs of Jammu and Kashmir Universities would take necessary action to see that the regulations in this respect are common for all the three Universities viz University of Kashmir, University of Jammu and SMVDU.

**Item No.19.4.8 Grant of one year Study Leave in favour of Dr. Kumud Ranjan Jha, Assistant Professor School of Electronics & Communication Engineering at SMVD University**

4.4.8.1 EC approved one year study leave in favour of Dr. Kumud Ranjan Jha, Assistant Professor School of Electronics & Communication Engineering at SMVD University for going to USA for Post Doctoral Studies under Indo-US 21<sup>st</sup> Century Knowledge Initiative.

4.4.8.2 Chancellor observed that the regulations regarding study leave should be the same as followed in University of Kashmir and University of Jammu, and SMVDU may adopt the Guidelines being followed in these institutions.

**Item No.19.4.9 Grant of Extra Ordinary Leave to the faculty of SMVD University**

4.4.9 EC approved the proposal. However, it was observed that the regulations in this respect should be common for all the three Universities viz University of Kashmir, University of Jammu and SMVDU. VC, University of Jammu observed that it should be made clear whether the period would also count for Career Advancement Scheme promotions or not.

*[Signature]*





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### **Item No.19.4.10 Considering proposal for giving Assistantship to all the GATE qualified M.Tech. students of the University**

4.4.10 EC approved the proposal for giving Assistantship to all the GATE qualified M.Tech. students of the University based on the recommendations of the Academic Council. (this items stands tabled at Agenda Item No:19.16.2 as per directions of the Finance Committee).

### **Item No.19.4.11 Consideration of approval for award of Ph.D. Degree to 05 nos of Research Scholars and for the award of Degree to those students of B.Tech. (Electronics & Communication Engineering), B.Tech. (Mechanical Engineering) & B.Tech. (Computer Science & Engineering) who have qualified for award of respective degrees upon their clearing their backlog courses.**

4.4.11 EC approved the recommendations of the Academic Council.

### **Item No.19.4.12 Proposal to appoint Experts / Professionals and or other Eminent persons as Adjunct Faculty in the different Schools of SMVDU.**

4.4.12 EC approved the proposal of the Academic Council. However, it was observed that the limit imposed on number of sessions in an academic year be kept flexible and may be decided by the VC.

### **Item No.19.4.13 Constitution of Grievance Redressal Committee.**

4.4.13 EC approved the recommendations of the 18<sup>th</sup> meeting of the Academic Council regarding Constitution of Grievance Redressal Committee

### **Item No.19.4.14 Creation of posts of Professor/Associate Professor**

4.4.14 EC observed that the positions of Professors may be filled through CAS promotions. Shri Agrawal observed that the ratio of 1:2:5 of Professor: Associate Professor: Assistant Professor should be maintained in the University.

### **Item No.19.4.15 Considering minutes of the meeting of the Board of Studies of School of Business**

*Deepa Laro*





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**19.4.15(a) Proposal for introduction of two independent Five Years Integrated Dual Degree Programme viz BA/B.Sc. (Honours)/BBA in Management & MBA and BA/B.Sc. (Honours)/BBA in Economics & M.Sc. in Economics in College of Management from Academic Session 2014-15.**

4.4.15.1 The observations of the EC stand elaborated in **para-4.3.b(vi)**, in the discussions on the SMVDU Expansion Plan.

**19.4.15(b) Proposal for introduction of two year M.Sc. in Economics in College of Management from Academic Session 2014-15 (subject to availability of Hostels)**

4.4.15.2 VC explained that the M.Sc. (Economics) programme was started in the year 2005 and, thereafter, it was replaced by MBA(Business Economics) in the year 2006. The MBA (BE) programme has been merged with the MBA programme from the coming academic session as per the decision of the Executive Council (in its 18<sup>th</sup> Meeting). The faculty of Economics can be better utilized by introducing the two year M.Sc. (Economics) programme which may later be phased out once the integrated programme is started.

4.4.15.3 CEO, SMVDSB, stated that the Economics Faculty may also be utilized for providing inputs to the B.Tech. students. Shri Pawar observed that the assumption of closing the M.Sc. (Economics) programme and then starting MBA(BE) programme be first critically re-examined and, further, the proposed programme should be demand driven.

