

SIKKIM UNIVERSITY, GANGTOK

MINUTES OF THE FOURTH MEETING OF THE EXECUTIVE COUNCIL – 12.11.2009 - Darjeeling

MINUTES OF THE FOURTH MEETING OF THE EXECUTIVE COUNCIL HELD ON

12TH NOVEMBER 2009

GROUP I – ITEMS WHICH NEEDED ACCEPTANCE

EC:04:01	The Chairperson calls the House to order
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4.01.1 The Chairperson called the House to order.

EC:04:02	Obituary Reference
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4.02.1 The demise of the following eminent personalities was brought before the house with deep sense of grief.

- I. Shri. Tashi Topden, Former Additional Chief Secretary, Government of Sikkim
- II. Shri T.W.Barphungpa, Secretary, Department of Animal Husbandry, Government of Sikkim
- III. Shri Prem Sagar Nirash, Journalist
- IV. Shri Man Bahadur Gurung, Famous Writer
- V. Shri Sonam Sherpa, Famous Artist
- VI. Shri Chandan Singh Rawat, Famous Olympiad
- VII. Dr. (Smt) Kamala Sankritiyanan, Former Member, Minorities Commission/Writer and W/o late Shri Rahul Sankritiyanan

4.02.2 The House noted with deep sense of grief the passing away of eminent personalities and observed 2 minutes silence as a mark of respect and tribute to the departed souls. The Council conveyed its deep sense of sympathy to the members of the bereaved families.

EC:04:03	Performance Highlights by the Vice-Chancellor
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4.03.1 The Vice-Chancellor made a Comprehensive power point presentation highlighting the performance and activities undertaken by of the University since the last meeting of the Executive

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Council **(Annexure M1)**. The house carefully took into consideration of the points made before it and appreciatively noted the performance highlights.

EC:04:04	Confirmation of the minutes of the last meeting of the Executive Council held on 5th June 2009
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4.04.1 The House considered the Minutes of the last meeting circulated with letter No. SU/2009-10/247/2270 dated 24th August, 2009 **(Annexure M2)** and confirmed the same. The House desired that in future the minutes of the meeting of the immediate previous meeting also be appended with the Agenda of the next meeting for easy reference. The same was noted by the Secretary for compliance.

EC:04:05	Action Taken Report on the minutes of the last meeting of the Executive Council held on 5th June 2009
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4.05.1 The House considered the Action Taken Report enclosed as **(Annexure M3, M4 and M5)** to the Agenda and approved the same.

EC:04:06	Academic Programmes for 2010-11
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4.06.1 The House considered that the University desired to start the following programmes for the Academic year **2010-11**.

S.No.	Name of the School to which the Department belongs	Name of the Department	Level	Name of Course	Proposed intake
01.	School of Social Sciences	Department of Geography & Natural Resource Management	PG & Research	M.Sc	40
02.	School of Social Sciences	Department of Economic Studies & Planning	PG & Research	M.Sc	40

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03.	School of Physical & Chemical Sciences	Department of Chemical Sciences	PG & Research	M.Sc	40
04.	School of Media, Communication & Information Sciences	Department of Journalism	PG & Research	M.A	40
05.	School of Medicine	Department of Pharmacy Studies	Integrated	B.Pharm/ M.Pharm	30
06.	School of Social Sciences	Department of Social Systems and Anthropology	Research	M.Phil/ PhD	
07.	School of Global Studies	Department of International Relation/Politics	Research	M.Phil/ PhD	
08.	School of Peace, Conflict & Human Security Studies	Department of Peace, Conflict & Management Studies	Research	M.Phil/ PhD	
09.	School of Life Sciences	Department of Microbiology	Research	M.Phil/ PhD	
010.	School of Indigenous & Folk Studies	Department of Ethno Botany & Social Medicine Studies	PG & Research	M.Sc	40
011.	School of Linguistics and Languages	Department of Asian Languages	PG & Research	M.A.	40

4.06.2 The Council suggested that the operationalisation of these new programmes including M.Phil/Ph D will require engagement of large number of faculty members. Hence, the recruitment process on a regular basis should be initiated expeditiously. The possibility of engaging/inviting Visiting Professors should also be explored and initiated and appointed as per University's Statute in this regard.

4.06.3 Considering the above view point, the Council suggested that the University to take care of its inter-disciplinary approach should also try to appoint faculty members in such a fashion that they can be moved from one School to another based on needs. The Council suggested that the University shall consider the implementation of choice based credit system and also for transfer of credits between

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universities whenever student exchange takes place. The House made it clear that the University shall maintain its “**Academic Autonomy**” by all means. A query was also raised as to whether the recruitment of regular faculty can be made for a fixed tenure like 5 years so that the University is not burdened with exigencies on account of permanent appointments. The Chairperson replied on this point that the University would make the probation period for new recruits longer (2 years) and review process rigorous so that before the faculties are made permanent a correct decision whether to continue with them on a regular basis or not can be taken.

