



*Avinashilingam*

Institute for Home Science and Higher Education for Women

*University*

(Estd. u/s 3 of UGC Act 1956)

Coimbatore - 641 043, Tamil Nadu, India

(Deemed University Under Category 'A' by MHRD)

**Re-accredited with 'A' Grade by NAAC**

**Minutes of the 104<sup>th</sup> Meeting of the Board of Management held on 6.1.2016 at 10.30 a.m.**

**Members present:**

1. **Dr. (Mrs.) Premavathy Vijayan**  
Vice Chancellor i-c - Ex Officio Chairperson
2. **Dr.M.V. Bharatha Lakshmi**
3. **Dr. K.P.S. Unny**
4. **Dr. Saroja Prabhakaran**
5. **Dr. (Mrs.) A. Parvathi**
6. **Mrs. S. Radha Devi**
7. **Dr. (Mrs.) G.P. Jeyanthi**
8. **Dr. (Mrs.) P. Subashini**
9. **Dr. (Mrs.) A. Venmathi**  
Registrar i/c –Ex Officio Secretary

**Dr. K. Gunasekaran, Dr. S. Subramanyan and Thiru G. Jagadeesan, Joint Director of Collegiate Education** expressed their inability to attend the meeting.

**1. Vice Chancellor's Welcome and Address**

The Vice Chancellor welcomed all the Hon'ble Members of the Board of Management for the **104<sup>th</sup> meeting** of the BOM and highlighted the activities carried out after **26.6.2015**.

## Special Recognition

1. **Dr. N. Mahalakshmi**, Asst Librarian received Auto-Lib TN Best Young Librarian Award 2014 on 10.07.2015 at SALIS 2015 organized jointly by B.S.Abdur Rahman University, Chennai and SALIS (Society for the Advancement of Library and Information Science).
2. **Mrs. S. Sudha**, Placement Officer honoured with Ascend 2015, Industry – Academia Summit Award on 19.08.2015 at WIPRO, Coimbatore

## Special Days

### 1. *International Yoga Day*

Last year, the UN declared June 21<sup>st</sup> as International Yoga Day, with the support of 170 nations, after Hon'ble Prime Minister of India, **Shri Narendra Modi** gave a clarion call to the world community to celebrate Indian yoga at the international level in his speech at the United Nations General Assembly. Adhering to the instructions given to the institutions in the country, the University celebrated the International Yoga day in the following manner:

- a) NSS and NCC volunteers of the University attended a four day Yoga programme from 18-06-2015 to 21-06-2015 at Government Arts and Science College, Coimbatore and practiced various yoga techniques as instructed by the yoga instructors from Aliyar.
- b) On International Yoga Day (21.06.2015) NSS & NCC Volunteers performed Yoga Techniques in unison and received the appreciations from the audience gathered.
- c) On 22<sup>nd</sup> June 2015, 580 NSS Volunteers and 19 NSS Programme Officers of the University attended a camp on Yoga at the *Temple of Consciousness* at Aliyar.

### 2. *Ninth Graduation day of Institute of Finance Management, Tanzania on 04.08.2015*

- M.Sc Degree in Information Technology and Management - 18  
PG Diploma in Information Technology and Management –

## Other Activities carried out are as follows:

- |   |      |
|---|------|
| a) Research Convention                      | - 1  |
| b) Seminars/Workshops/Conferences organized | - 14 |
| c) Student Workshops organized              | - 6  |
| d) Special Lectures organized               | - 33 |
| e) Association Meetings conducted           | - 22 |

### Faculty participation:

- |  |      |
|--|------|
| f) i. International Conferences attended | - 4  |
| ii. International Workshop               | - 1  |
| iii. National Conferences attended       | - 5  |
| iv. National Seminars attended           | - 9  |
| v. Workshop attended                     | - 11 |
| g) Faculty Improvement Programme         | - 5  |

h) Refresher Course & Orientation Course attended	- 9
i) Publications	
i) In-house Publications	- 17
ii) International Journals	- 97
iii) National Journals	- 28
iv) International Proceedings	- 3
v) National Proceedings	- 4
j) Papers presented in International/National – Conferences/Seminars	- 13
k) Staff as Authors/Chapter in Book	- 17
l) Visits Abroad	- 6
m) Staff appointed as Committee Members/Chairpersons/Resource persons	- 56
n) Student Exchange Programme	- 2
o) Awards and Recognitions to students	- 4
p) Student Achievements	- 7
q) NSS Activities	- 2
r) Games, Sports and Athletics	- 2
s) NCC Activities	- 8
t) University Events	
i) National and International Days	- 8
ii) Celebrations	- 4
iii) University Placements	- 94

### ***Empanelled Training Institution 2015-2016***

September : No. of participants from Universities – 28

October: No. of Participants from Higher Secondary School – 34

Oct to December : No. of participants from Universities – 37

No. of Participants from Higher Secondary School – 97

*Dr. K.P.S. Unny appreciated the participation and achievements of the faculties and students, in spite of the unrest environment in the University and also enquired on the type of recognition given to the faculties and students for their outstanding achievements.*

*The Vice Chancellor (i-c) expressed that the achievers are recognized in the staff/student assembly.*

### **1.1 Padmashree Shri Dr.P.R. Krishnakumar assumed charge as the New Chancellor**

**Padmashree Shri. Dr.P.R. Krishnakumar** has assumed charge as the **Chancellor** of this esteemed University on the forenoon of **23.11.2015**. He is the Managing Director of The Arya Vaidya Pharmacy (Coimbatore) Limited, a premier Ayurvedic institution in the country involved in production of quality medicines, promotion of Ayurvedic education, research and clinical services and also the Chairman of CARE Keralam (Confederation for Ayurvedic Renaissance – Keralam Pvt. Ltd). He studied Ayurveda at Shoranur Ayurveda College, Kerala and took up promotion and propagation of Ayurveda as his life Mission. The Government of India honored him in the year

2009 with the prestigious ‘**Padmashri award**’ and in 2011, Kuvempu University conferred honorary doctorate on him, for his contributions in the field of Ayurveda.

His leadership has ushered into new avenues like:

- Succeeded in creating an **awareness about Ayurveda at the World Health Organisation (WHO)** and thereby made a great break through for the Science to be made known world-over
- Set up the **first Gurukula Ayurvedic College in the country.**
- Launched a **popular journal of Ayurveda in English in the 1970’s**
- Established the **Ayurvedic Trust Hospital and Research Institute at Coimbatore** and also set up a number of Centers and Joint Institutions in many parts of the country in collaboration with Hindustan Lever Ltd., Taj Group etc. He visited more than 50 countries promoting the cause of Ayurveda.
- He is recipient of many prestigious awards such as:
  - **Confederation of Indian Industry’s prestigious “Glorious Captain of Industry” award**
  - **“Pathanjali Ayurved Gaurav Samman (2010 – 2011)”** by Shri.Swami Baba Ramdev.
  - **“Kulapthi Munshi Award “- 2011** by Bharatiya Vidya Bhavan, Coimbatore Kendra.
  - **“The Iconic Ambassador of Coimbatore”** by the Indian Chamber of Commerce and Industry of Coimbatore.
  - **“Vaidya Sundarlal Joshi Smriti Prabandhana Puraskara”** on behalf of the Mahagujarat Medical Society and J.S.Ayurveda College & P.D.Patel Ayurveda Hospital, Nadiad.

1.2. **Dr. T.S.K. Meenakshisundaram** as the Chancellor of this University from 2.12.2010 to 22.11.2015, has helped and guided in every activity of this University.

*The BoM sincerely expressed the gratitude for his efforts towards the development of the University.*

1.3 **Dr. Sheela Ramachandran** was working as Vice Chancellor of this University from **23.8.2010** to **22.8.2015**. During her tenure she has been associated with all the Statutory meetings and Administrative and financial deliberations of the University.