**Item No.19.4.16** Considering minutes of the meeting of the Board of Studies of School of Energy Management

- Introduction of a Six Semester Part-Time Post Graduate Program leading to Master of Technology (M. Tech.) in Energy Management to be offered by School of Energy Management.
- Collaboration for joint Research with other R&D Organizations

4.4.16 EC approved the recommendations of the Academic Council

*K. A. Khan*





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**Item No.19.4.17    Considering minutes of the meeting of the Board of Studies of School of Languages & Literature.**

**Certificate Course in Foreign Languages (French/Spanish)**

- 4.4.17 EC approved the recommendations of the Academic Council for starting Certificate Courses in foreign Languages (French, Spanish and others)

**Item No.19.4.18    Considering minutes of the meeting of the Board of Studies of School of Philosophy & Culture.**

**Institution of "Chair in Religious Philosophy" in the School of Philosophy & Culture**

- 4.4.18 EC approved the recommendations of the Academic Council. However it was resolved that the word 'Religious' be replaced by 'Spiritual'.

**Item 19.4.19    Deletion of 'Maximum Marks' and 'Marks Secured' in the Final (year/semester) Grade Sheet**

- 4.4.19 EC approved the recommendations of the Academic Council.

**Item 19.4.20    Proposal for signing of MoU with Sher-E-Kashmir University for Agricultural Sciences & Technology for Collaboration in R&D activities**

- 4.4.20 EC approved the proposal for signing MoU between SMVDU and Sher-E-Kashmir University for Agricultural Sciences & Technology, Jammu for Collaboration in R&D activities. The outcomes of all such MOUs should be presented at the future EC meetings, as an agenda Item.

**Item 19.4.21    Proposal for introduction of five years integrated M.Sc. Program in Mathematics, Physics & Bio-Technology, in College of Sciences**

- 4.4.21 EC's observations have been elaborated under Para-4.3.b(vi).

**Item No.19.4.22    Consideration for NEET qualified candidates for admission to B.Tech. (Industrial Biotechnology)**

- 4.4.22 EC approved the recommendations of the Academic Council.

**Item 19.5    Proposal for devising broad objective parameters for the appraisal of Non-Teaching employees of SMVD University,**

*Raj A. Kaur*





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- 4.5. EC approved the Annual Appraisal Format and the parameters mentioned therein. However, it was observed that the performance should not be linked with the award, ab-initio. Shri Pawar pointed out that the incentives may be considered after implementing the scheme for two years and reviewing the results. Shri Agrawal pointed out that financial incentives should not be given to more than 5% cases in a year and that the position should be reviewed next year.

### **Item 19.6 Review of the decision to provide text books to B.Tech. students in 11<sup>th</sup> Executive Council meeting held in 2008**

- 4.6.1 CEO, SMVDSB, stated that the faculty should prescribe a list of text/reference books to the students rather than the Library buying and providing particular text books. VC apprised that the Library has a collection of more than 15000 volumes of text books and that the expenditure is included in the fee structure of the programmes and that this information exists on the University website as well.

- 4.6.2 Chancellor observed that text books get outdated over time and, therefore, the practice of issuing the same textbooks year after year does not appear a sound approach. EC, therefore, decided that the Fee Structure be revisited and deliberated in the next Finance Committee meeting and the textbook component may be taken out. Consequently, textbooks may not be issued to the students in future and only a list of text/reference books be prescribed to the students.

### **Item No.19.7 Proposal for enhancement in the honorarium being paid to Selection Committee Members and the members of AC/EC.**

- 4.7 EC approved the recommendations of the Academic Council.

### **Item No.19.8 Recommendations of the Finance Committee in its 14<sup>th</sup> Meeting held on 5<sup>th</sup> May 2013.**

#### **Item 19.8.1 Release of D.A at an enhanced rate of 80% from 72% w.e.f 01.01.2013.**

*Handwritten signature: Kapoor*





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- 4.8.1 EC approved the release of DA at the enhanced rate. However, Chancellor observed that in future the issue regarding the release of DA should be brought up for ratification/approval of the EC.

### **Item 19.8.2 Annual Budget Estimates for 2013-14 alongwith revised Budget Estimates for 2012-13**

- 4.8.2 EC approved the budget. It was decided that only Rs.3.00 crores shall be released for building works in the first half of the financial year. However, a provision of Rs. 10.00 crores would be kept for Capital expenditure. EC noted that if other building projects are taken up for construction, more funds will be provided for such works. The revised Capital budget may be reviewed at the next meeting of the EC, in September 2013.

### **Item 19.9 Fresh survey of the Academic and Housing areas and revision of Master Plan**

- 4.9 EC noted the fresh survey of the Academic and Housing areas and revision of Master Plan based on the recommendations of the Building and Works Committee. It was decided that the proposed Revised Master Plan would be put up for deliberation at the next EC meeting, in September 2013.