4.06.4 The House noted that the posts have been sanctioned by the UGC based on the old concept of “Departments’ and the University Act provided for various Departments and Schools and hence the University could not do away with the traditional concepts of Departments and Schools. The University shall take it up with the Hon’ble Minister for Higher Education highlighting that these kinds of intervention by UGC infringes upon the academic autonomy of the University. The House also suggested that the University can call a separate meeting of Executive Council on this in which the views of the House can be properly expressed and taken up with the Ministry.

4.06.5 After the above discussions, the House approved the new academic programmes for the year 2010-11.

EC:04:07

Approval of Annual Accounts and Audit Certificate – 2008-09

4.07.1 The House approved the Annual Accounts of the University for the year 2008-09 and also considered the Draft Audit Certificate issued by the Comptroller & Auditor General of India.

4.07.2 The House suggested that the University shall hire the services of a reputed firm of Chartered Accountants to conduct the internal audit for the year 2009-10 and directed the Vice-Chancellor to initiate immediate action for the same. The House also suggested that the University shall strengthen the internal control system in Finance Wing. The Secretary explained that presently the Finance Wing is doing its internal control activities in the form of pre-audit in the case of purchases etc and all the procurement related activities are being carried out by the respective Committees appointed for the purpose. However, the Vice-Chancellor assured that the internal control wing in Finance will be strengthened immediately by employing more number of professional staff.

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EC:04:08

Approval of Revised Estimates 2009-10 and Budget Estimates 2010-11

4.08.1 The House approved the Revised Estimates 2009-10 and Budget Estimates 2010-11 presented before it.

EC:04:09

Approval of the Statutes on Recruitment of Teaching and non-teaching staff

4.09.1 The Executive Council considered the draft Statutes on Recruitment of Teaching and Non-Teaching Staff (**Annexure M6 and M7**) placed before it. The House suggested that the Recruitment Rules for Teaching Staff may also contain a provision that in the case of non-Net qualified candidate applying for the post, his performance for selection may be assessed through various means including open house presentations and seminar performance. The house also authorised the Vice-Chancellor to make necessary modifications on other relevant issues in the draft statute before sending the same to obtain the assent of the Visitor.

4.09.2 With the above observations the House approved the Draft Statutes placed before it.

EC:04:10

Approval of New projects

4.10.1 The Executive Council accorded post-facto approval for undertaking of the two new projects by the University. The House said that no such approval of the Executive Council will be needed for such activities in future and authorised the Vice-Chancellor to undertake the new projects keeping in view the best interests of the University.

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EC:04:11	Approval of the non-teaching posts sanctioned by UGC
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4.11.1 The Executive Council approved creation of the following 20 non-teaching posts sanctioned by the UGC.

S. No	Name of Post	Classification of Post	Pay Scale	Grade Pay	VC's Office	FO's Office	Registrar's Office	COE's Office	Fin. Branch	Exam	Admn	Academic	Total
1	Deputy Registrar	A	15600-39100	7600					1			1	2
2	Assistant Registrar	A	15600-39100	5400	1					1		1	3
3	PS	A	9300-34800	5400	1	1	1						3
4	Section Officer	B	9300-34800	4200					1	1	1	1	4
5	UDC	C	5200-20200	2400								2	2
6	LDC	C	5200-20200	1900		1	1	1	1				4
7	Senior Assistant	C	9300-34800	4200					1		1		2
	Total				2	2	2	1	4	2	2	5	20

4.11.2 The House had suggested that designations of some of the posts sanctioned by UGC are totally different from what is being used by the University. The House decided that the University could use such designation titles while making their Job contents and disciplines very clear (along with UGC designation) in the Recruitment Rules for Non-Teaching Staff. The University also can rename the posts wherever felt necessary according to its functional requirements. With the above observations the House has approved the sanctioned posts.

EC:04:12	Approval for M.Pharm Syllabus
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4.12.1 The House considered the M.Pharm Syllabus drafted by the Curriculum Development Committee on the following specializations.

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S.No	Branch of Specialization
1.	Pharmaceutics
2.	Pharmaceutical Chemistry
3.	Pharmacognosy
4.	Pharmacology
5.	Pharmaceutical Analysis & Quality Assurance
6.	Pharmacy Practice
7.	Pharmaceutical Management
8.	Drug Development and Clinical Research
9.	Pharmaceutical Biotechnology

4.12.2 The House accordingly approved the same with instruction to submit the same to the Pharmacy Council of India wherever necessary.