*The BoM sincerely thanked her for her greater efforts in uplifting this University in its academic performance.*

#### 1.4 **Information on the appointment of Vice Chancellor (i-c) and Registrar (i-c)**

The appointment of **Dr.(Mrs.) Premavathy Vijayan** as Vice Chancellor (i-c) and **Dr. (Mrs.) A. Venmathi** as Registrar (i-c) was informed to the BoM members in letter dated **1.9.2015**. Since **Dr. (Mrs.) Sheela Ramachandran** completed her five years tenure as Vice Chancellor on **22<sup>nd</sup> August, 2015**, **Dr.(Mrs.) Premavathy Vijayan** assumed charge as Vice Chancellor (i-c) **from 23<sup>rd</sup> August, 2015** at the capacity of senior-most Professor of the University (as per the UGC Regulations 2010 & Amendments 2015) till the new Vice Chancellor assumes charge.

Since, **Dr. (Mrs.) A. Venmathi**, Professor, Department of Resource Management has been associated with all the Statutory meetings and Administrative and financial deliberations

of the University for nearly nine months, she assumed charge again as the Registrar in-charge from **24.8.2015** till the new Registrar assumes charge. The University has given advertisement for the appointment to the post of Registrar through **The Hindu** on **29.7.2015** and received the applications for the same.

*The BoM was informed on the above.*

*Dr. P. Subashini enquired on the process of nomination of Search Committee for the post of Vice Chancellor.*

*The Registrar (i-c) informed that the University is awaiting for the nominee for the Search committee.*

*Dr. K.P.S. Unny suggested to give advertisement for the Vice Chancellor's post simultaneously, without waiting for the nominee for the Search Committee in order to save the time.*

## **2. Details of agenda sent in circulation**

For Ratification regarding advertisement for full-time Registrar and Extension of term of office of Registrar in-charge, the circular has been circulated to all the members of the BoM dated **29.7.2015**.

### **2.1 Ratification regarding advertisement for full-time Registrar**

The members of Board of Management were requested to ratify the advertisement given for the post of Registrar.

*The BoM members through their replies ratified the same.*

*Dr. P. Subashini enquired about the processing of the post of Registrar.*

*Dr. K.P.S. Unny suggested to conduct Screening Committee meeting, if adequate number of applications are available.*

### **2.2 Extension of term of office of Registrar in-charge**

Replies were received from **eight members** and based on the replies, four members have approved the extension of services of Dr. (Mrs.) A. Venmathi as Registrar (i-c), four have not approved the above and the Vice Chancellor also has not approved and hence the final decision of Board of Management is **not approved** extension of Dr. A. Venmathi as Registrar in-charge beyond **31.7.2015**. Based on this, she was relieved from Registrar (i-c) from the afternoon of **1<sup>st</sup> August, 2015**.

**The BoM was informed on the above.**

*The BoM suggested to specify the reasons for the reappointment of the Registrar (i-c) in the minutes itself, since the BoM has not approved the continuation of the Registrar (i-c) after 31<sup>st</sup> July, 2015.*

*Following are the reasons for the reappointment of the Registrar (i-c) by the Vice Chancellor (i-c) from 24<sup>th</sup> August, 2015:*

- *The Vice Chancellor (i-c) is new to the Administrative work.*
- *Since the Senior Professors were not willing to accept the Registrar (i-c) post and Dr. (Mrs.) A. Venmathi has been associated with all the Statutory meetings and Administrative and financial deliberations of the University for nearly an year, she was reappointed as Registrar (i-c).*

### **2.3 Ratification and approval for the extension of term of service as Controller of Examination in-charge**

For ratification and approval of the extension of term of service as Controller of Examination in-charge, till the next Controller of Examinations assumes charge, the circular has been circulated to all the members of the BoM dated **29.7.2015**.

The BoM **ratified** the above extension.

### **3. Confirmation of the minutes of the previous meetings of the Board of Management**

**3.1** The minutes of the **102<sup>nd</sup>** meeting of the Board of Management held on **12.5.2015** had been circulated to all the members of the Board of Management. Since no comments were received from the members, it was confirmed.

**3.2** The minutes of the **103<sup>rd</sup>** meeting (Extraordinary Meeting) of the Board of Management held on **26.6.2015** had been despatched to all the members of the Board of Management on **31.7.2015**. Since no comments were received from the members, it was confirmed.

### **4. Action taken on the minutes of the previous meeting of the Board of Management held on 12.5.2015**

<b>S.No.</b>	<b>Resolution</b>	<b>Action taken</b>
4.1	Information about the release of Plan and Non-Plan grant to 8 Deemed Universities including this University	Details discussed
4.2	Information about the details of certain pending audit paras	Discussed in Finance Committee meeting held on <b>26.6.2015</b> and <b>12.8.2015</b> .

4.2.1	Details in respect of appointment for the post of Vice Chancellor Registrar, Teaching staff as per request by the Office of the Principal Accountant General (General and Social Sector Audit) Tamil Nadu and Pondicherry, Chennai	Informed
4.2.2	Letters received from Deputy Secretary to Government, Higher Education Department regarding Pending Audit Paras by the Principal Accountant General	Reply sent.
4.3	Information about RTI Applications of Sh. A. Moulana on various dates forwarded by UGC and Tamil Nadu Information Commission	Informed
4.4	Submission of corrected MoA/Rules as per UGC's Notification dated 21 <sup>st</sup> May, 2010, Amendments 2014 and 2015.	Submitted the Registered MoA/ Rules to UGC on 9.12.2015.
4.5	Resolved to ratify the proposal for recognition of this University under 12B of the UGC Act to receive grant in aid under all schemes, Plan and Non-Plan from the UGC	Ratified
4.6	Resolved to approve the Recruitment Rules for Non-teaching staff and related amendments	Approved. Steps taken to conduct DPC Committee to finalise the same.
4.7	Resolved to approve the extension of term of office of Registrar in-charge and Advertisement for the post of Full-time Registrar	Discussed.
4.8	Selection of Dr. K. Vasantha as Professor in Home Science Extension Education	As per discussion, kept pending.
4.9	Station Seniority of Dr.(Mrs.)R. Jeyagowri and Dr.(Mrs.)K.Manimozhi	Discussed in the Extra-ordinary BoM Meeting held on <b>26.6.2015</b> . As per minutes overall seniority to Dr.K.Manimozhi and Station Seniority to Dr. R. Jeyagowri.
4.10	Resolved to ratify the appointment of Mr. S. Sardar Malik as Administrative Officer	Ratified
4.11	Resolved to approve and Ratify the permissions given for Visits abroad	Approved/Ratified Further discussed in Agenda 13.

4.12	Information of letters (8) from the UGC and other Government Organisations	Informed
4.13	Legal matters related to the University	Informed
4.14	Information about the RTI letters/Writ petition received from various persons regarding some clarifications	Informed
4.15	Information about the representation received by the Vice Chancellor and the Chancellor from the Adidraavidar Marumalarchi Association	Informed
4.16	Information about the opening a DAVP code and account for our Institution	Informed
4.17.	Resolved to ratify the appointments of candidates selected by the Selection Committee for Teaching post /Upgradation from V pay to VI pay scale in the Faculty of Engineering.	Ratified
4.18.	Resolved to ratify the appointment of candidates selected by the Selection Committee for teaching post in B.Voc. Vocational Stream Programme	Ratified
4.19.	Resolved to ratify the appointments of candidates selected by the Selection Committee as Project Staff in the Project	Ratified
4.20	Resolved to ratify the passing of the Ph.D. results from 11 <sup>th</sup> November, 2014 to 10 <sup>th</sup> March, 2015	Ratified
4.21	Resolved to approve the appointment of Controller of Examinations	Approved to select next CoE on lien.
4.22	Resolved to approve the admission procedure for the various Programmes of this University for 2015-2016	Approved
4.23	Completion of term of office of present Vice Chancellor and Selection of next Vice Chancellor of this University	Further discussed in 103 <sup>rd</sup> Extra-ordinary meeting held on <b>26.6.2015</b>
4.24	Seeking permission to offer certain programmes	
4.24.1.	Offering M.Sc. Counselling Psychology and MTA as Self-financed programmes	Permitted with information to the UGC.
4.24.2	Offering B.P.E. as B.Sc. Physical Education and MTA as MBA Tourism and Travel Management as specified by UGC	Permitted with intimation to UGC accordingly.