### **ITEMS FOR RATIFICATION**

- Item 19.10**
- **Ratification of appointment of Mr. Rohit K. Khajuria as Finance Officer at SMVD University.**
  - **Extension of the term of appointment of Shri S.K Sadhotra as Finance Officer at SMVDU for three months w.e.f. 03.11.2012**

- 4.10 EC ratified the extension of the term of appointment of Shri S.K Sadhotra as Finance Officer, SMVDU, for three months w.e.f. 03.11.2012, and appointment of Mr. Rohit K. Khajuria as Finance Officer, SMVDU w.e.f 1<sup>st</sup> of April 2013 for a period of two years.

- Item 19.11 Ratification of the recommendations of Selection Committee for appointment of faculty members in School of Philosophy & Culture , School of Biotechnology and School of Mechanical Engineering at SMVDU.**

*Roop A. Lallu*





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4.11 EC ratified the appointment of faculty members in School of Philosophy & Culture, School of Bio-Technology and School of Mechanical Engineering at SMVDU, on the approval of the Chancellor.

**Item 19.12 Ratification of the recommendations of Selection Committee for re-designation and CAS promotions in School of Mathematics & School of Mechanical Engineering at SMVD University.**

4.12 EC ratified the approval accorded by the Chancellor.

**Item 19.13 Ratification of the appointment of Statutory Auditors of SMVD University for Financial Year 2013-14.**

4.13.1 While EC ratified the appointment of Statutory Auditors of SMVDU for Financial Year 2013-14, Shri Pawar noted with concern that the figures provided by the Auditors are inconsistent. It was agreed that the University shall review the appointment of Statutory Auditors for the next financial year.

4.13.2 It was further decided that the Auditors should be changed every 4 - 5 years and an appropriate Selection Process be adopted for identifying new Auditors. .

### **REPORTING ITEMS**

**Item No.19.14 Reporting Items:**

**19.14.1 New Faculty Appointments**

The Faculty members who have joined the services of the University since Sept, 2012 to till date;

S.No	Name of the Faculty member	Designation	Academic Discipline	Date of Joining
1.	Dr. Vinod Singh	Assistant Professor	Biology & Chemistry	1st Nov, 2012
2.	Dr. Ekta Rai		Biology & Chemistry	29th Nov, 2012
3.	Dr. Swarkar Sharma		Biology & Chemistry	29th Nov, 2012

*Roop A. Kaur*





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4.	Dr. Indu Bhushan	Biotechnology	26th Oct, 2012
5.	Dr. Raju Shankarayan	Biotechnology	11th Oct, 2012
6.	Dr. Rakesh Kumar	Biotechnology	7th Dec, 2012

4.14.1 The Council noted the information.

### 19.14.2 New Faculty likely to Join

S.No	Name of the person	Post of Which joining	Academic Discipline	Likely date of joining
1.	Dr. Narendra K. Bairwa	Assistant Professor	Biology & Chemistry	Ending June, 2013

4.14.2 The Council noted the information.

### 19.14.3 Resignation of faculty Members/Completion of Terms of Service since Sept, 2012 to till date

S.No	Name of the Faculty member	Designation	Academic Discipline	Date of Relieving
1.	Ms. Monica Prajapati	Lecturer	Computer Science & Engg	31st Jan, 2013
2.	Dr. Rajesh Kumar Bhushan	Assistant Professor	Mechanical Engineering	Resignation submitted on 15th April, 2013

4.14.3 The Council noted the information.

### 19.14.4 New Staff Appointments

Staff members who have joined the services of the University since Sept, 2012 to till date:

S.No.	Name of Employee	Designation	Date of Joining
1.	Shri Rohit K Khajuria	Finance Officer	01-04-2013 (F.N)
2.	Mr. Sumit Sharma	Junior Engineer (Electrical)	08-10-2012 (F.N)

4.14.4 The Council noted the information.

### 19.14.5 Resignation of Staff Members

Staff members who have left the University since Sept, 2012 to till date;

S.No	Name of Employee	Designation	Date of Relieving
1.	Shri S.K. Sadhotra	Finance Officer	31-01-2013 (A.N)

*Handwritten signature: R. S. P. Singh*





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2.	Ms. Sakshi Bhan	Junior Assistant	05-09-2012 (A.N)
3.	Ms. Deepali Rana	Junior Assistant	09-11-2012 (A.N)

4.14.5 The Council noted the information.

**Item 19.14.6 Accord of approval by AICTE for Extension of Approval (EOA) for Existing Courses and approval of New courses for the Academic year 2013-14**

4.14.6 The Council noted the information.

**Item 19.14.7 Details of R&D projects which have been sanctioned in favor of SMVDU and / or its faculty members**

4.14.7 The Council noted the information. However, Shri Pawar observed that a Coordinator should be appointed for monitoring the R&D projects.