EC:04:13	Approval of the policy for reimbursement of rent for hired accommodation to teaching and non-teaching staff
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4.13.1 The House considered the proposal placed before it. The House authorised the Vice Chancellor to lease accommodation for the staff considering the rental value/location advantage etc and the lease rent can be directly paid by the University to the Landlord. This suggestion was made mainly considering the fact that the University did not have its own quarters for the Staff. Further, the House also has considered that Sikkim is a difficult location and it is incumbent upon the University to provide suitable accommodation to the staff members for efficient discharge of their work. The House suggested that the lease deed can be made Tripartite (Landlord, tenant and the University) and the tenant can be fixed with the responsibility to keep the house in good order.

EC:04:14	To consider proposals for new course on Honours stream in Political Science, Sociology, Education and English by Damber Singh College
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4.14.1 The House noted the agenda item placed before it. The House had also considered the consolidated facts presented on the subject under agenda item no. 4.34. The House enquired about the modalities to be followed by the University in conducting the inspection of the colleges.

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4.14.2 The House resolved that the matter may again be brought before it after completion of inspection of these colleges by the University appointed Inspection Committee.

EC:04:15	To Consider and approve the Ordinance on “Appointment of Visiting Professors/Fellows/Guest Faculty for different courses”
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4.15.1 The House carefully considered the agenda item and also the draft Ordinance (**Annexure M8**) placed with the agenda item. After discussing the issue in detail the House made the following modifications in the Ordinance.

1. There need not be rigid demarcation in the employment of visiting faculties and the deployment can be inter-disciplinary.
2. In the case of serving Professor the honorarium of Rs.20,000 p.m. proposed in the ordinance is in addition to his salary.
3. In the case of serving professor from foreign university the honorarium can be Rs.20000 per month instead of Rs.40000 suggested in the Ordinance.
4. The minimum tenure for appointment of adjunct professor can be made flexible instead of making it between 3 months and 2 years.
5. The Ordinance be reviewed after 2 years.

EC:04:16	Ordinance on Financial assistance to students
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4.16.1 The House considered the draft Ordinance placed before it in detail (**Annexure M9**). It placed on record its appreciation for the meticulous way in which the ordinance has been drafted. It was suggested that the corporate sector may also be included as another source for tapping of funds for the Scheme. It was also suggested that there are various financial assistance schemes provided by the Government also which also be tapped for obtaining the funds for the Scheme. The House suggested that the entire Ordinance can again go back to the Committee which drafted the Ordinance to make it

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more inclusive. The House has, however, approved the financial assistance of Rs.67,800/- proposed in the agenda item as one time measure. After the approval of the Ordinance is approved by the Committee in the coming meeting the House will give its formal approval for the Scheme.

EC:04:17	Fixation of Remuneration and other incidental expenses for examination work.
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4.17.1 The House approved the remuneration proposed for examination work with the following directions.

- I. In the case of Professors who are called beyond North Bengal, they may be paid Taxi Fare/Deluxe Bus/AC 2 Tier Train/ Economy Air fare as the case may be. The mode "Taxi" has been included in the proposal.
- II. The House made it very specific that no honorarium should be paid University's own staff for the examination work as it becomes part of their regular duty. However, if the faculty members examine/evaluate answer scripts other than those of their regular classes, they may be paid the honorarium per the norms.

EC:04:18	Fixation of remuneration for members of Gender Sensitization Unit
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4.18.1 The House approved the following rates for the external members who attend the meeting of Gender Sensitization Committee.

S.No.	Item	Amount (Rs)
1	Honorarium	1,000
2	Travelling Allowance (within 40 Kms)	200
2	Travelling Allowance (Above 40 Kms)	500

4.18.2 The House also resolved that the above rates may be followed for external members who are drawn for other functional committee meetings.

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EC:04:19	Note on charging of Affiliation Fee from Colleges
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4.19.1 The House approved the note on charging Affiliation Fee from Colleges placed before it and directed the University to endorse the same to the Visitor for assent.

EC:04:20	Running of PG Courses by the affiliated colleges
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4.20.1 The House noted that most of the Colleges in the State of Sikkim suffer from poor infrastructure and lack of human resources and shared its concern with the Vice-Chancellor. The House agreed with the proposal made in the agenda item in principle and the University was directed not to consider any such requests for starting PG Courses unless the infrastructure and human resource requirements are fully met by the colleges.

