

कुलसचिव
कार्यालय

KOTA OPEN UNIVERSITY, KOTA

Minutes of the First Meeting of Board of Management held on Wednesday, 28th October, 1987 at 11.00 AM, in the Office of the Vice-Chancellor, Prof. V.R. Mehta at Pustak Niwas, Station Road, Kota-324002 (Rajasthan)

The following members



वर्धमान महावीर खुला विश्वविद्यालय,
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KOTA OPEN UNIVERSITY, KOTA

Minutes of the First Meeting of Board of Management held on Wednesday, 28th October, 1987 at 11.00am, in the Office of the Vice-Chancellor, Prof. V.R. Mehta at Pushpa Niwas, Station Road, Kota-324002 (Rajasthan)

The following members were present in the meeting :-

1. Prof. V.R. Mehta,
Vice Chancellor,
2. Shri Rakesh Hooja,
Special Secretary, Education,
Government of Rajasthan, Jaipur.
3. Shri Ashish Bahuguna,
Deputy Secretary, Finance
Govt. of Rajasthan, Jaipur. ⑨ Shri B.S. Sharma
Pro V.C. DGMOU
New Delhi
4. Shri J.N. Shrivastava,
Director of College Education,
Govt. of Rajasthan, Jaipur.
5. Shri C.M. Jain,
Director,
Kota Open University Regional Centre, Jaipur,
Udaipur.
6. Shri V.K. Arora,
Director,
Kota Open University Regional Centre, Jaipur.
(Special Invitee).
7. M.S. Khan,
Registrar,
Kota Open University, Kota.
8. Shri Yogeshwar Sharma,
Officer-on-Special-Duty, College Education,
Government of Rajasthan, Jaipur (Special Invitee).

The Vice-Chancellor welcomed all the members to the first meeting of the Board of Management of Kota Open University, Kota. After the welcome the Agenda items were discussed and the decisions taken item-wise are as under:-

Item No. 1.

The following action taken by the Vice-Chancellor under the clause 7(4) of the ordinance issued by the Governor of Rajasthan were confirmed by the Board of Management:-

- (i) Appointment of adhoc-teachers (as per list enclosed at appendix-'A') for a period of 6 months initially.

- (ii) Appointment of Prof. V.K. Arora, H.C.M. Institute of public administration, Jaipur, as Director, Kota Open University Regional Centre, at Jaipur on deputation for one year as per conditions of deputation laid down by the H.C.M. Institute of Public Administration.
- (iii) Hiring of the following building by the University as per P.W.D. assessment was approved:

1. Pushpa Niwas,
Station Road, Kota.

2. Jain Bhawan,
Station Road, Kota.

The Board of Management also approved the proposal of the Vice-Chancellor to hire Amar Ashish, Station Road, Kota. The rent of the building is slightly higher than the PWD assessment but for reasons of convenience and effective management it was desirable to hire a building of the University on the Station Road itself, where other buildings are also located rather than in any other area in the city.

- (iv) Committees constituted by the Vice-Chancellor to design courses in the fields of Management, Computer Sciences and Journalism.

- Item No. 2. Consideration of draft Service Rules (Ordinance) of Teaching and Non-Teaching employees of the University.

It was decided that a committee consisting of the Vice-Chancellor and Special Secretary to Government, Education should carefully examine the draft Service Rules as enclosed at Appendix-'B' of the Agenda Notes before they are finally approved. In the meanwhile, it was resolved that the University may follow the Service Rules of Rajasthan University in regard to TA/DA and medical reimbursement and such other matters which require immediate action. The committee was asked to finalise its recommendations as early as possible.

- Item No. 3. To consider and specify the qualifications and functions of teachers and other members of the academic staff.

The Board of Management endorsed the Resolution of the Academic Council in its meeting held on 27th October, 1987 that the essential qualifications laid for appointment as Professors, Readers and Lecturers in different faculties shall be the same as laid down by the U.G.C. (Annexed)

- Item No. 4. To consider and specify the manner of appointment of teaching and other members of the academic staff.

The Board of Management also consider the manner of appointment of teachers and other members of the Academic Staff. It was felt that the job requirements of the Open Universities were different from those of the Conventional ones. Members felt that there was a need for providing lot of flexibility in the process recruit to effectively handle the problems of administration, course development, delivery and counselling. The Board decided to constitute the following committee to draft detailed rules for the purpose.

- (i) Vice-Chancellor - Chairman
- (ii) Director of College Education. - Member
- (iii) Registrar, Kota Open University, Kota. - Member

It was further decided that this committee should draft the detailed rules as early as possible and put up in the next meeting of the Board of Management.

As an interim arrangement, the Vice-Chancellor was authorised to appoint Directors with the recommendations of the following selection Committee :-

- (i) Vice-Chancellor - Chairman
- (ii) One expert from outside the University to be nominated by the Vice-Chancellor.
- (iii) Prof. B. S. Sharma,
Pro-Vice-Chancellor, Indira Gandhi National Open University, New-Delhi.

So far as the appointment of academic staff is concerned the Vice-Chancellor was authorised to make necessary adhoc arrangements as per the qualifications laid down by the U.G.C. Statute appended to under the special powers confirmed on him by the University Act. However such appointment should initially be not for more than 6 months to a year. The Vice-Chancellor was also authorised to appoint a retired person below 61 years age if found suitable against a regular post for a minimum period of six months.

Item No. 5.

To consider the remuneration and allowances payable to the Writers, Examiners, Invigilators or any other persons associated with the University.

Resolved that as an interim measure the rates of the Rajasthan University (including the Institute of Correspondence Studies) should be adhered to by the University. The Board further decided that the revised rate structure for the Kota Open University should be proposed before the next meeting of the Board giving comparative data of the remuneration and allowances payable to writers, examiners, invigilators etc. in other Open Universities in the country.

Item No. 6.

To report the system of delegation of powers in the University authorised by the Vice-Chancellor under section 4(5) of Statutes of the University appended to the Ordinance issued by the Governor of Rajasthan.

The Board confirmed the system of delegation of powers to the Registrar subject to the provisions of the Ordinance made and promulgated by the Governor of Rajasthan dated 23rd July, 1987 authorised by the Vice-Chancellor under Section 4(5) of the Statutes of the University.

A. Registrar:

Administrative:

1. Appointment/Recruitment of non-teaching staff upto the level of Section Officers and equivalent posts-Full Powers after following due procedures approved in advance by the Vice-Chancellor.
2. Transfer and posting of non-teaching staff of all categories upto the level of asstt. Registrars in case of University employees-Full-Powers.
3. Sanction of leave to all categories upto the level of Deputy Registrar of staff working in the University Central Office upto the level of Dy.Registrar-Full-Powers.

Disciplinary:

1. Full powers to impose minor/major penalties on all categories of non-teaching staff upto Asstt. Registrar in the University after following due procedures.
2. Full powers to impose minor penalties on the Officers upto the level of Dy.Registrar after following due procedures.
3. Full powers to place under suspension on official of any category upto the level of Assistant Registrar in whose case an enquiry is contemplated.
4. Full powers to order an enquiry against any employee upto the level of Deputy Registrar.

Financial:

Full Financial powers subject to the extent of budgetary provisions in respect of the Central Office of the University and the Vice-Chancellor's Secretariat.

B. DIRECTORS/CONTROLLER OF EXAMINATION/FINANCE OFFICER.

- (a) Administrative: They shall exercise disciplinary and Financial powers of the Registrar in respect of non-teaching staff working under them to the extent of minor penalties or recommend major penalties to

the Registrar. They will also exercise Financial Power to make purchases in respect of their department to the extent of Rs. 5000/- (Rupees Five thousand only) subject to budget provision already existing. The administrative and financial sanction for the expenditure above Rs. 5000/- should be obtained from the Vice-Chancellor through Registrar. Whenever there any conflict amongst/is the orders of the Directors/Controller of Examinations/ Finance Officer and of the Registrar regarding the above disciplinary and financial matters they shall be referred to the Vice-Chancellor whose decision shall be final.

C. Dy. Registrars

Subject to the above provisions the Deputy Registrars shall have full powers with regards to the sanction of Casual Leave, Special Casual Leave and Quarantine Leave to the employees upto the level of the action-Officer in their respective sections.