4.24.3 Changing the duration of B.Ed.,B.P.Ed., M.Ed. programmes from one year to two years. Permitted.

4.25 Resolved to ratify the change in composition of BoM and Nominations of members. Ratified

## 5. Appointments

### 5.1. Ratification of the appointment of candidates selected by the Selection Committee for Teaching post in the Faculty of Engineering:

The Selection Committee constituted to select candidates for the Teaching post met on 29.01.2015 and selected the following candidates as per AICTE/University norms:

#### Teaching staff(Direct Appointment) – Faculty of Engineering:

Sl. No.	Name of the staff, Department & Qualification	Community	Date of Joining
1	Ms.S.Krithika B.E., M.E., Temp. Assistant Professor Department of Civil Engineering	OBC	Appointed on a salary of <b>Rs. 15600</b> in the Pay band <b>Rs.15600-39100</b> with <b>Academic Grade Pay of Rs. 6000/ w.e.f. 19.6.2015</b>
2	Ms.S.Nithyamanohari B.E., M.E., Temp. Assistant Professor Department of Civil Engineering	BC	Appointed on a salary of <b>Rs.15600</b> in the Pay band <b>Rs. 15600-39100</b> with <b>Academic Grade Pay of Rs.6000/ w.e.f. 19.6.2015</b>

The Board of Management was requested **to ratify** the above appointments.

*The BoM resolved to ratify the same.*

### 5.2. Ratification for discontinuing the appointment of Associate Professor post in B.Voc Vocational Stream Programme

As per the UGC guidelines in D.O.No.F.2-2/2014(B.Voc) dated 05.05.2014, the Institute has appointed Dr.P.Suganya as Associate Professor in Vocational Stream Programme in Food Processing and Engineering on deputation on a consolidated salary of Rs.1,05,293/- with effect from 4.3.2015 f.n.

UGC in its letter F.No.2-1/2014(NSQF/Policy) dated 30.7.2015 has sent the revised guidelines and asked to discontinue the appointment of Associate Professor post in the vocational stream. Hence the Institute has relieved Dr.P.Suganya from her services of Associate Professor on 31.7.2015 a.n. Hence, she has joined as Associate Professor in her parent department of Food Processing and Preservation Technology, Faculty of Engineering with effect from 1.8.2015.

The Board of Management was requested **to ratify** the above discontinuation of the appointment of Associate Professor post in B.Voc Vocational Stream Programme and appointment

of the candidate as Associate Professor in her parent department of Food Processing and Preservation Technology, Faculty of Engineering with effect from **1.8.2015 F.N.**

*The BoM suggested to change the statement, 'Hence, she has joined as Associate Professor in her parent department.....' as 'She was **reverted back** to her parent department.....'*

*The BoM resolved to ratify the above.*

### **5.3. Ratification of the appointment of candidates selected by the Selection Committee in various Projects**

The Selection Committee constituted to select candidates for the projects met on 31.3.2015, 12.5.2015, 25.5.2015, 3.6.2015, 20.6.2015 and selected the following candidates:

#### **5.3.1. "A Sustainable 'Response to Intervention Model' for Successful Inclusion of Children with Disabilities – An India – US Partnership" under Indo-US 21<sup>st</sup> Century Knowledge Initiative Programme" - Department of Special Education**

<b>Sl. No.</b>	<b>Name of the staff, Department &amp; Qualification</b>	<b>Comm-unity</b>	<b>Date of Joining</b>
1	Mrs.T.Gomathi. B.Com, DCA.,B.Ed., Temporary Data Entry Operator	FC	Appointed on a Salary of Rs .10,000/- p.m wef 22.6.2015 f.n.

#### **5.3.2 "Assessment of Nutritional and Morbidity status and utilization of health care facilities in the elderly population aged 60 years and above" – Department of Food Service Management and Dietetics.**

<b>Sl. No.</b>	<b>Name of the staff, Department &amp; Qualification</b>	<b>Commu-nity</b>	<b>Date of Joining</b>
1	Mrs.R.Kirubadevi M.Sc., Temporary Dietitian	BC	Appointed on a Salary of Rs. 27,800/- p.m. wef 29.5.2015 f.n.
2	Ms.S.Abhirami M.Sc., Temporary Dietitian	BC	Appointed on a Salary of Rs.27,800/- p.m. wef 29.5.2015 f.n.
3	Ms.M.Gunavathy @ Divya BBA.,MSW., Temporary Social Worker	DNC	Appointed on a Salary of Rs.27,800/- p.m. wef 15.6.2015 f.n.
4	Ms.M.Nandhini B.Sc.,M.Sc., Temporary Field Attendant	SC	Appointed on a Salary of Rs.14,000/- p.m. wef 15.6.2015 f.n.

#### **5.3.3. "Harnessing Herbal Potential of PISONIA GRANDIS in Development of Medical Textiles"**

<b>Sl. No.</b>	<b>Name of the staff, Department &amp; Qualification</b>	<b>Commu-nity</b>	<b>Date of Joining</b>
1	Mrs.R.Vijayalakshmi M.Sc., M.Phil., Temporary Project Fellow Department of Chemistry	BC	Appointed on a Salary of Rs.12,000/-+20% HRA p.m wef 1.4.2015 f.n.

**5.3.4. “Economic Costs of Domestic Violence against Women in Selected Rural and Urban Slum Areas in Coimbatore District, Tamil Nadu” – Department of Economics.**

Sl. No.	Name of the staff, Department & Qualification	Comm-unity	Date of Joining
1	Mrs.T.A.Jayachitra M.Sc.,NET., Temporary Project Fellow	MBC	Appointed on a Salary of Rs.16,000/- p.m wef 15.5.2015 f.n.
2	Ms.T.Menaga B.A.,B.Ed., Temporary Secretarial Staff	BC	Appointed on a Salary of Rs..8,000/- p.m wef 15.5.2015 f.n.
3	Ms.R.Bhuvanewari MA., Temporary Field Worker	BC	Appointed on a Salary of Rs.10,000/- p.m wef 1.10.2015 f.n.
4	Ms.V.Anuruthi MA.,PGDPM Temporary Field Worker	FC	Appointed on a Salary of Rs.10,000/- p.m wef 1.10.2015 f.n.
5	Ms.C.Deepapriya MA., Temporary Field Worker	BC	Appointed on a Salary of Rs.10,000/- p.m wef 1.10.2015 f.n.
6	Ms.R.Nirmala MA., Temporary Field Worker	MBC	Appointed on a Salary of Rs.10,000/- p.m wef 1.10.2015 f.n.
7	Ms.R.Gajalakshmi DECE., B.Sc., Temporary Field Worker	BC	Appointed on a Salary of Rs.10,000/- p.m wef 1.10.2015 f.n.

**5.3.5. “Blood Vessel Segmentation by Fuzzy C means Clustering” – Department of Biomedical Instrumentation Engineering.**

Sl. No.	Name of the staff, Department & Qualification	Comm-unity	Date of Joining
1	Ms.R.Renee Christina B.E., M.E., Temporary Senior Research Fellow	BC	Appointed on a Salary of Rs.28,000/-+20% HRA p.m wef 15.5.2015 f.n.

The Board of Management was requested **to ratify** the above appointments.