EC:04:21	Pharmacy college lateral entry
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4.21.1 The House noted the agenda item carefully and directed the University to issue a Show Cause Notice to the College immediately calling for as to why its privileges should not be withdrawn. At the same time the House has also considered that any adverse decision against the college would ultimately affect the innocent students who have been admitted in excess of the intake capacity by adopting the lateral entry route by the College. On this, the House directed that after considering the reply of the College to the Show Cause Notice, the University may take a final decision that for the next academic year the intake capacity of the college should be proportionately reduced after adjusting the excess number of students admitted under lateral entry during 2009-10.

4.21.2 The House also noted that a similar situation is obtained in the case of Pakim Palatine College, where the college has started B.Com (Hons) course based on the permission it obtained from North Bengal University in the year 2004. The House strongly felt that this college also should be asked to show cause as to why its privileges could not be withdrawn. After receiving the reply from the college

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the University can consider the case on merit keeping in view of the position of innocent students who were admitted to B.Com course during 2009-10.

4.21.3 The University was further directed to depute the inspection team to the colleges concerned and find out the availability of required facilities. The report of the inspection committee be submitted before the Academic Council and Executive Council for further directions in the matter.

EC:04:22	Improvement paper Ordinance
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4.22.1 The House approved the insertion of the following 2 explanatory notes below Section 05.16 of the First Ordinance on Examination

Explanatory Note 1:

If re-evaluation results in her/his failing of only one paper, the student can be allowed to be promoted to the next semester, with the failed paper as improvement paper, provided the candidate secures the aggregate marks as required.

Explanatory Note 2:

The term “failed” in one subject shall mean failure in one subject with necessary aggregate marks.

EC:04:23	Regulations relating to unregistered Students from foreign countries
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EC:04:24	Regulations relating to registered Students from foreign countries
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4.23.1 The House approved the above two regulations placed before it under the above two agenda items (EC: 04:23 & EC: 04:24). It also advised that when the foreign students are admitted a senior faculty member of the University shall be appointed as **“Advisor - Student Affairs”** to care of the needs of the foreign students.

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EC:04:25	Annual Report 2008-09
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4.25.1 The House considered the draft Annual Report 2008-09 placed before it and authorised the Vice-Chancellor to carry out necessary modifications as deemed fit and submit the same to the Ministry of Human Resource Development for eventually placing the same before the Houses of Parliament.

EC:04:26	Acquisition of Land at Gangtok
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4.26.1 The House considered the agenda item placed before it in detail. The House noted that the Finance Committee also expressed its apprehension that more delay in allotting the land to the University at Yangang would result in cost overrun, diversion of earmarked funds etc. Considering these, the Finance Committee recommended that the University should initiate immediate steps to acquire 5-10 acres of land at Gangtok. The fact that UGC had also allotted Rs.300 lakh for purchase of land at Gangtok and Rs.50 lakh towards construction of building thereon during XI Plan was also considered by the House. The Executive Council accordingly authorised the Vice-Chancellor to initiate immediate steps to procure the Land at Gangtok. For this purpose the University was directed to advertise in the local newspapers of its intention to buy land from prospective land owners in Gangtok. The House has constituted a Land Purchase Committee to scrutinize the responses consisting of the following members.

S.No.	Name	Position
1.	Dr.Madhura Swaminathan	Chairperson
2.	Shri Arjun Syangden	Member
3.	Representative from Land Revenue Department of Government of Sikkim or a retired official who is experienced in handling land affairs in the State	Member

4.26.2 The Registrar will act as Secretary to the Committee. The Committee can also invite experts to advise it in the process.

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EC:04:27

Acquisition of Land at Yangang

4.27.1 The House noted the issue with deep concern. The House expressed that even after completion of 2 years the University could not get its land for its campus despite paying Rs.1500 lakh to the Government of Sikkim. The Committee was concerned;

- 1) The land cost may escalate further
- 2) The plan funds of the University earmarked for this land acquisition may be withdrawn/diverted
- 3) Rent of hired buildings in Gangtok is steadily going up.
- 4) Land development and infrastructure building to access the land may itself take a long time
- 5) Students/Teachers/Management may lose interest in shifting to Yangang if it is delayed beyond a particular point.

4.27.2 The Committee also noted that the Finance Committee in its last meeting expressed its concern over the locking of funds with the Government of Sikkim without achieving the objective. The House felt that no purpose would be served by constituting a Standing Committee on land acquisition suggested by the Finance Committee. At the same time the House suggested the following measures to tide over the issue. The University should make an urgent Memorandum to the Hon'ble Prime Minister to impress upon the State Government to expedite the land acquisition process as early as possible. Similar prayer may also be made to the Hon'ble Minister for Higher Education. The Executive Council also desired to submit a joint Memorandum to the Hon'ble Chief Minister, Government of Sikkim to expedite the land acquisition process. The University was directed to initiate suitable action on the above lines.