Power to recommend to the Registrar

Minor/Major penalties of the employees in their respective sections.

D. Miscellaneous

- i) The grant of Overtime allowance shall be accorded by the Registrar subject to budget provision and the purpose having been approved once by Vice-Chancellor.
- ii) Refund of earnest money and securities and other miscellaneous deposits shall be done by the Finance Officer.
- iii) Sanction for the refund of examination fee/tuition fee and other fee shall be accorded by the Deputy Registrar (Accounts) on the recommendations of Deputy Registrar (Faculty).
- iv) Cash books shall be signed by the Deputy Registrar (A/c) or any other officer duly authorised by the Finance Officer or the Registrar in the absence of Finance Officer.
- v) All the pay orders shall be signed by the Deputy Registrar (A/c.) or any other Officer authorised by the Finance Officer or the Registrar.
- vi) All cheques upto Rs. 25,000/- shall be signed by Dy. Registrar (A/c.).
- vii) All cheques upto Rs. 50,000 shall be signed by at least two officers who would normally by Finance-Officer and Registrar. However, Vice-Chancellor may authorise one more officer to countersign cheques in case either Finance Officer or Registrar is not available in Station.

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- viii) Vouchers for payment of entertainment charges, petty charges and contingency shall be passed by the Asstt. Registrar(A/c.) upto the limit of 250/- and Deputy Registrars upto the limit of Rs. 500/-
- ix) Vouchers for payment of conveyance charges upto Rs. 50/- shall be passed by the Asstt. Registrar and upto the limit of Rs. 100/- by the Deputy Registrar.
- x) The Asstt. Registrars shall have the powers to recommend minor/major penalties of the employees in their respective sections to the Registrar.

Item No. 6(A)

Selection Committee for the appointment of Non-Teaching-Staff.

- i) All non-teaching staff upto the level of Section-Officers and equivalent posts shall be done by a Committee consisting of the following persons:-

- 1. Registrar - Chairman
- 2. Director/Finance-Officer/Controller of Examination or Heads of the Office of the concerned department - Member
- 3. One nominee of the Vice-Chancellor - Member

- ii) Appointment of Assistant Registrars and - equivalent posts:

- 1. Vice-Chancellor - Chairman
- 2. One nominee of the Board of Management - Member
- 3. Registrar - Member-Secretary
- 4. Two nominee of the Vice-Chancellor - Member

- ~~5. One of the Directors by rotation. - Member~~

Item No. 6(B)

Appointment of Registrar/Controller of Examination/ Finance Officer/Dy. Registrar/Secretary to Vice-Chancellor

- 1. Vice-Chancellor - Chairman
- 2. One nominee of the Board of Management - Member

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3. Secretary to Govt.,
Education Deptt, Govt. of
Rajasthan, Jaipur. -Member
4. Two expert not connected
with the University to be
nominated by the Vice-
Chancellor -Member

Item No. 7 To consider the recommendations of the Academic Council.

The panels of experts prepared by the Academic Council were approved-with a few additions. The revised panels are appended herewith as Appendix-C. The Board further recommended the following names of experts to be added in the different subjects.

1. Management : Dr. Rakesh Kumar, Indira Gandhi National Open University, New-Delhi.
2. Journalism : Shri Bhupendra Hoja (IAS Retd.) Chief Editor, Indian Book Council, 11, Unnaya Garden, Jaipur 302004.
3. Commerce : (i) Dr. Dhool Singh, Jaipur.
4. Economics : (i) Prof. S.S. Acharya, Deptt. of Agri. Economics, College of Agriculture, Udaipur.
(ii) Prof. G.S. Bhatti, School of Social Sciences, Jawaharlal Nehru University, New-Delhi.
5. Food Nutrition : (i) Mrs. Desai, Tata Institute of Social Sciences, Bombay.
(ii) Rajmani Devdas, Avinash Lingam College of Home-Sciences, Coimbatore.

Item No. 8

To constitute Capital Works Committee

Postponed for the next meeting.

Item No. 9

Nomination of one member to the Planning Board

Postponed for the next meeting by which time State Government would have been moved to reconstitute the Planning Board's membership.

Item No. 10

Nomination of two members to the Finance Committee of whom one could be a member of the Board of Management.

- ✓ i) Shri Chabra, Ex-Secretary, University Grants-Commission of India was nominated.

As for the second member, it was decided to place it to the next meeting.

Item No. 11.

Nomination of one member each to the Selection Committee for the appointment of teachers.

The following members were nominated by the Board as its representatives for the Selection Committee for appointment of teaching and non-teaching staff :-

1. Selection of Professors

Prof. Ravindra Kumar,
Director, Nehru Memorial Museum and Library,
Teen Murti Bhawan,
New-Delhi.

2. Selection of Readers/Associate Professors

Prof. Iqbal Narain,
Member-Secretary,
Indian Council of Social Science Research,
New-Delhi.

3. Selection of Lecturers/Asstt. Professors.

Prof. D.D. Narula,
Director, Institute of Development Studies,

4. Selection of Registrar/Finance Officer/Controller of Examinations/Dy. Registrar/Secretary to Vice-Chancellor.

Shri B. Hooja, IAS (Rtd.)
Jaipur.

5. Selection of Assistant Registrar

Director, College Education, Govt. of Rajasthan,
Jaipur.

Item No. 12

To report the budget estimates for the year 1987-88 for the consideration of the Board.

The Board noted the budget estimates for the year 1987-88. The Vice-Chancellor informed the Board that since the Finance-Officer had not yet joined and since there was no one else with necessary financial expertise, the budget estimates were tentative and shall be placed before the Finance Committee as and when the Finance Officer joins.

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Item No. 13

Any other item with the permission of the Chair,

The minutes of the Academic Council Meeting held on 27th October, 1987 were reported. The Board requested Shri Rakesh Hooja, Special Secretary, Education to prepare a proposal for a course on Planning in service bankers administration and others involved in developmental work. The possibility of starting a new course in architecture is also to be got examined by the Vice-Chancellor. This would be in addition to the courses in Management, Journalism and Computer Sciences.

Sd/-

(M. S. Khan)
Registrar

Member Secretary

Confirmed

Sd/-

(Prof. V. R. Mehta)
Vice-Chancellor

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KOTA OPEN UNIVERSITY, KOTA

Minutes of the Second Meeting of the Board of Management held on Saturday, 9th January, 1988 at 11 a.m. in the Office of the Vice-Chancellor, Prof. V.R. Mehta, at Pushpa Niwas, Station Road, Kota. 324002 (Rajasthan).

The following members were present in the meeting:-

1. Prof. V.R. Mehta,
Vice-Chancellor.
2. Shri B.S.Sharma,
Pro-Vice-Chancellor,
Indira Gandhi National Open University,
New-Delhi.
3. Shri R.S.Kumawat,
Secretary to Government,
Education Department,
Jaipur.
4. Shri J.M.Shrivastava,
Director of College Education,
Government of Rajasthan,
Jaipur.
5. Mrs.Savitri Gupta,
Dy.Secretary (Planning)
Govt.of Rajasthan,
6. Dr. V.K.Arora,
Director,
Regional Centre,
Kota Open University,
Jaipur.
7. Prof. Susheela Agrawal,
Director,
Regional Centre,
Kota Open University,
Udaipur.
8. Shri M.S.Khan,
Registrar,
Kota Open University,
Kota (Member Secretary).

The Vice-Chancellor welcomed all the members to the Second Meeting of the Board of Management of Kota Open University, Kota. After the welcome address the Agenda items were discussed and the decisions taken item-wise are as under:-

Item No. 1.

Confirmation of the minutes of the First Meeting of the Board of Management held on 28th October, 1987.

The minutes of the First Meeting of the Board of Management were confirmed with the following modification :-

(a) Prof. B.S. Sharma, Pro-Vice-Chancellor, Indira Gandhi National Open University, was present in the First Meeting of the Board of Management held on 28/10/87. But his name had been omitted by mistake in the minutes issued by the University. The mistake was regretted and it was decided to add his name to the list of the members present in the First Meeting of the Board of Management.