*The BoM resolved to ratify the same.*

**5.4 Ratification for the appointment of Mr. S. Nagarajan, M.A., DPPA, Deputy Director, Local Fund Audit as Finance Officer**

The Director, Department of Local Fund Audit, Chennai has deputed **Mr. S. Nagarajan**, Deputy Director, Local Fund Audit as Finance Officer to this University w.e.f. 6.6.2014 F.N. on foreign service. The 99<sup>th</sup> Board of Management was informed regarding the appointment of the Finance Officer.

Now, the Director, Local Fund Audit Department, Chennai in his proceedings Rc. No. P&A 1(3)/197 39/2015 dated 2.6.2015 has extended the deputation period of Mr. S. Nagarajan for one more year from 6.6.2015 to 5.6.2016 on foreign service.

The Board of Management was requested **to ratify** the appointment of Mr. S. Nagarajan, Finance Officer, w.e.f. 6.6.2014 and further continuance of the post upto 5.6.2016.

*The BoM suggested to recruit the Finance Officer by giving advertisement, based on the Recruitment Rules.*

***The BoM resolved to ratify the above.***

**6. Results of the Ph.D. Degree Examinations held from 29.7.2015 to 30.10.2015** (No. of candidates – **24**) was circulated to all the members of the Board of Management for approval and the BoM **approved** the same.

### **7. Guidelines for Framing/Amendment/Relaxation of Cadre Recruitment Rules**

UGC along with its letter **F.No. 69-4/2012(CU) dated 14<sup>th</sup> August, 2015** enclosed copy of the O.M. No. AB.14017/48/2010-Estt. (RR) dated 31<sup>st</sup> December, 2010 and O.M. No. AB.14017/13/2013-Estt. (RR) dated 31<sup>st</sup> March, 2015 issued by the Government of India, Ministry of Personnel, PG & Pensions, Department of Personnel & Training, New Delhi and requested the University to follow the guidelines/instructions for various posts as given in the copies while framing/amendment of Recruitment Rules. It is also informed that the “Interview” clause should not be added by the University at its own level if it is not prescribed by DOPT in its Model Recruitment Rules.

In the CRR framed and passed in the BoM, the clause 3.12.2 Qualifying service for promotion need to be included and amended. The BoM was requested to give permission for the following:

- i) For the promotion of Non-teaching staff members the revised grade pay as per O.M. No. AB.14017/48/2010-Estt. (RR) dated 31<sup>st</sup> December, 2010 be implemented.
- ii) To revise/amend/relax the already framed Cadre Recruitment Rules (CRR) of this University as per the Department of Personnel and Training (DOPT) rules.

*The BoM suggested to implement the existing CRR as a first step and asked to form a Committee to study and analyse the guidelines given in DOPT rules.*

### **8. Ratification for the appointment of University Legal Advisor**

Shri. N. V. Nagasubramaniam, B.Sc., B.L. was extending his excellent services to this University as a Honorary Legal Advisor from 1.12.2006 to 31.5.2015.

**Mr. N. Sridhar, B.Com., B.L.** is appointed as Legal Advisor of this University from **1.6.2015 to 31.5.2018.**

The BoM was requested **to ratify** the above appointment.

*Dr. K.P.S. Unny suggested to change the word 'extending his excellent services.....' as 'rendering his excellent services.....'*

The Chairperson of the BoM expressed the necessity for the appointment of a permanent Legal Advisor in the University and informed that the Legal Advisor would be visiting the University often to deal with the legal matters of the University. The BoM welcomed the decision of the University.

*The BoM resolved to ratify the same.*

### 9. Information on the funding to the University for Plan and Non-plan during 2014-2015 & 2015-2016

UGC grant received for Plan and Non-Plan during 2014-2015 & 2015-2016 are summarized as follows:

#### i) UGC Non-Plan Maintenance Grant

Year	S.No.	Title of the Project	Funding Agency	Sanction letter No. and Date	Amount received in Rs.
2014-2015	1	Advance Grant – Salary	UGC	No. F.1-1/2013 (DU) dated 25.3.2014	6,00,00,000
	2	1 <sup>st</sup> instalment	UGC	F.No. 1-1/2014 (DU) 19.6.2014	14,60,00,000
	3	2 <sup>nd</sup> instalment	UGC	F.No. 1-1/2014(DU) dated 10.10.2014	18,81,00,000
		<b>Total</b>		<b>Total</b>	<b>39,41,00,000</b>
2015-2016	1	1 <sup>st</sup> instalment	UGC	F.No. 1-1/2015(DU) dated 3.6.2015	16,22,68,000
	2	2 <sup>nd</sup> instalment	UGC	F.No. 1-1/2015 (DU) dated 3.9.2015	13,64,02,000
	3	3 <sup>rd</sup> instalment	UGC	F.No. 1-1/2015 (DU) dated 20.11.2015	5,44,31,000
				<b>Total</b>	<b>35,31,01,000</b>

#### ii) UGC - XII Plan

-

Year	S.No.	Title of the Project	Funding Agency	Sanction letter No. and Date	Amount received in Rs.
2014-2015		-	-	-	-
2015-2016	1	4 <sup>th</sup> instalment	UGC	F.No. 14-1/2012 (DU) dated 30.6.2015	7,14,37,000

iii) Higher Education - Maintenance Grant

Year	S.No.	Title of the Project	Funding Agency	Sanction letter No. and Date	Amount received in Rs.
2015-2016	1	Third instalment	Government of Tamil Nadu	17.11.2015	Rs. 21.30 lakhs

*The BoM was informed on the above.*

*Dr. P. Subashini suggested to display the details of Plan and Non-Plan grants received by the University in the University Notice Board.*

*The BoM unanimously accepted the suggestion.*

**10. Approval for the minutes of the 35<sup>th</sup> Academic Council meeting held on 31<sup>st</sup> July, 2015**

The Board of Management was requested to approve the Minutes of the **35<sup>th</sup> Academic Council** meeting held on **31<sup>st</sup> July, 2015**.

A few major highlights of the Academic Council meeting are as follows:

- a) Adoption of **UGC's CBCS as a base conceptual framework for all Undergraduate and Postgraduate programmes** for students admitted from 2015-2016 & onwards.
- b) Adoption of UGC, NCTE and RCI's Choice Based Credit System for related programmes of **Education**.
- c) Adoption of UGC and AICTE's Choice Based Credit System for related programmes of **Engineering**.
- d) Change in the nomenclature of B.P.E. and M.T.A. as per the Specification of degrees by UGC as **B.Sc. Physical Education** and **M.B.A. Tourism and Travel Management**.
- e) Eligibility criteria for students' admission **to various Undergraduate programmes** considering courses offered by CBSE
- f) Approval of RCI for **B.Sc. Special Education & Rehabilitation** for a duration of **3 years** for four academic sessions **i.e. 2012-2013, 2013-2014, 2014-2015 & 2015-2016** with a student intake of **30**.
- g) Change in the duration of B.Ed., B.P.Ed. and M.Ed. programmes from one year to two years as per RCI and NCTE norms.

*The BoM resolved to approve the same.*

## **11. Information of letters from the UGC and other Governmental Organisations**

11.1. UGC in its letter F.No. 9-1/2012(DU) dated **10.7.2015** (**Annexure I**) requested the University to initiate immediate action on the following:

- i) The University may revise its MoA as per UGC Regulations 2010 and its Amendments of 2014 & 2015
- ii) The University may obtain 12(B) recognition during 2015-2016.
- iii) UGC shall undertake 5% cut in plan funding to the Deemed Universities during 2015-2016 and informed that there should be progressive tapering of funds which shall be reviewed before the next financial year. It is to be pointed out that both Plan and Non-Plan will be reduced progressively right upto 50% of Non-Plan and Plan after 5 years.