**Item 19.14.8 An overview of the national/international seminars/ workshops / conferences/ refresher course /short term course /FDP / MDP attended by the faculty members of SMVD University during the period Sept, 2012 to April, 2013**

4.14.8 The Council noted the information. The Chancellor observed that faculty members should participate in courses/ seminars / workshops / conferences which are organized by known institutions.

**Item 19.15 Other matters arising out of the Minutes of Building and Works Committee, Finance Committee and the Academic Council Meeting.**

4.15 EC's observations in regard to the Building and Works Committee are elaborated at Para-4.3.b(viii) & Para 4.9 and in respect of Finance Committee at Para-4.3.b(vii) & Para 4.8.2 and for Academic Council at Para-4.3.b(vi).

**Item 19.16(A) Any Other Item with the permission of the Chair.**

**Item 19.16.1 Adoption of Annual Accounts of SMVDU for F.Y. 2011-12.**

4.16.1(1) Chancellor noted with concern that the Annual Accounts which have been presented are not clear beyond doubt and enquired why the audit objections of the Statutory Auditors have not been explained/clarified. He also noted with concern that 15% of the income of the previous year has been





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accumulated for application in the future. He observed that expenditures and incomes under the Revenue and Capital heads have not been clearly brought out. Shri Pawar stressed that there is a mismatch between accounts presented in the September 2012 meeting and those being presented now. EC decided that the same be re-examined and put up at the next EC meeting.

4.16.1(2) Chancellor directed that the Accounts statement be rectified by establishing a Task Force and this job should be completed within the next three months.

**Item 19.16.2 Considering proposal for providing of Assistantship to the M.Tech. Students of the University who are GATE Qualified.**

4.16.2 EC approved the proposal for providing Assistantships to all the GATE Qualified M.Tech. Students of the University.

**Item 19.16.3 Considering proposal for providing of Assistantship to the UGC-NET qualified Full Time Ph.D. scholars of the University.**

4.16.3 EC approved the proposal for providing Assistantships to all the UGC-NET qualified Full Time Ph.D. scholars of the University.

**Item 19.16.4 Constitution of Board of Postgraduate Studies (BPGS) and Board of Undergraduate Studies (BUGS)**

4.16.4 EC approved the Constitution of Board of Postgraduate Studies (BPGS) and Board of Undergraduate Studies (BUGS).

**Item 19.16.5 Ratification of the recommendations of Screening Cum Evaluation Committee for re-designation and CAS promotions of the Lectures to Assistant Professors in School of Physics, School of Electronics & Communication Engineering, School of Philosophy & Culture and School of Languages & Literature at SMVD University.**

4.16.5 EC ratified the approval accorded by the Chancellor.

**19.16 (B) ITEMS TABLED BEFORE THE EXECUTIVE COUNCIL**

**Item No. 19.16.6 Setting up of Technology & Business Incubation Centre at SMVDU**

*Keapthaur*





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4.16.6 EC's observations elaborated at **Para-4.3.b(viii)** regarding the building infrastructure, during discussion on the SMVDU Expansion Plan. The proposal was approved.

### Item No.19.16.7 Setting up of a Centre for Nanotechnology at SMVDU

4.16.7 EC noted the information and approved the University's initiative in this direction. Further developments in this regard will be presented at the next EC meeting.

### Agenda      Recommendations of the Academic Council in its 19<sup>th</sup> Meeting Item 19.17      held on 24<sup>th</sup> May 2013.

#### Agenda      Consideration of proposal for the merger of School of Item 19.17.1      Biology & Chemistry to School of Biotechnology

4.17.1 EC approved the recommendations of the Academic Council for the merger of School of Biology & Chemistry to School of Biotechnology.

4.17.2 It was also decided to frame an IPR policy for SMVDU and Vice Chancellor was asked to take appropriate steps in this direction.

*The Meeting ended with a vote of thanks to the Chair.*

*Deep A. Laro*  
Registrar 21.6.13

NO: SMVDU/A&E/13/19<sup>th</sup> EC/Min/0377

Dated: 21-06-2013

Copy to:

1. All members of the Executive Council for information please
2. PS to VC for Information of the Hon'ble Vice Chancellor
3. Concerned file