(b) Item No. 3 of the First Meeting of the Board of Management:-

To consider and specify the qualifications and functions of teachers and other members of the academic staff:-

It was decided that the qualifications approved by the Academic Council of the University as per the U.G.C. norms should be annexed to Item No. 3 of the First Meeting of the Board of Management.

(c) Item No. 6 of the First Meeting of the Board of Management:- To report the system of delegation of powers in the University:-

At page - 6, Para-2 of the minutes of the First Meeting of the Board of Management in connection with the Financial Powers of the Registrar, it was decided to delate the following sentence "Pro-Vice-Chancellor if appointed shall enjoy all the above delegated powers of the Registrar"

(d) Item No. 6 (d) (Miscellaneous) of the minutes of the First Meeting of the Board of Management. It was decided to delate Item No. 1 which reads as under:-

"The grant of over-time allowance shall be accorded by the Registrar subject to budget provision and the purpose having been approved by the Vice-Chancellor".

(e) Item No. 6(A) (ii) : Appointment of Asstt. Registrars and Equivalent Posts:

In Item No. 6(A) (ii) of the Minutes of the First Meeting of the Board of Management regarding appointment of Asstt. Registrar and equivalent posts, the Selection Committee for appointment was amended and finalised as under :-

The Selection Committee for appointment of Dy. Registrars, Asstt. Registrar and Equivalent posts:-

1. Vice-Chancellor - Chairman
2. One Nominee of the Board of Management - Member
3. Registrar - Member Secretary

4. One expert to be nominated by the Vice-Chancellor - Member.

(f) Item No. 6(B) of the minutes of the First Meeting of the Board of Management : Appointment of Registrar/ Controller of Examination/ Finance Officer/ Dy. Registrar/Secretary to Vice-Chancellor:-

This item was discussed and it was decided to delete Dy. Registrar from the list of Officers in this item. The amended decision is as under:-

Selection Committee for appointment of Registrar/ Controller of Examinations/Finance Officer/Secretary to Vice-Chancellor:-

1. Vice-Chancellor - Chairman
2. One nominee of the Board of Management - Member
3. Secretary to Govt., Education Department, Govt. of Rajasthan, - Member
4. 2 Experts not connected with the University to be nominated by the Vice-Chancellor. - Members.

(g) Item No. 11 of the Minutes of the First Meeting of Board of Management:- Nomination of one member each to the Selection Committee for the appointment of teachers:-

In Item No. 11 of the minutes of the First Meeting of the Board of Management, nominees of the Board of Management were nominated separately for various selection committees for the selection of teachers. It was decided that these nominations should be considered as General Pool for the selection of all posts and not by designation. The amended position is as under:-

The following members are nominated by the Board as its representative for the Selection Committee for appointment of teaching & non-teaching staff:-

1. * Prof. Ravindra Kumar, Director, Nehru Memorial Museum & Library, Teen Murti Bhawan, New-Delhi.
2. Prof. Iqbal Narayan, Member Secretary, Indian Council of Social Science & Research, New-Delhi.
3. Prof. D.D. Narula, Director, Institute of Development Studies, Jaipur.

Item No. 2.

Action taken on the Minutes of the First Meeting of the Board of Management.

The following action taken on the Minutes of the First Meeting of the Board of Management held on 28th October, 1987, were noted by the Board of Management.:-

Item No. 1.

: Noted.

Item No. 2.

: The committee is yet to finalise its recommendations.

Item No. 3.

: Noted.

Item No. 4.

: Note on recruitment policy is being placed herewith under Item No.6 of the Second Board of Management Meeting.

Item No. 5.

: The information collected is being placed herewith under Item No. 7 of the 2nd Board of Management Meeting.

Item No. 6.

: Necessary administrative orders issued.

Item No. 7.

: Postponed.

Item No. 8.

: Postponed.

Item No. 9.

: Postponed.

Item No.10.

: Nomination of Shri Chabra to the Finance Committee noted.

Item No.11

: Noted.

Item No.12.

: It is unfortunate that no Finance-Officer has joined the University so far. Budget estimate will be finalised only when the Finance-Officer joins.

Item No.13.

: Shri Rakesh Hooja, Special Secretary, Education, Government of Rajasthan, has already submitted a draft which will be placed before the Expert Committee constituted for the purpose.

Expert Committee in the field of journalism, Personnel Management and Labour Law and Tourism and Hotel Management have already started to work.

Item No. 3.

The Board approved the following action taken by the Vice-Chancellor under Section 8 (4) of the Kota Open-University Act.:-

- (1) Appointment of Prof. Susheela Agrawal, Director, Regional Centre, Kota Open University, Udaipur, on a fixed salary of Rs. 3,000/- per month for a period of 6 months as per the U.G.C. Rules applicable for visiting professors.
- (2) Grant of extraordinary leave to Dr. C.M. Jain, Director, Kota Open University, Regional Centre, Udaipur, to take over as Director, Regional Centre, Indira Gandhi National Open University, Kota.
- (3) Appointment of various Examination Committees.
- (4) Re-allocation of two posts of lecturers for computer Science and Indian Tradition and Culture.
- (5) The following committee constituted by the Vice-Chancellor to design the course on Indian Tradition Culture was also approved:-
 - 1. Prof. Daya Krishna.
 - 2. Prof. R.C. Dwivedi.
 - 3. Prof. Mukand Lal.
 - 4. Prof. Raghuvver Singh.
 - 5. Prof. G.V. Pandey.
 - 6. Prof. A.K. Saran.
 - 7. Prof. Chand Mal Sharma.

Item No.4.

Nomination of the member to the Screening Committee as per Government Order No.F5 (13)/Education/4/87/dated 2/12/87

It was decided to nominate Prof. Susheela Agrawal, Director, Regional Centre, Kota Open University, Udaipur, as a nominee of the Board of Management.

Item No.5

Consideration of the Minutes of Service Rules Committee:-

The recommendation of the Service Rules Committee appointed by the Board of Management in its First Meeting have not been received so far. Therefore, it was decided to postpone this item.

Item No.6

The Board of Management resolved to approve the recommendations of the Committee appointed by the Board of Management to specify the manner of appointment of Teaching and other members of the Academic staff with some amendments. The amended note is being reproduced hereunder :-

Appointment of Teaching and Academic staff

INTRODUCTION.

The Open University is a new innovative system of education seeking to provide an alternative to the existing system. In this high quality orientation in course material production is the critical element in the successful operation of this University. Course packages have to be meaningfully innovative, versatile and relevant. This will call for a very unique and dynamic recruitment policy so that the requisite expertise is timely available and course preparation goes resolutely. In the operation of this University the functional inter-dependency has to be very high and unless all functions are performed according to time schedules, the system may be in jeopardy. This will further necessitate considerable amount of flexibility in the recruitment process. To precise the recruitment policy in this University needs to be extremely flexible; versatile with very high concern for time schedules.

TYPES OF PERSONNEL REQUIRED.

Keeping the above in mind, the production of materials both printed and audio-video is the basic and most critical aspect in visualising the personnel requirements. To a considerable extent the personnel requirement has to be activity centered. In general, these requirements can be categorised as under:-

1. Since the course preparation both in terms of quantity as well as variety is going to be a huge affair, there will be need for a critical minimum core academic staff in each discipline for co-ordinating/liasoning the work of out side experts, along with inhouse preparation of the materials, content editing, linguistics editing and editing from the point of view of the requirement of educational technology. This work has to be done by the regular permanent staff at the headquarters in the categories of professors, Readers and Lecturers.
2. The charter of this University makes it as imperative that the University keeps constantly evolving and offering new course packages. This implies that the University should ensure ready availability of expertise of varied and versatile nature. It may recruit experts and specialists for short and long duration depending upon the nature of course. In this context, the University may appoint visiting professors, fellows (both full time as well as part time), consultants, specialists for a specified durations ranging from three months to two years.
3. The University may also need certain artists, writers, editors on the basis of the job based recruitment for the specified items and in this context it may have to have appoint people on consolidated salary basis, contractual basis, job basis or on deputation from specified institutions. University has also to offer certain need based programmes. It may also need persons depending upon the availability at various cadres on deputation basis or on institutional collaboration basis.

MANNER OF RECRUITMENT.