*The BoM was informed on the above.*

11.2. UGC in its letter No. F.9-1/2012(DU) dated **10.7.2015** regarding the information about the submission of Utilization Certificate and Statement of Expenditure as on 31.3.2015 against XII Plan sanctioned grant.(**Annexure II**).

*The BoM was informed on the above.*

11.3 UGC in its letter F.No. 6-1/2013 (DU) dated **23.7.2015**, regarding the increase in certain allowances by further 25% as a result of enhancement of Dearness Allowance w.e.f. 1.1.2014 especially in Children Education Allowance and special allowance for Child Care. (**Annexure III**).

The University has implemented the above.

*The BoM was informed on the above.*

11.4 **Revision of the TA/DA and Honorarium payable to Official and Non-official members/experts to attend various meetings in our University**

UGC Office Memorandum No.F.21-1/2015(FD-1/B) dated **29.7.2015** informs the rules for revision of TA/DA and Honorarium payable to Official and Non-official members/Experts attending the Various meetings in the Institutions/Universities/Organization. (**Annexure IV**)

The Board of Management was requested to give **approval** for implementing the rules specified in the O.M. of UGC regarding TA/DA & Honorarium w.e.f.**1.1.2016** onwards until further notification.

*The BoM asked the University to get clarification from the UGC that whether the word, experts include examiners also.*

*The BoM resolved to approve the above.*

**11.5. Ratification for the implementation of the Transport Allowance to the Teaching and Non-teaching staff members**

Ministry of Finance, Department of Expenditure, Government of India in its Office Memorandum No. (2)2015-E.11(B) dated **6.8.2015** requested to implement the revised the Transport Allowance with effect from 1<sup>st</sup> April, 2015, based on the re-classification of cities/towns/localities as per census-2011 (**Annexure V**).

*The BoM was requested to ratify the implementation of TA to the Teaching and Non-teaching staff members in this University.*

***The BoM resolved to ratify the implementation of Transport Allowance .***

11.6 UGC in its File No. 1-4/2014 (TG) dated **25<sup>th</sup> August, 2015** invites Online Travel Grant applications from permanent teachers and Librarians of Colleges, Vice Chancellors of Central Universities, State Universities and Deemed to be Universities recognized under section 2(f) and 12(B) of the UGC Act to support them present their research paper(s) in International Conferences abroad. (**Annexure VI**)

*The BoM was informed on the above.*

11.7 UGC in its letter D.O. F.No. 5-1/2013 (CPP-II) dated **11<sup>th</sup> September, 2015** mentioned on the UGC's specification of Degrees (21<sup>st</sup> July 2015) which has been notified in the Gazette of India, 23<sup>rd</sup> July, 2015. The above notification specified the duration of B.Ed., M.Ed., B.P.Ed. and M.P.Ed. programmes as two years and also their eligibility qualification.

The University has already implemented the duration of the programme and considered the eligibility specified during the admission of the students in the academic year 2015-2016. (**Annexure VII**).

*The BoM was informed on the above.*

11.8 UGC in its letter D.O. No. F.1-14/2015 (CPP-II) dated **29<sup>th</sup> September, 2015** informed that it has framed Guidelines for the scheme of establishing **University-Industry Inter-linkage Centres** (UIL Centres) in the Universities, which are based on the significance of University-Industry interactions in higher education on policy-making front at both national and institutional levels. (**Annexure VIII**) and requested the Universities to establish the UIL Centres in the University. Establishment of UIL Centre in this University is under process.

*The BoM suggested to establish the UIL Centre in this University at the earliest to help the students.*

11.9 UGC in its letter D.O. No. F.12-1/2015(CPP-II) dated **15.10.2015** informed about the Guidelines on Determination of a Uniform Span period for degree completion. (**Annexure IX**)

The Commission has observed that Universities across the country adopt varying span period within which a student may be allowed to complete a programme to be qualified for a degree. In order to evolve a uniform policy, the Commission had constituted an Expert Committee to



consider the issue of determining a uniform span period. On the basis of recommendations UGC has formulated following guidelines for compliance of the Universities:

- i) Normally, the student is expected to complete his/her programme within the minimum period as laid down under the relevant Regulation of the university which should be in conformity with the UGC Regulations.
- ii) A student who for whatever reasons is not able to complete the programme within the normal period or the minimum duration prescribed for the programme, may be allowed two years period beyond the normal period to clear the backlog to be qualified for the degree.
  - a) Time Span= N+2 years for the completion of programme where N stands for the normal or minimum duration prescribed for completion of the programme.
  - b) In exceptional circumstance a further extension of one more year may be granted. The exceptional circumstances be spelt out clearly by the relevant statutory body concerned of the university.
  - c) During the extended period the student shall be considered as a private candidate and also not be eligible for ranking.
- iii) Ordinarily, no student should be given time beyond the extended period of two years. However, in exceptional circumstances and on the basis of the merits of each case university may allow a student one more year for completion of the programme.
- iv) These guidelines are subject to the Rules and Regulations of the statutory bodies and universities governing the grant of degrees.

*The BoM was requested to give permission for implementing the above from the year 2016 & onwards.*

*The BoM resolved to permit the implementation of the above.*

11.10 UGC in its letter D.O. No. F.1-11/2015 (CM) dated **21<sup>st</sup> November, 2015** requested the Universities and Colleges to register and provide the data as per the instructions given on the National Institution Ranking Framework (NIRF) portal which will evaluate the Universities/Colleges on quantifiable parameters leading to ranking of institutions, so that the national ranking will be available to the students from the next academic session.(**Annexure X**).

This University is getting ready with the data as per the MHRD's NIRF portal.

*The BoM was informed on the above.*

*Dr. M.V. Bharathalakshmi appreciated the initiation taken by the University for NIRF portal.*

11.11 UGC in its letter No. F.7-4/2014 (DU) dated **26<sup>th</sup> November, 2015** to the Ministry of Human Resource Development, informed that this University is one among the eight Deemed Universities, **fully funded by MHRD, Government of India through UGC** and follow GPF (CCS) Rules, 1960 in toto

and thereby requested the MHRD to include the eight Deemed Universities in schedule under sub-section (2) of section 8 of Provident Funds Act, 1925. (**Annexure XI**).

*The BoM was informed on the above.*

*Dr. P. Subashini suggested to study the GPF (CCS) Rules 1960 and Dr. K.P.S. Unny suggested to proceed based on the rules.*

11.12 UGC in its letter D.O.No. 14-26/2015 (CPP-II) dated **11<sup>th</sup> December, 2015** (**Annexure XII**) requested the Universities to undertake the following activities:

- Include a module on **ill-effects of fireworks in the paper of Environment Studies** which has to be compulsorily studied by all students as per UGC's direction vide D.O. No. F.13-1/2000 (EA/ENV/COS-I) dated 30.3.2015.
- Organize forums, discussions and presentations related to hazards of fireworks and ways of reducing them.
- Depute student groups and/or teachers to undertake educative workshops/lectures/presentations in schools and colleges in surrounding areas.

The University has already introduced 'Environmental Studies' as a Compulsory Course during 5<sup>th</sup> Semester under Part IV Component for all the Undergraduate students admitted from the academic year 2015-2016 & onwards. The University is planning to organize discussions related to hazards of fireworks during the even Semester and lectures will be organized by the NSS Volunteers in schools situated in the adopted villages.

*The BoM was informed on the above.*

11.13 The Central Board of Secondary Education through its letter D.O. No. 14-2/2013 (CPP-II) dated **16.12.2015**, requested the UGC, to issue notification and directions to all Universities regarding admissions of computer-based courses .

Based on the request, the UGC in its letter D.O. No. 14-2/2013 (CPP-II) dated **16<sup>th</sup> December, 2015** informed that the following computer-based courses are offered to students of classes XI and XII. (**Annexure XIII**)

- Computer Science (083)
- Informatics Practices (065)
- Multimedia and Web Technology (067)

These subjects involve 70% marks for theory and 30% marks for practical work in the board examination and offered under regular academic stream.