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EC:04:28

Amendment to Primary Statute of Sikkim University Act

4.28.1 The House carefully studied the agenda item. It expressed that it is incumbent upon each of the Member of the Executive Council to attend the Meetings as it is legal obligation on his part, except due to circumstances beyond one's control. The House suggested that the meetings of the Executive Council shall invariably held in Gangtok or some other suitable place within the State of Sikkim or even places like Siliguri and New Delhi.

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GROUP II – ITEMS WHICH NEED RATIFICATION

EC:04:29	Appointment of teaching and non-teaching staff and revision of salaries
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4.29.1 The House ratified the appointment of teaching and non-teaching staff made by the University mentioned in the agenda. The house has also approved the release of the remaining 10% of the consolidated emoluments of the teaching and academic staff that were determined after the implementation of the UGC Pay Commission Report by the University.

4.29.2 The House ratified the appointment of Kum Grace Dechen Chankapa appointed on contractual basis as Executive Programme II w.e.f.07.08.2009 at the consolidated salary of Rs.20,000/- p.m.

4.29.3 Similarly the House also ratified the increase in emoluments made by the University in the following cases

S.No.	Name & Designation	Salary Drawn	Revised Salary	Date of effect
1.	Dr. Vimal Khawas, Associate Fellow I	Rs.25,000	Rs.30,694	01-04-2009
2.	Dr. Gadde Om Prasad, Associate Fellow II	Rs.20,000	Rs.30,694	01-04-2009
3.	Smt. Sangeeta M.Rasaily, Executive Programme I	Rs.20,000	Rs.25,000/-	04-06-2009
4.	Smt. Minu Lama, Office Assistant	Rs10,000	Rs.12,000	04-06-2009
5.	Shri Nawraj Pradhan, Driver	Rs.7,500	Rs.11,000	04-06-2009
6.	Shri Prem Bahadur Chettri, Cook	Rs.9,000	Rs.11,000	04-06-2009

EC:04:30	Annual Report for 2007-08
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4.30.1 The House was presented with the printed copy of the Annual Report for 2007-08 and House authorised the Vice-Chancellor to place the same before the Houses of Parliament.

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GROUP III – ITEMS WHICH ARE REPORTED FOR INFORMATION

EC:04:31	Spring (June 2009) Results
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4.31.1 The House noted the agenda item and placed on its record its appreciation for the committed efforts taken by the University to publish the results within 20 days of last date examination.

EC:04:32	Foundation Day Programmes
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4.32.1 The House noted with appreciation the details of various Foundation Programmes conducted by the University.

EC:04:33	Half Yearly Accounts of the University for the half-year ended 30.09.2009
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4.33.1 The House considered and noted the Half-Yearly Accounts of the University for the H.Y ended 30.09.2009 placed before it.

EC:04:34	Inspection of Colleges
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4.34.1 The House noted the various requests for affiliation pending with the University and the programme of Inspection.

EC:04:35	Sikkim University Health Care Scheme (SUHC)
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4.35.1 The House considered the agenda item in detail. While agreeing to the same in principle, the House desired to know the health care facilities provided by other sister universities to its employees and directed the Secretary to place the complete details on the above line for consideration and approval of the Health Care Scheme proposed.

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EC: 04:36	Constitution of various Functional Committees
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4.36.1 The House noted the details of various functional committees of the University and placed on record its appreciation for their performance.

EC:04:37	Transfer Travelling Allowance for Statutory Officers
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4.37.1 The House considered the recommendation of the Finance Committee for payment of Transfer TA to Statutory Officers on joining and demitting office and approved the same.

EC:04:38	Any other item with the permission of the Chair
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4.38.1 It was suggested that in future the University should consider holding the Executive Council Meetings only during weekends/Saturday so that the members could attend the without losing their professional commitments of a week. It was also suggested that the University shall also get the tickets for Members through direct flights instead of flights with stopover(s). The Chairperson mentioned that the University is in the process of finalization of its meeting calendar for the year 2010 indicating the dates of EC meetings to be held during the year so that the Hon'ble members can plan their visits in advance. Because of the austerity measures announced by the Government of India, it is also the desire of the University that in future the air-tickets by apex fare will be booked for all the members by the University and the same would be sent to the Members.

The meeting ended with thanks to the Chair

Sd/-
(P.V.Ravi)
Registrar & Finance Officer
Ex-Officio Secretary, Executive Council