1. The manner of recruitment of staff is specified in Statutes of the University.

1 (14) The Vice-Chancellor shall, in addition to the power conferred on him under this ordinance, also have the following powers, namely:-

- (g) to appoint a teacher on the recommendation of the Selection Committee with the prior approval of the Board of Management;
- (h) to appoint course writers, script writers, counsellors, programmers, artists and others as considered necessary;
- (i) To make all the appointments for any period whether of a , teacher or an employee or to authorise an officer to make any appointment;

7 (2) (a) to create any post of teaching or any other academic nature;

(b) to determine the terms and conditions of service of the teachers and other members of the academic staff.

(c) to specify the qualification and the functions of the teachers and other members of the academic staff.

(d) to approve the appointments of teachers and other members of the academic staff on the recommendation of the Selection Committee:-

(e) to specify the manner of temporary appointments of teachers and other members of the academic staff and to approve such appointments:-

(f) to regulate and approve the appointment of Visiting Professors, Emeritus Professors, Fellows artists and writers and to determine the terms and conditions of such appointments:

II. Selection Committees.

(1) There shall be a selection committee for appointments to each or more than one of the following categories of posts:-

(a) Professors.

(b) Readers and Associate Professors.

(c) Lecturers and Assistant Professors.

(d) Heads of institutions.

(e) Other Academic staff.

- (2) A Selection Committee shall consist of the following members, namely:-
- (a) Vice-Chancellor - Ex-office Chairman
 - (b) Pro-Vice-Chancellor or, as deemed fit by the Vice-Chancellor, the Director of a Regional Centre nominated by the Vice-Chancellor;
 - (c) three experts from outside the University to be nominated by the Vice-Chancellor from a panel of names prepared by the Academic Council and approved by the Board of Management.
 - (d) a nominee of the Chancellor.
 - (e) a nominee of the Board of Management; and
 - (f) a nominee of the state Government.
- (3) The quorum for a meeting of a selection committee shall be four including two experts.
- (4) The procedure to be followed by a selection Committee shall be such as may be specified by the Ordinances of the University.
- (5) The Selection Committee shall make recommendations to the Board of Management. Where the Board does not accept such recommendations, the Board shall submit the case, together with reasons for not accepting the recommendations, to the Chancellor whose decision there on shall be final.
12. Ex-Cadre promotions:- The provisions of the Rajasthan Universities Teachers and Officers (Selection for Appointment) Act, 1974 (Rajasthan Act 18 of 1974) shall apply in the matter of ex-cadre promotions in the University.
13. Special mode of appointments:- (1) Notwithstanding anything contained in statute 12, the Board of Management shall have power to invite a person possessing high academic distinction and professional attainments to be appointed to the post in the University on such terms and conditions as may be deemed proper and may appoint such persons to such post.
- (2) The Board of Management may also appoint for a fixed tenure or otherwise a person, working as a teacher or in the academic staff in any other University or organisation, for teaching or undertaking a project or any other work on such terms and conditions as may be determined by the Board.
14. Recognition of teachers:- (1) The qualifications requisite for the recognition of persons working in other Universities, institutions or organisations as teachers, the manner of recognising them, the period of recognition and the withdrawal of recognition may be prescribed by the Ordinances of the University.

The constitution of the Selection Committee for appointment to the post of professors, Readers, Lecturers and academic staff is provided in Statute 12.

(2) It is for this reason that the entire mode of recruitment in the Act as well as the Statute is different from the mode of recruitment detailed in Rajasthan University Teachers and officers Selection for appointment Act 1974. The Statute 12 clearly specifies that this Act will apply only in the case of ex-cadre promotions. There is, however, one serious presenting mistake in Statute 12. The first sentence should have referred to Statute 11. Instead of Statute 12. This omission makes this particular Statute irrelevant.

(3) By close scrutiny of the provisions in the Statute it is evident that there exists sufficient scope for flexibility in view of the staff requirements of the University. Only, there is need for specifying as to how these statutes can be operationalised.

✓ FACILITATING MECHANISM.

All permanent posts of Professors, Readers and Lecturers would be advertised according to the qualifications approved by the Board. However, in the advertisement for the post of Professors and Readers it would also be stipulated that the University reserves the right to appoint any person who may not have applied on the recommendation of the Selection Committee concerned.

The following procedure will be followed while considering the applications for shortlisting of candidates to be called for interview:-

- (a) All applications received by the University for particular post would be placed before the screening Committee which may be constituted by the Vice-Chancellor. The membership of the Committee may be both from the internal academic staff and those from outside.
- (b) The number of candidates shortlisted for interview be upto 15 for one post.
- (c) The screening Committee while recommending persons to be called for interview will clearly indicate the criteria applied for the purpose.
- (d) A clear three weeks notice would be given to the candidates called for interview.

The experts of the Selection Committee shall be nominated by the Vice-Chancellor as per the procedure laid down in statute 11(c).

The Selection Committee while making recommendations would indicate if a candidate has to be given higher initial start.

The appointments to temporary vacancies of academic staff may be made on the following basis:-

Temporary vacancies upto six months.

The Vice-Chancellor may fill such vacancies as per the provisions of statute 14 (h) (i).

Temporary vacancies beyond six months but not more than 1 year.

The Vice-Chancellor may do so on the recommendation of a Committee consisting of the following :-

- (a) Vice-Chancellor.
- (b) Director of school of studies concerned.
- (c) One nominee of the Board of Management in Selection Committee.
- (d) An expert not connected with the University nominated by the Vice-Chancellor.

If the recommendations are unanimous the Vice-Chancellor is authorised to accept the recommendations and make appointments and report to the Board in the next following meeting.

Appointments under Statute 7(2) & (h) may be made in the following manner:-

(a) The Board of Management may create a pool of posts of Visiting Professors, Fellow, Artists and Writers together with the terms and conditions for the same ,

(b) The appointment to these posts may be made for periods between six months and two years by the Vice-Chancellor on the recommendations of a Committee consisting of the following . These appointments are purely on contract basis excepting who will be taken on deputation.

- (i) Vice-Chancellor.
- (ii) Nominee of the Chancellor on the Selection Committee.
- (iii) Nominee of the Board of Management on the Selection Committee.
- (iv) Nominee of the Government on the Selection Committee.
- (v) Director of the School of studies concerned to be nominated by the Vice-Chancellor.
- (vi) Two outside experts nominated by the Vice-Chancellor.

For these posts applications need not be invited and individual cases be brought before the Committee which may be suggested by the Vice-Chancellor and the members of the Board.

Looking at the unique nature of this University and also requirements of flexibility in the recruitment of various types of academic personnel, the University should constitute a Talent Search Committee. Keeping in view the fact that various types of personnel are required, it may identify different kinds of personnel with different kinds of talent required for various kinds of activities in the University. Except in cases where an employee is taken on deputation, these appointments will be purely contractual.

Statute 13 -Special Mode/ of Appointment.

(i) The Vice-Chancellor if he is of the opinion that a person may be appointed under statute 13(1) would before making such recommendations have the opinions of three experts in the case of the Professors and of two in the case of the Readers whether he may be considered for appointment statute 13 (i)

(ii) If the Vice-Chancellor is of opinion that a person working in any other University or organisation be invited to serve the University for a specified period not exceeding two years his case may be placed before the Selection Committee constituted under Statute 11 and its recommendations may be appointed by the Board of Management. In such cases the terms and conditions of service will be the same as on deputation prescribed by the state Government from time to time.

Statute 14 = Appointment for a fixed tenure.

In case where the Selection Committee constituted under statute 12 recommends that a person be appointed for a fixed tenure, the matter be placed before the Board of Management. The Board of Management may after taking into account relevant considerations determine the terms and conditions on the basis of which appointment may be made.

Any other issue.

The Board of Management on the recommendation of the Vice-Chancellor may in the interest of the University provide employment on a fixed tenure to persons who have already attained the age of 60.

Provided that no teacher shall be eligible to be re-employed under this clause or on such reemployment to continue as a teacher after he has attained the age of 65 years.

Provided further that a teacher so re-employed shall not be eligible to hold an office which involves administrative work; provided also that the salary of such teachers shall be fixed after taking into consideration the pension or the retirement benefits drawn or to be drawn by him in accordance with the rules prescribed by the U.G.C. or the state Government

Re-employment

The Board noted the advertisement issued by the University keeping in view the requirements for the year 1987-88.