The UGC requested the Universities to recognize and include the above subjects for calculating the aggregate marks for deciding the eligibility for admission in degree programmes.

The BoM was requested to **give approval** for the implementation of the above from the academic year 2016-2017 admission & onwards.

*The BoM resolved to approve the same.*

**12.1 Status of submission of Corrected MoA/Rules and 12B Status as per UGC's notification dated 21<sup>st</sup> May, 2010.**

UGC vide its letter *F.6-1(11)/2006 (CPP-I) dated 26<sup>th</sup> June 2010* had requested the Deemed to be Universities to make necessary changes in the then existing MoA/Rules keeping in view the UGC (Institutions Deemed to be Universities) Regulations 2010 and to send a copy of the registered MoA/Rules after making necessary changes as per the new regulations.

Accordingly, this University submitted revised MoA/Rules to the UGC vide our letter *No.R/759/dated 17.4.2013* to the UGC.

However, as per UGC's letter **No.F.40-5/2007 (CPP-I) dated 10.5.2013** had indicated certain changes to be made in certain clauses as per the UGC's regulations and to submit revised MoA / Rules .

Meanwhile the UGC vide its letter **No.F.9-5/2008(DU) dated 12.12.2013** had indicated that all Deemed to be Universities who do not have recognition u/s 12B of the UGC Act shall take steps to acquire the same before the beginning of the financial year **2015-16**, failing which they would not be provided with grant by the UGC. The UGC had also indicated that if the MoA has not been amended in accordance with the UGC (Deemed to be Universities) Regulations, **2010 AND APPROVED** by the UGC / MHRD before the beginning of **2015-16**, they would not be eligible for further grant from UGC.

Hence, the University carried out all the corrections indicated as per UGC (Institutions Deemed to be Universities) (Amendments) Regulation **2014 dated 1.5.2014** and UGC (Institutions Deemed to be Universities) (Amendments) Regulation **2015 dated 1.1.2015** and have despatched the revised MoA/Rules of this University to the UGC vide this University letter *No.R/UGC/163 dated 6.5.2015*.

UGC in its letter No. F. 40-1/2014(CPP-I/DU) dated **28.5.2015**, observed some corrections in MoA submitted by the University in the Governance System, Admission and fee structure, Constitution and Powers of BoM. Since this University is a **public funded Deemed to be University** the Governance System and Management Structure should be in accordance with the decision of the Central Government. Hence, the University was **requested by the UGC to get the Governance System and Management Structure approved by MHRD** and submit the MoA after complying with the above observations.

The Vice Chancellor, Registrar in-charge and one BoM member had visited the MHRD and submitted a letter dated **24.6.2015**, seeking clarifications of the University was Public funded, and it was so, then the University sought the text for the Governance System and Management Structure.

Meanwhile, the Chairman, Avinashilingam Institute for Home Science and Higher Education for Women, (Sponsoring Society) submitted a letter dated **1.7.2015** to the Secretary, MHRD, New Delhi to approve the amended Governance System and Management Structure of the University based on the MoA/Rules of UGC (Institution Deemed to be Universities) and its amendments.

On July 17<sup>th</sup>, 2015, Dr. (Mrs.) A. Venmathi, Registrar (i-c) and Dr. (Mrs.) U. Jerinabi, Dean, Faculty of Business Administration made a visit to MHRD to get to know the progress of Governance System and Management Structure submitted by the University.

On **July 31<sup>st</sup>, 2015**, the Vice Chancellor of the University sent a letter to **Dr. K.P. Singh**, Joint Secretary, UGC mentioning the status of the University regarding a) Salary fund (Non-Plan) and delay in disbursement of salary (b) Submission and compliance as per MoA/Rules, 12B and Governance by MHRD and (c) Fear of conversion of the University as a self-financed one.

UGC in its letter F.40-1/2014 (CPP-I/DU) dated 30<sup>th</sup> September, 2015 to the Managing Trustee, requested to send the revised MoA/Rules, after incorporating the suggestions/observations in some of the clauses of MoA and Rules VII).

UGC in its letter F.40-1/2014 (CPP-I/DU) dated **1<sup>st</sup> December, 2015**, (**Annexure XIV**) quoted the Managing Trustee's letter dated 20.11.2015 and informed that the revised MoA/Rules submitted **was found to be as per UGC (Institutions Deemed to be Universities) Regulations, 2010 and Amended Regulations, 2014 and 2015** and requested to register the revised MoA/Rules in accordance with the provisions of the Society Registration Act and submit the registered MoA/Rules to the UGC for record.

As directed by the UGC, the Avinashilingam Education Trust registered the approved MoA/Rules in accordance with the provisions of the Society Registration Act on **7.12.2015** and submitted to the UGC through its letter dated **9.12.2015**.

The Vice Chancellor (i-c) of the University through letter **No. R/336 dated 9.12.2015** submitted the proposal for 12B Status with all the required information/documents.

UGC in its letter F.No. 14-1/2012 (DU) dated **15.12.2015 (Annexure XV)** informed that Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore is getting Plan and Non-Plan grant regularly from the UGC, subject to the submission of Utilization Certificate and statement of expenditure and within the allocation like other funded deemed to be Universities. As of now, there is no decision at the level of Commission and there is no direction from the MHRD to stop grant to the funded Deemed to be Universities. However, the University was requested to comply with a condition of 12B of the UGC Act.

The University has already **applied for 12B Status, attaching the registered MoA on 9.12.2015 itself** and waiting for the UGC's favourable reply. The registered MoA/Rules is available in the University Website for reference.

*The BoM was informed on the above.*

## 12. 2. **Re-constitution of the Board of Management as per the new MoA submitted**

As per the new MoA Rules, the constitution of the BoM is as follows:

- i) Vice Chancellor – Ex-Officio Chairperson
- ii) Deans of Faculties not exceeding two (by rotation based on seniority)
- iii) Three eminent academicians as nominated by the Chancellor
- iv) One nominee of the UGC/Central Government
- v) Two teachers (from Professors, Readers/Associate Professors) by rotation based on seniority.
  
- vi) Maximum of two nominee of the Sponsoring Trust
- vii) The Controller of Examinations shall be a permanent invitee to the BoM
- viii) The Registrar, who shall be the Ex-Officio Secretary

*The BoM was requested to give permission to reconstitute the BoM as per the MoA/Rules.*

*Dr. K.P.S. Unny suggested to have a Recruitment Register for the staff and circulate it among them in order to rectify the seniority issues at an initial stage itself.*

*The BoM resolved to approve the reconstitution of the BoM as per the MoA/Rules.*

## 13. Visits Abroad

### 13.1 **Ratification for the request of Dr. (Mrs.) Vasantha Kalyani David, Professor, Department of Computer Science to visit USA**

**Dr. (Mrs.) Vasantha Kalyani David**, Professor, Department of Computer Science requested permission to visit USA from **15.5.2015** to **21.5.2015** mentioned the purpose as Personal reasons. The 102<sup>nd</sup> BoM asked to submit the specific reason for her visit and to ratify the same in the ensuing BoM.

Dr. Vasantha Kalyani David visited USA for **Touring purpose**.

The BoM was requested to **ratify** the above.

*The BoM resolved to ratify the same.*

### 13.2 **Ratification for the visit of Dr.(Mrs.) Sheela Ramachandran, former Vice Chancellor**

The 6<sup>th</sup> International Conference on Development Policy (ICDP 2015) is organized by the Institute of Finance Management, Tanzania in collaboration with Avinashilingam Institute for Home Science and Higher Education for Women, India. The main theme of ICDP 2015 is “The Emergency of Mobile Technologies in Economic Development and Growth”. This conference was scheduled on **5<sup>th</sup> and 6<sup>th</sup> August, 2015** at The Serena Hotels, Dar Es Salaam. The Presidential address was delivered by the former Vice Chancellor of Avinashilingam Institute for Home Science and Higher Education for Women, **Dr. (Mrs.) Sheela Ramachandran** having the theme of the conference as its focus. She has also been a Chairperson for a panel discussion on the same title.

Dr. (Mrs.) U. Jerinabi, Dean, Faculty of Business Administration and Dr. (Mrs.) S. Maragatham Natraj, Dean, Faculty of Engineering also participated in the above conference.

The BoM was requested to **ratify** the above.

*The BoM resolved to ratify the same.*

**13.3 Ratification for the visit of Dr. (Ms.) N.S. Rohini, Professor & Head, Department of Psychology to visit USA.**

Dr. (Ms.) N.S. Rohini, Professor & Head, Department of Psychology visited USA during **6<sup>th</sup> to 18<sup>th</sup> September, 2015** to attend her Nephew's marriage.

The BoM was requested to **ratify** the above visit.

*The BoM resolved to ratify the same.*

**13.4 Ratification for the visit of Dr. M. Chandravathana, Assistant Professor (SG), Department of Education to visit Singapore**

Dr. M. Chandravathana, Assistant Professor (SG), Department of Education visited her daughter at Singapore from **2.11.2015 to 13.11.2015**.

The BoM was requested to **ratify** the above visit.

*The BoM resolved to ratify the same.*

**13.5 Ratification for the visit of Dr. (Mrs.) S. Jaya, Professor and Head, Department of Human Development to visit USA**

Dr. (Mrs.) S. Jaya, Professor and Head, Department of Human Development requested permission to visit her daughter at USA from December, 2015 to May, 2016.

The BoM was requested to **ratify** the above visit.

*The BoM resolved to ratify the same.*

**13.6 Ratification for the visit of Dr. B. Suganthi, Associate Professor of Biochemistry to visit Singapore**

Dr. B. Suganthi, Associate Professor of Biochemistry requested permission to visit to Singapore from **4.1.2016 to 10.2.2016** to visit her daughter.

The BoM was requested to **ratify** the above visit.

*It resolved to ratify the above visit.*

**13.7 Approval for the visit of Dr. (Mrs.) M.R. Thilakam, Professor, Department of Resource Management to visit Germany**

Dr. (Mrs.) M.R. Thilakam, Professor, Department of Resource Management requested permission to visit her daughter to Germany during the month of **April – June, 2016**.

The BoM was requested **to approve** the above visit.

*The BoM resolved to approve the same.*

**13.8 Approval for the visit of Dr. (Mrs.) A. Venmathi, Registrar (i-c) to visit Tanzania**

Dr. (Mrs.) A. Venmathi, Registrar (i-c) requested permission to visit Tanzania with family during the month of March or April, 2016 for touring purpose.

The BoM was requested **to approve** the above visit.

*The BoM resolved to approve the same.*

*Dr. K.P.S. Unny asked to specify that, 'the BoM approves the visits/leave/study leave/any other leave subject to the condition that their regular academic activities are taken care of'.*

**14. Leave**

**14.1 Ratification of the sanction of Sabbatical Leave**

**As per UGC Regulations 2010 and the Gazette of India, September 18, 2010 point No.8.3 page No.7897. Mrs.A.Vijayarani, Associate Professor of English Department of this University is granted Sabbatical Leave for a period of seven months from 5.10.2015 to 30.4.2016 in connection with her Ph.D. research work.**

The BOM was requested **to ratify** the sanction of **Sabbatical Leave** to the above staff member.

*Dr. K.P.S. Unny asked to specify that, 'the BoM approves the visits/leave/study leave/any other leave subject to the condition that their regular academic activities are taken care of'.*

*The BoM resolved to ratify the same.*

**14. 2. Ratification of the sanction of Study Leave**

**Mrs.E. Indira, Assistant Professor, Department of Visual Communication of this University is granted Study Leave for a period of six months from 1.11.2015 to 30.4.2016 in connection with her Ph.D. research work.**

The BOM was requested **to ratify** the sanction of **Study Leave** to the above staff member.

*The BoM resolved to ratify the same.*

### 14. 3. Ratification of the sanction of Faculty Improvement Programme

**Mrs.K.Vidyakala**, Assistant Professor, Department of **Commerce** of this University is granted **Faculty Improvement Programme** for a period of one year from **4.1.2016 to 3.1.2017** in connection with her Ph.D. research work.

The BOM was requested **to ratify** the sanction of **FIP** to the above staff member.

*Dr.K.P.S. Unny suggested to mention the alternate arrangements made for various type of leaves sanctioned in the agenda itself.*

*The BoM resolved to ratify the same.*

### 15. Seeking advise for Disciplinary Action to be taken for the misconduct of a faculty member

**Dr. S. Gurugnanambiga**, Assistant Professor in Tamil in her letter dated 9.10.2015 requested permission to take part in special Pattimandram (on 30.10.2015) at Singapore by M/s Sun TV Network.

*“As per Ministry of Human Resource Development, Government of India, O.M. No. 11013/7/94/Estt./A) dated 18<sup>th</sup> May, 1994, O.M. No. 11013/7/2000 /Estt./A/dated 15.12.2004, the prior approval is required for a Government employee for leaving station/head quarters especially for private visit to abroad and also to obtain the details of previous private foreign travel if any and an undertaking made by him/her during the last four to five years in the format”.*

Based on the above, the BoM in its meeting held on **12.5.2015** (vide item 14) have resolved that **prior permission to visit abroad on personal reasons and NOC is obligatory.**

In spite of clear Rules and provisions already existing, Dr. S. Gurugnanambiga has participated in a private event at Singapore without prior permission and without obtaining No Objection Certificate by applying Earned Leave from 30.10.2015 to 2.11.2015. In her leave application, while getting the forwarding signature from the HoD & the Dean, she has mentioned the reason as ‘personal’ which was then changed as ‘to attend the Sun TV Programme tamil Debate’ during submission of the leave letter to the Office.

Hence, the Showcause notice was issued to her for her misconduct and asked to offer her remarks “for why disciplinary action should not be initiated against her”.

Dr. S. Gurugnanambiga in her letter dated **18.11.2015** has given explanation for the above as follows:



She was unaware of the rules to participate in the private affairs and the reason in the Earned Leave form was not changed intentionally and hence requested not to take any action against her and excuse her for the happenings, since being the first time.

Since the above action committed by Dr. S. Gurugnanambiga was a misconduct, the BoM is requested for permission to place in the Disciplinary Committee meeting.

The BoM was requested to advise whether the above incident be considered as major issue or minor issue and permit to proceed further by appointing the suitable Disciplinary Authority as suggested by 102<sup>nd</sup> BoM held on **12.5.2015**.

*Dr. K.P.S. Unny suggested to place the matter in the Disciplinary Committee to decide and asked to bring the recommendations to the next BoM.*

## **16. Implementation of two aspects of UGC's MoA/Rules**

### **16.1 Hosting Minutes of BoM on University Website**

**As per Proceedings No. AHU/E1/2015-2016/22 of the Vice Chancellor dated 31.7.2015,**

- Ref:*
- 1. MoA/Rules of UGC 2010, Amendments of 2014 and 2015*
  - 2. UGC letter No. F.40-5/2007(CPP-1) dated 10.5.2013 and UGC letter No.F.40-1/2014(CPP-1/DU) , dated 28.5.2015.*
  - 3. Minutes dated 31.7.2015, of 103<sup>rd</sup> Extraordinary Meeting of Board of Management held on 26.6.2015.*

-----

With reference to (1) above, clause 19 of UGC and reference (2) & (3) above (Agenda 6, pg. 7), the Minutes of the Board of Management has to be uploaded in the website of the University for transparency.