<u>S.No.</u>	<u>Subject</u>	<u>Associate Professor</u>	<u>Assistant Professor</u>
1.	History	1	1
2.	Indian Culture & Tradition	1	1
3.	Political Science	1	2
4.	Mathematics & Computer-Science	1	1
5.	Commerce	1	2
6.	Physics	-	1
7.	Management	1	2
8.	Hindi	-	1
9.	English	1	1
10.	Economics	1	2
12.	Library Science	1	1
12.	Food Nutrition & Health-Management	-	-
13.	Journalism.	1	-
14.	Law.	-	1

Keeping in view the special requirements of the Open University which requires lot of flexibility, it was resolved to keep the other posts open and it was decided that as and when different programmes are finalised, the appointments may be made accordingly. It was further resolved that appointment of Counsellors, Tutors and Teachers on fixed tenure may also be made against this budgetary allocation.

Regarding the allocation of sanctioned posts of Associate Professors and Asstt. Professors available with the University, it was decided that the University should generally adopt the following standard specification for appointing teaching staff in each subject-

1. Associate Professor - 1
2. Asstt. Professor - 2

The University may appoint the teaching staff as per the above standard specification and the remaining teaching sanctioned posts available with the University may be kept in General pool. The Board was also of the opinion that the University may also appoint academic fellows and Senior Academic fellows in the University against the post of lecturers and Associate Professors. The Board also decided to continue to the B.Ed. Course of the erstwhile Institute of Correspondence Education, Jaipur. It was emphasized that the University should take urgent steps to revamp the course to satisfy the minimum requirements of the Open University System.

Item No. 7

To consider the remuneration and allowances payable to the writers, Examiners, Invigilators or any other persons associated with the University.

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This matter was discussed in item No.5, in the previous meeting of the Board of Management held on 28 October 1987. After discussion it was decided that the Revised Rate Structure for the Kota Open University should be proposed before the next meeting of the Board of Management giving comparative data of the remuneration and allowances payable to writers, Examiners, Invigilators, etc. in other Open Universities in the country. We have obtained the Rate Structurer of Indira Gandhi National Open University, New-Delhi. The comparative data was looked into and the rates mentioned under Kota Open University were approved for Kota Open University by the Board:-

Subject	Rate structure of Indira Gandhi National Open University.	Proposed Rates Structure for Kota Open University.
Lesson Writers & Course Writers	Rs.1,000/- (Rupees one thousand only) per lesson of approx.5,000 words each in addition typing charges @Rs.2/- (Rupees two only) per page and actual postage incurred is reimbursed.	Rs.500/-(Rupees five hundred only) per lesson to be reviewed after one year. In Addition typing charges @Rs.2/- (Rupees two only) per page and actual postage incurred to be reimbursed.
Editors	Rs.8,000/- to Rs.10,000/- (Rupees eight thousand to Rupees ten thousand only) as may be decided by the Vice-Chancellor for the entire course is paid.	Subject Editors & Course Editors Rs.5,000/- (Rupees Five thousand Only)
Chief Editors	Rs.10,000/- to Rs.15,000/- (Rupees ten thousand to rupees fifteen thousand only) as may be decided by the Vice-Chancellor for the entire course is paid	-
Paper-Setters.	Rs.400/-(Rupees Four hundred only)	Rs.110/- (Rupees one hundred and ten only) for P.G. Rs.75/- (Rupees seventy-five only) for U.G. Rs.110/- (Rupees one hundred and ten only) for P.G.Diploma Course. Rs.75/- (Rupees seventy-five only) for U.G. Diploma Course.

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Paper Evaluators.	Rs.5/- (Rupees five Only) per script for assessment of answer script.	Rs.3.50/- (Rupees three and paise fifty Only) per candidate for P.G. Class.
		Rs.2.50/- (Rupees two and paise fifty only) for U.G. class.
		Rs.3.50/- (Rupees three and paise fifty only) for P.G. Diploma Course per candidate.
		Rs.2.50/- (Rupees two and paise fifty only) for U.G. Diploma Course per candidate.
Part-time Consultant for three months.	-	Rs.1,500/- (Rupees one thousand add five hundred only) per month and conveyance charges upto maximum Rs.250/- (Rupees two hundred fifty only) per month if appointed from metropolitan towns such as Delhi, Calcutta, Bombay and Madras. The payment will be subject to production of vouchers.
Counsellors/ Tutors.	Remuneration of Rs.40/- (Rupees forty only) for a period of 50 minutes. He shall work at least 2½ hrs. each day for which a total remuneration of Rs.100/- (Rupees one hundred only) shall be paid.	Rs.40/- (Rupees forty only) for a period of 50 minutes and a total remuneration of Rs.100/- (Rupees one hundred only) for a counselling session for a period of 2½ hrs. inclusive of the sum for his/her functioning as a part-time counsellor.
Invigilators.	Not mentioned	Rs.13/- (Rupees thirteen only) per shift for all classes. within Rajasthan and Rs.20/- (Rupees twenty only) per shift outside Rajasthan.
Centre Superintendent.	Not mentioned.	Rs.25/- (Rupees twenty five only) per shift within Rajasthan and 50/- (Rupees fifty only) outside Rajasthan.
for Super- vising study Centre.	Not mentioned.	Rs.300/- (Rupees three hundred only) per month.

Item No. 8

Constitution of Capital Works Committee (Postponed item No.8 of the agenda of the First Meeting).

After discussion it was decided to constitute the following Capital Works Committee:-

1. Vice-Chancellor - Chairman.
2. Sh. Brijendra Saxena - Member.
Suptdg. Engineer,
P.W.D. Kota.
3. Sh. A. V. Ramanujam, - Member.
Principal,
Engg. College, Kota.
4. Finance Officer, - Member.
Kota Open University,
Kota.

It was decided to hold a meeting of the Capital Works Committee at an early date and finalise the design of the proposed building of the University.

Item No. 9

Consideration of the report of the Committee on Computer Science.

The following minutes of the meeting of the planning Committee of the Certificate/Diploma course in Computer Science were approved by the Board of Management:+

Following were present :-

1. Prof. V. R. Mehta - Vice-Chancellor (in chair)
2. Prof. A. V. Ramanujam - Principal, Engg. College,
Kota.
3. Prof. S. N. Dubé - North-Eastern University,
Shillong.
4. Prof. U. S. Shishodia - University Instrumentation
centre, Rajasthan University,
Jaipur.
5. B. L. Mathur - Head, Department of
Electrical Engineering,
Engineering College,
Kota.
6. Shri M. S. Khan - Registrar, Kota Open
University.

The planning Committee considered the proposal of the University for offering certificate and diploma courses in Computer Science.

The Committee resolved as follows:-

1. Kota Open University may organise itself to conduct the proposed certificate and diploma course in computer applications.
2. To begin with the course materials developed by the Indira Gandhi National Open University may be adopted as this will facilitate an early introduction of these programmes by the Kota Open University.
3. It will be necessary to develop the computer facilities at the University as well as at such other study centres which the University may be in a position to establish. The Computer centre at the Head Quarters of the Kota Open University may be established with sufficient capabilities (as per model proposed vide Appendix B) for handling the course requirement as well as providing computing facilities for the Administration and other work of the University.
4. Computer facilities at other study centres of the Kota Open University may be provided in due course of time. These centres may be provided with necessary facilities (as per model proposed).
5. The Computer centres will have to be adequately staffed. The staffing pattern recommended are given in the Appendix-'A' and 'B' respectively.
6. The sequence of starting the proposed 8 weeks certificate course and one year Diploma course may be determined keeping in view the schedule of introduction of these courses by the Indira Gandhi National Open University.
7. Regarding entry qualifications for the candidates, the Kota Open University may adopt the same pattern as the Indira Gandhi National Open University. This may be pro-reviewed by the Kota Open University after running the programme once.
8. Until such a time the Kota Open University develops its own Computer Centre facility, the facilities available in the other organisations at the respective places may be availed off.

It was also suggested in the meeting that "Computer system" should be inspected before finalising the Computer System to be installed in the University. It was also decided to add the name of Shri Suran in the Planning Committee Meeting of Computer Science. The Board also approved the following recommendations of the Committee.

APPENDIX - 'A'

Recommended computing facilities at the Head-quarters of the Kota Open University.

- (1) Multi tasking and multiling programming main frame Computer systems supporting a 300LPM line printer and a dot matrix printer.

- (b) A streamer tape drive for taking back upto the hard disk.
 - (c) Capacity of hard disk at least 80 MB and two floppy drives.
 - (d) 1 MB main memory.
 - (e) XENIX or UNIX operating system.
 - (f) One console, 6 dumb terminals and 3 P.C.s capable of working in stand alone mode or can be hooked on to the main system.
 - (g) A1 size plotter, hooked on to one of the P.C.
 - (h) One letter quality printer hooked on to one of the P.C.
 - (i) Two dot matrix printers 132 columns.
- (2) Software for BASIC,FCURTRAN,COBOL,PASCAL,C word processing spread sheet and Database.
- (3) Staff requirements:-

Director of the course	-	1
System analyst	-	1
Programmer-cum-operators	-	4
L.D.C.	-	2
Data entry assistants	-	2
Attendants-cum-peens	-	2

APPENDIX-B'

Recommended computing facilities at the Regional Centres of the Kota Open University.

- 1. PC-XTs, IBM compatible, 640 KB main memory 20MB hard disk and 380 KB floppy drive, provide with a C G A Card.
(One of the PC may be provided with colour monitor).
 - 2. Dot Matrix printer 132 columns.
 - 3. Software for BASIC,FORTRAN ,COBOL,PASCAL 'C, DATA base spread sheet, Word processing.
 - 4. Staff requirements:-
- | | | |
|---------------------------|---|---|
| Incharge of the course | - | 1 |
| Programmer -cum-operators | - | 2 |
| Data entry assistants | - | 1 |
| Attendant-cum-peen | - | 1 |

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Item No. 10

Nomination of one member to the planning Board (postpond item no. 9 of the Agenda of the First Meeting). This item was postponed once again.

Item No. 11

Nomination of the member to the Finance Committee to whom one could be a member of the Board of Management.

In the First Meeting of the Board of Management, the Board Nominated Shri Chabra, Ex-Secretary, University Grants Commission in the Finance Committee. Today it was decided to nominate Prof. B.S. Sharma, Pro-Vice-Chancellor, Indira Gandhi National Open University, New-Delhi as the second member to the Finance Committee on behalf of the Board of Management.

Item No. 12

Appointment of Convener of the subject committee who will also be a member of the Academic Council. The matter was discussed and it was resolved to authorise the Vice-Chancellor to appoint Conveners of the subject Committees in the University.

Item No. 13.

Consideration of the recommendation of various Selection Committees.

The recommendation of the selection committee to recruit Asstt. Professors in Computer Science was placed before the Board of Management by the Vice-Chancellor. As no candidate was found suitable for the post advertised, it was resolved to re-advertise the post once again.

Item No. 14

To decided the subject allotment for professorships sanctioned by the State Government.

In the current academic year, 3 new posts of professors have been sanctioned by the State Government. After discussion, the Board resolved to allot these professorships as under:-

- 1. Management - 1
- 2. Economics - 1
- 3. Indian Culture & Tradition. - 1

Item No. 15

Consideration of the re-allocation of the University posts (teaching).

Since the matter has already been discussed in Item No. 6 above, it was decided to read this item along with Item No. 6.

Item No. 16.

The Board resolved to approve the following scheme of Regional and study Centres proposed by the Vice-Chancellor.

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- (1) It is almost axiomatic that to enable students to have regular contact with the University, Regional and Study Centres should be established in different parts of the State. The role of such Centres is to conduct class rooms instruction, to provide academic counselling, to make books and journals available for study and research, to make available library, television, audio and visual facilities, to provide for final examination and lastly, to provide for a place where students can meet as a fraternity.
- (2) Two such Regional Centres are already in existence, one at Jaipur and another at Udaipur. These are erstwhile Institute of Correspondence Studies, Rajasthan University, Jaipur and College of Correspondence Education, Mohan Lal Sukhadia University Udaipur. There is no such centre in the Western or the Northern part of the State. It is proposed to start one more such Centre at Jodhpur and Bikaner.
- (3) At the moment there is no formal Study Centre anywhere, with the result that the students have no access to anything in the Kota Open University except printed lessons.
- (4) It is proposed that next year 12 Study Centres should be started as well. The places will be decided according to the number of students available at a particular place.
- (5) These Study Centres will be temporary centres for clusters of learners. These study Centres should be manned by counsellors and tutors. Counsellors are volunteers. They will be paid modest sums. They are trained and supported by Regional Directors. They will talk to the students, listen to problems help them in choosing subjects and provide periodic feedback to the Director, Regional Centres or Regional services. We would be able to arrange such Counsellors for the students for the whole of their course. The students need advice not just at the start but all time. These Counsellors will be separate from academic tutors mentioned in the succeeding para. Tutors will change with every course the student takes. Each Regional Centre will draw a panel of counsellors on its own or through an Open advertisement inviting applications from post-graduates. In certain cases, Social workers can also help with training. A certain number of students will be assigned to these counsellors irrespective of their particular subject. The panelist will be told that the University cannot guarantee any regular stream of students are enrolled, their services will definitely be engaged and they will be provided suitable remuneration.

Tutors will be part time and locally based. While Counsellors are generalists, the Tutors will be subject based. These tutors will be expected to conduct contact sessions, answer academic queries and mark students for continuous evaluation. This system is a costly system but not too costly when one compares it with the money

spent on contact programmes. In any case it is immensely worthwhile. The Counsellors and tutors may be drawn from college teachers. The temptation to use college lecturers as tutors will be much in case the centres are located in a college. While location of these centres in colleges appears to be the only alternative in the near future when the University is working under severe financial constraints, this may not always be too wise because (a) college teachers may not do both jobs well (b) they will bring over formal attitudes and methods in Open University work. Instead of concentrating on special problems, the temptation will be to convert contact sessions into regular class room lecturers as it invariably happens in the contact classes organised by institutes of Correspondence Studies.

One answer is to train the college staff specially those who are willing to learn. Another possibility is to use people in employment. They come closer to the learners and can use their experience as well as their expertise in the job. They could provide very useful alternative to college Teachers. The third group of people could be women post graduates who wish to return to part time work after raising a family. These could be much more committed and capable of giving continuity. At least in the case of women students, their services could be very useful. The search for categories of people other than college lecturers is important because the students need active learning method, not mere lecturers or rote learning.

The study centres can also bring the students of the area together. It can provide them each others' name and addresses so that they can support each other. An Open University student is 'alone' he does not get any support of a college or some 'learning group'. These students need commitment and active way of learning is if there is a regular teacher rather than an adhoc or visiting teacher.

There is one more function that these study centres could perform. They can make links with various bodies in the State by which they could help us in recruiting learning group for us as well as for our material.

Premises:- We have already approached some colleges. They have agreed to our request to provide some space for our study Centres. Similarly, should we decide not to locate those study Centres in colleges (at least for experimental purposes). We can explore the possibility of locating them in panchayat Samities and Co-operative Societies, School, etc. Contracts will have to be signed by the parties concerned before such an arrangement is finalised.

But the ideal situation will be if we can try to rent our own premises, this will make study Centres free from pressures of any Rent.

Stage I. Financial Implications (12 study Centres).

Recurr- ing :-	(1)	Rent	500x12	-	Rs. 6,000=00	p/a.
	(2)	Principal	250x12	-	Rs. 3,000=00	,
	(3)	Co-Ordinator	250x12	-	Rs. 3,000=00	"
	(4)	Part time peon	150x12	-	Rs. 1,800=00	"
	(5)	Furniture			Rs. 5,000=00	"
	(6)	Stationary, Postage & Contingency Including advertisement & Telephones.			Rs. 5,000=00	"
	(7)	Light & Water charges payable.			Rs. 1,200=00	"
		Total :-			Rs. 28,000=00	

12 Study Centres	25,600 x12	-	Rs. 3,07,200=00
Counsellors	300x12x12	-	Rs. 43,200=00
Tutors	40 p/hr.	-	Rs. 1,00,000=00
			Rs. 4,50,400=00

Stage II Non-Recurring.