Accordingly,

- a) The minutes of all Board of Management Meetings will be uploaded from the 103<sup>rd</sup> Meeting of Board of Management onwards.
- b) The minutes will be uploaded immediately after **15 days** of date of Minutes, provided there are no comments of the same.
- c) A separate icon to be developed on the Home Page for the same with access to archives also from the 103<sup>rd</sup> meeting.

### **16.2 Change in Policy of Deans and HODs in rotation**

**As per Proceedings No.AHU/E1/2015-16/21 of the Vice Chancellor dated 31.7.2015**

- Ref:*
- 1. MoA/Rules of UGC 2010, 2014 and 2015.*
  - 2. UGC letter No. F.40-5/2007(CPP-1) dated 10.5.2013 and*
  - 3. UGC letter No.F.40-1/2014(CPP-1/DU) , dated 28.5.2015.*
  - 4. The Registrar in-charge's note to the Vice Chancellor dated 11.6.2015, and subsequent remarks by the Vice Chancellor to the Chancellor.*
  - 5. Chancellor's approval dated 12.6.2015.*

6. *Board of Management Minutes dated 31.7.2015, of 103<sup>rd</sup> Extraordinary Meeting of Board of Management held on 26.6.2015.*

-----

With reference to the above, in compliance with the MoA/Rules as cited in Ref (1,2 & 3) above, the Board of Management has resolved the following (ref 6) above.  
Agenda 6, resolution

- a) Deans as per procedure of the University.
- b) HODs to be in rotation.

Accordingly as per enclosures of ref(4 & 5) above.

- **Deans as per procedure of the University**

- a) The senior most Professor (CAS or Direct) would be the Dean of the Faculty
- b) The Deanship will not be in rotation (As per clause 6.8 of Rules of UGC Regulations dated 26<sup>th</sup> May 2010, as published in the Extraordinary Gazette of India)

- **HODs in rotation**

- a) The senior most Professor (CAS or Direct) would be the HOD of the Department.
- b) The term would be for 3 years normally, and shall be eligible for re-appointment for one more term, but not for two consecutive terms.
- c) Provided that if there is no Professor in the academic department or there is only one Professor in the Department whose term as HOD is ending, the Vice Chancellor may appoint an Associate Professor as Head of the said academic department (As per clause 6.9 of Rules of UGC Regulations dated 26<sup>th</sup> May 2010, as published in the Extraordinary Gazette of India)

The above was effective in the University from **01.08.2015** and onwards.

*Dr. K.P.S. Unny suggested to delete point (b) in Deans as per procedure of the University since, clause 6.8 does not mention about rotation. He also opined that it would be appreciable if the Deans posts are also in rotation like HODs posts.*

**17. Ratification for the implementation of deputation (duty) allowance for Deputation/ Foreign service of Employees of Central Government / State Government/ Local Bodies**

As per Government of India, Office Memorandum No. 6.8.2009.Esst.(Pay II) dated 17.6.2010, the staff who are working in our University under foreign service either from state Government or Central Government are eligible to the Basic Pay Scale applicable to the parent Department and other allowances as applicable to the **University employees** as per GoI/UGC Rule (**Annexure XVI**).

Mr. S. Sardar Malik worked in this University as Finance Officer on deputation from 16.4.2010 to 31.7.2013 and Finance Officer **Mr.S.Nagarajan** is working on deputation from 6.6.2014 onwards. They are eligible to get the Deputation allowance at the rate of

10% of basic pay applicable to the parent department subject to maximum of Rs.4,000/- per month as per GoI rules.

Hence, the Board of Management was requested **to ratify** the implementation of Deputation allowance given to them.

*The BoM resolved to ratify the above.*

As per Government of India rules as applicable to our University employees, House Rent Allowance is eligible at 20% of Basic Pay. It is pointed out that *as per our Institute's 82<sup>nd</sup> Syndicate resolution IV held on 9.7.2010 it was resolved that Mr. S. Sardar Malik will be permitted to draw Scale of Pay applicable to his parent department and the allowances in the rate admissible to University officials as per UGC norms.* But he has drawn allowances as applicable to State Government of Tamil Nadu. As per GoI norms, Finance Officers on deputation are eligible to draw HRA and other allowances as applicable to our University Staff.

The BoM was requested **to approve** the payment of **HRA and other allowances** as per GoI Norms by deducting the allowances already drawn and as applicable to our University staff as per UGC norms.

*Dr. K.P.S. Unny suggested to place the above agenda in the Finance Committee first and then bring the same to the next BoM meeting, since it involves financial commitments.*

## **18. Unrest in University**

A section of Teaching staff and Non-teaching staff with a few students influenced by them have created an agitating environment, continuously insisting that the Institute should come directly under the control of Ministry of Human Resource Development, otherwise the Institute would be deprived of funding/grant-in-aid from UGC after March 31<sup>st</sup>, 2017 and switched over to 'self-financing' mode. They also voiced their concern that the safety and security features of the teachers were not mentioned in the registered MoA/Rules of the Institute.

*The BoM was informed on the above.*

## **19. Information on letters from UGC**

19.1 Based on the Ministry of Human Resource Development's discussion, the Ministry of Youth Affairs and Sports (MYAS), Government of India has designed a template of NSS Curriculum for introduction of **NSS as Credit based elective subject** in the Higher Education System,

UGC through its letter D.O. No. F. 1-7/2011 (CPP-II) dated **13<sup>th</sup> August, 2015** requested the Universities to implement the NSS as an elective subject from the current academic year for the benefit of students.

This University has already included NSS as an Extra-curricular course under Part IV Component with **1 credit** for the Undergraduate students from 1<sup>st</sup> to 4<sup>th</sup> Semester. Based on the UGC letter, this has been extended for 6 Semesters with 6 Credits for all the Undergraduate programmes following the specified syllabus given in the UGC Website.

***The BoM was informed on the above.***

*Dr. K.P.S. Unny suggested to specify as '1 credit per Semester' instead of '6 credits'.*

- 19.2. UGC in its letter D.O. No. F.1-12/2015 (CM) dated 28<sup>th</sup> December, 2015 requested all the Vice Chancellors of UGC funded Central Universities to implement '**Online Admission System**' for all the programmes offered by the Institution from the academic session 2016-2017 (**Annexure XVII**).

***The BoM was informed on the above.***

*Dr. K.P.S. Unny suggested to initiate the Online admission in our University also, though the letter mentioned for Central Universities..*

- 19.3. UGC through its letter F. 40-1/2014 (CPP-I/DU) dated 30<sup>th</sup> December, 2015 requested to submit the information about the faculty in the format given **to process the proposal of the Deemed to be University for 12B Status (Annexure XVIII)**.

The University is getting with the above format.

***The BoM was informed on the above.***

## **20. Approval requested for the Ph.D. result**

The BoM was requested to approve the following Ph.D. result:

<b>S.No.</b>	<b>Name</b>	<b>Title</b>	<b>Supervisor</b>	<b>Date</b>
1.	<b>Kalpana, S.</b>	<i>Evaluation of antilithiatic potential of 11PH62 banana cultivars of different genome and Biochemistry ploidy</i>	Dr. R. Nirmaladevi	5.1.2016

The BoM resolved **to approve** the above Ph.D. result.

## 21. Other suggestions

- The BoM suggested to frame the procedure to be adopted for seniority.
- The BoM suggested to prepare the seniority list for the department as well as overall seniority and asked to circulate the same among the staff members which will help to iron out the grievances if any.
  
- The BoM suggested to settle the Earned Leave benefits to the retired staff members by making an adhoc payment to mitigate the problem, but asked to bring the matters which involve financial commitments initially in the Finance Committee meeting and then to BoM.
- Dr. K.P.S.Unny suggested to prepare **Vision Documents for the University** which will give direction for the staff and the students to work for uplifting our University.

The meeting came to end proposing vote of thanks to the Chairperson of the Board of Management.