T.V.+ Video system and a book box	3,00,000 x 12	-	Rs. 3,60,000=00
Softwares for Audio visual aid		-	Rs. 1,00,000=00
G.Total:-			Rs. 9,10,400=00

Regional Centres (T o)

Stage I: Recurring .

Director	-	(The existing posts will be diverted.)
Lecturer/Academic Fellows	-	1
Stenographer	-	1
Typist/Assistant	-	2
Part Time Accountant	-	1
Peon	-	1
Furniture	-	Rs. 15,000/-
Stationary, Postage & Contingency	-	Rs. 20,000/-

Non- Recurring.

T.V.Video System	-	Rs. 50,000/-
Personal Computers	-	Rs. 60,000/-

Stage II

Library	-	Rs. 10,000/- p.a.
Telex System	-	Rs. to be explored.

It was reported that it will be worthwhile to equip every regional Centre with a telex system and allow the staff to use it free of charge in their contacts to other Regional Centres and to the Head Office. The learners may be permitted to use it at a small charge to the Kota Open University so that they begin to feel that they can contact staff easily. Telex has two advantages over the telephone. It is cheaper and the telephonic message gets through in a written form. The Board authorised the Vice-Chancellor to explore the possibility.

A P P E N D I X 'D'

List of Study Centres to be opened

<u>S.No.</u>	<u>Name of College</u>	<u>Address</u>
1.	Govt. Lohia P.G. College	Churu
2.	Deptt. of Political Sciences	New Campus, University of Jodhpur.
3.	Govt. College	Barmer
4.	M.S.J. College	Bharatpur
5.	Govt. College	Karauli (Raj.)
6.	Govt. College	Behror
7.	The Bangur College	Didwana
8.	Govt. College	Dugarpur
9.	The B.J.S. Rampuria Jain College.	Bikaner.
10.	The Gorakhram Rampratap Chanaḍiya Degree College	Fatehpur-Shakhawati
11.	The S.B.K. Govt. College	Jaisalmer.
12.	Govt. College	Nasirabad.
13.	Maharshi Dayanand (P.G.) College	Shri Ganganagar.
14.	Govt. College Nimbakathana	Nem-kathana.
15.	The Raj Rishi College	Alwar.
16.	Govt College	Bundi.

Note:-The Vice-Chancellor was authorised to select 12 Study Centres out of the above list of 16 centres as per the requirements of the University.

Item No. 17

Consideration of re-allocation of the funds for course development in Computer Science, Library Science and Tourism and Hotel Management.

The matter was discussed in the Board of Management. The Vice-Chancellor informed the Board of Management that re-allocation of funds for the Diploma Course in Computer Science only was necessary to start any course in Computer Science. He proposed that Rs. 7,00,000/- (Rupees seven lakhs only) should be earmarked and re-allocated for the development of Computer Science Course this year. The proposal of the Vice-Chancellor was accepted by the Board of Management.

Item No. 18

Proposal for a Bridge Course equal to plus two stage of School Education:- The matter was discussed and it was decided that since the University has made provision for Direct Admission to Bachelors Course for those students who have either passed 10+2 examination or have not done so but have attained the age of nineteen years, through an entrance test to be conducted by the University, it was not necessary to start any bridge course in the Kota Open University.

Item No. 19

Transfer of Viswavidyalaya Bal Niketan, University Campus, Jaipur, presently with Kota Open University to the University of Rajasthan, Jaipur.

When Shri R.S. Kumat, Secretary to Government informed the Board that the Government would be happy to take over this school, it was decided to transfer this school to the State Government. The Board resolved that necessary request should be made to the Secretary, Education Department, Government of Rajasthan, for an early action in the matter.

Item No. 20

Proposal for exemption of Tuition fee for Scheduled Caste/Scheduled Tribe Corporation to subsidize the education of Scheduled Caste and Scheduled Tribe students of the Open University just as they do in the case of the Conventional Universities. Necessary action as per the decision should be taken by the University. It was also decided to send a copy of the request of the University to the Secretary Education Govt. of Rajasthan who very kindly agreed to use his good offices on behalf of the University.

Item No. 21 (a)

Allocation of FDRs transferred to Kota Open University for the construction of University Building.

It was decided that detailed study should be made with regard to the implication of the use of the FDRs for the construction of the building and the matter be put up after the design of the proposed building is finalised and the construction work of the building is entrusted to some organization.

Item No. 21 (b)

To consider hiring of suitable houses for allotment to Sr. members of administration and the teaching staff:-

The proposal put forward to hire 22 houses by the University was discussed. The Board appreciated the difficulty in recruiting eminent scholars without a house but in view of the financial constructions decided that the University should first try to requisition 10 houses from the Housing Board. The Secretary, Education, Government of Rajasthan also agreed to take up the matter with the Housing Board. It was decided that the University should try requisition 10 houses from the Housing Board, so that this problem can be

Item No. 21 (c).

The following minutes of the Committee constituted by the Board of Management in connection with the determination of fees, course of study, rules for admission, scholarship, and discipline were approved by the Board of Management.

The proceedings of the meeting held on 8th, 9th and 10th december, 1987 of the Committee constituted by the Board of Management in its Meeting were discussed by the Board of Management, The following recommendations of the Committee were approved by the Board of Management:-

(1) Admission in Bachelors' Course of Arts, Commerce & Science.

The admission to the students will be given through the following two streams:-

(a) Those who have passed 10 + 2 examination.

(b) Those students who have no formal qualifications.

As far as the first mode of admission is concerned, the students passing 10+2 examination from recognised board will be entitled to get admission in the 1st year T.D.C. course. As far as the second stream of admission in the Bachelor's course is concerned, for this stream the University will conduct an entrance test containing the following two papers:-

(i) English or Hindi.

(ii) General Knowledge and Elements of Mathematics.

The students qualifying this entrance test and obtaining 36% and above mark will be entitled for admission in the Bachelor's Course, according to the merit list prepared as a result of entrance test examination.

(2) Seats will be reserved for S.C./S.T. candidates and also for handicapped students as per the norms prescribed by the State Govt.

(3) The qualifications for admission in various technical specialised course will be the same as have been prescribed by the University of Rajasthan, Jaipur and Mohan Lal Sukhadia University, Udaipur, as will be decided by the University.

(4) Fees Structure :- The fees for the Bachelor's course will be Rs. 480/- per year which will be deposited in the following two instalments:-

Ist Instalment	-	Rs. 250/-
IInd Instalment	-	Rs. 230/-

For P.G. Courses, the following fees structure was approved:-

For students of Rajasthan	-	Rs. 560/-
For students outside Raj.	-	Rs. 700/-

.....25/-

The fees will be recovered in two instalments in the following manner:-

For students of Rajasthan	-	Rs.
Ist Instalment	-	Rs. 300/-
IIInd Instalment	-	Rs. 200/-
For students outside Rajasthan:-		
Ist Instalment	-	Rs. 400/-
IIInd Instalment	-	Rs. 300/-

Item No. 22

Consideration of the minimum qualifications for Registrar, Secretary to the Vice-Chancellor, Dy.Registrar, Controller of Examination and Asstt. Registrar, etc.

The following qualifications of the above mentioned posts were approved by the Board of Management:-

(1) Registrar:- (Scale of pay)

Experience & Qualifications.

- (a) Ten years experience as a teachers or an administrator in a college or a University with experience in educational administration and planning.
- (b) Comparable qualification in research establishment and other institutions of higher learning.

OR

- (c) At least Master's Degree with ten years experience of University administration, not below the rank of Asstt. Registrar.

Desirable.

Experience in areas such as purchase and stores, recruitment and establishment orders, governance of Universities, registration and examination of Universities.

(2) Secretary to the Vice-Chancellor (Scale of pay).

The Vice-Chancellor at his discretion may designate any person either from amongst the University Administrative Officers or from amongst the teaching staff getting in a scale not above that of a University Reader. The term of the office of the Adm. Secretary shall be continuous with that of the Vice-Chancellor unless the Vice-Chancellor desires to relieve him earlier to join his previous assignment. The secretary to Vice-Chancellor can be appointed directly also and the qualifications will be as under:-

"A person working in the scale of Reader or Deputy Registrar with experience of Education Management and Planning

(3) Deputy Registrar.

(a) Five years experience as lecturer in a college or a university with experience in educational administration and planning.

O R

(b) Comparable qualification in research establishment and other institutions or Higher Education.

O R

(c) At least a Master Degree with five years of experience of University Administration, not below the rank of Asstt. Registrar.

Desirable:-

Experience in areas such as purchase and stores, recruitment and establishment matters governance of Universities, registration (Admission) and examination, (evaluation) development and planning and general administration of universities.

(4) Assistant Registrar (Scale of pay).

Experience and Qualifications:-

(a) At least second class Master's Degree and at least three years experience in educational administration, not below the rank of S.O.

O R

(b) Three years experience as a teacher or an administrator in a college or university with experience in educational administration and planning.

{ The posts will be filled 50% by promotion and 50% by direct recruitment.

Desirable:-

Experience in areas such as recruitment and establishment, purchase and stores, governance of the University, registration and evaluation, estate management, general administration, expertise in procurement, storage distribution and documentation of stores and materials.

5. Controller of Examination. (Scale of pay).

Experience and Qualifications:-

(a) Ten years of experience as a teacher or an administrator in a college or a university with experience in educational administration and planning, not below the rank of Asstt. Registrar.

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Experience:- 5 Years experience should be in examination section.

O R

(b) At least Masters' Degree with ten years of experience of University Administration.

O R

(c) Comparable qualification in research establishment and other institutions of higher learning.

Desirable:-

Experience of University Administration and of conducting University examinations and other allied work at the executive level.

6. Public Relation Officer (Scale of Pay)

The qualification for Public Relation Officer will be same as prescribed in the State Government.

7. Private Secretary to Vice-Chancellor (Scale of Pay).

The qualification for pvt. Secretary to Vice-Chancellor shall be same as prescribed in the Government of Rajasthan.

8. Assistant/ Accountant (Scale of pay)

Graduate with a minimum of 3 years service as U.I.C. and in case of non graduate 10 years service which would include five years service as U.D.C.

Note:- (1) It is not obligatory on the part of the University to call for interview every candidate who possess the essential qualifications.

(2) The University reserves the right to increase or decrease the number of vacancies advertised.

(3) Applications received after the last date or without complete information will not be entertained.

(4) The choice of the committee may not necessarily be confined to those who apply formally.

(5) The person can be posted at any of the centres of the University.

(6) All the posts are transferable to Regional/Study Centres.

(7) The Selection Committee may relax any of the eligibility conditions in outstanding cases, subject to the final approval of the Board of Management.

It was further decided that instead of advertising this information, the University may give it with the application form.

Item No. 23.

SUPPLIMENTARY AGENDA .

Item No. 1:- Consideration of the future of existing Regional Centres at Jaipur and Udaipur.

The situation prevailing in the University Regional Centres at Jaipur and Udaipur as pointed out in the Agenda Note were discussed and noted by the Board of Management.

Item No. 2:- To finalise the monogram of the University:-

It was decided to incorporate a map of Rajasthan in the background and add the following Sloka " " in the monogram proposed by the Vice-Chancellor.

Item No. 3 :- To consider the request of Shri R.N. Srivastava:-

Shri R.N. Srivastava, Dy. Registrar (PP) Rajasthan University was appointed as Secretary to the Vice-Chancellor vide Order No. KOU/Estt./87/2283 dated 30th November, 1987 on the condition that his present pay will be protected and he will be given Rs. 500/- per month as special pay. But Shri R.N. Srivastava, vide his letter dated 30/12/1987 had indicated the following terms and conditions for his appointment as Secretary to the Vice-Chancellor. :-

(1) My present emoluments will be protected on the details given below:-

(i) Basic pay	-	Rs. 3,550=00
(ii) D.A.	-	Rs. 280=00
(iii) C.C.A.	-	Rs. 75=00
(iv) H.F.A.	-	Rs. 335=00

Total:-
Rs. 4,240=00

It is my understanding that in addition to the above, an amount of Rs. 319=50 as University Contribution towards my Provident Fund will be payable by the Kota Open University to the Rajasthan University during the period I am at Kota Open University.

(2) I will be paid Rs. 500/- per month as special pay.

(3) My pay will be fixed in the Revised Reader's Scale of Rs. 3,700-5,300 on the date the State Government announces its acceptance of the Revised grades.

I presume that this will certainly be retrospective from the date I join and therefore my pay will ultimately be fixed in the grade of Rs.3,700-5,300 with 5 increments as indicated by you from the date I join. Because as already informed earlier, in order to avail of the offer I will have to have an additional establishment in Kota with just Rs.500/- additional which will almost be impossible. This would also involve extra expenditure on regular visits to Jaipur to look after my family at least once a month.

The matter was discussed and it was decided that the conditions put forward by Shri R.N. Shrivastava are not agreeable to the Board of Management and he should be informed accordingly.

✓ Item No. 4.

Appointment of panel of lawyers for legal advice:-

It was decided that the Vice-Chancellor should finalise the panel of lawyers for Legal Advice in the University and the same should be put up for approval in the next meeting of the Board of Management.

Sd/-
REGISTRAR
MEMBER-SECRETARY.

Confirmed.

Sd/-
VICE-CHANCELLOR AND CHAIRMAN.

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KOTA OPEN UNIVERSITY, KOTA

Minutes of the Third Meeting of the Board of Management held on 22nd February, 1988 at 11 a.m. in the office of the Vice-Chancellor at Pushpa Niwas, Station Road, Kota 324002 Rajasthan.

The following members were present in the meeting:-

1. Prof. V.R.Mehta,
Vice-Chancellor, (Chairman)
2. Shri Rakesh Hooja,
Spl. Secretary to Govt.
Education Department,
Jaipur.
3. Shri J.M.Shrivastava,
Director,
College Education,
Govt. of Rajasthan,
Jaipur.
4. Shri Ashish Bahuguna,
Dy. Secretary (Finance)
Govt. of Rajasthan,
Jaipur.
5. Mrs. Savitri Gupta,
Dy. Secretary (Planning)
Govt. of Rajasthan,
Jaipur.
6. Dr. Susheela Agrawal,
Director,
Regional Centre,
Kota Open University,
Udaipur.
7. Dr. M.C.Gupta,
Director,
Regional Centre,
Kota Open University,
Jaipur.
8. Shri M.S.Khan,
Registrar,
Kota Open University,
Kota (Member Secretary)

The Vice-Chancellor welcomed all the members to the 3rd meeting of the Board of Management of Kota Open University Kota. The Agenda Item fixed for the meeting were discussed by the Board of Management and the decision taken item wise are as under:-

.....2/-

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Item No.1

Confirmation of the minutes of 2nd meeting of Board of Management:-

The minutes of the 2nd meeting of the Board of Management were confirmed.

Item No.2

To consider action taken on the minutes of the 2nd meeting of the Board of Management:-

The action taken on the minutes of the 2nd meeting of Board of Management as reported in the meeting were noted by the Board of Management.

Item No.3

To consider and discuss the changes proposed by Indira Gandhi National Open University, New-Delhi and University Grant Commission in the Statute of University:-

Since the State Government is already seized of the matter, the item was withdrawn.

Item No.4

To discuss about Institutions of Jawaharlal Nehru Chairs:-

The letter No F15(CPF)9/84 dated 20/1/88 received from Shri C.M.Ramchandran, Dr.Secretary, University Grant Commission, regarding the Institutions of Jawaharlal Nehru Charis in selected subjects were discussed in the meeting. It was decided that out of the 3 posts of professors sanctioned by the state Govt. during the current academic session one post should be ear-marked for jawaharlal Nehru Charis. It was further decided that this post should be ear-marked in the subject of "History of Indian Culture and Tradition"

Item No.5

To discuss the item No 2 in the representation of Shri Man Mohan, Organizer, Chatra Sangarsh Samiti, Kota :-

In the representation only Item No. 2, regarding the admission of post Graduate students as private candidates from Ajmer University is concerned with Kota Open University. The students have demanded that it should not be compulsory for non-colligate students to take admission in Kota Open University and that the students should be allowed to appear as non-colligate students from Ajmer University. It was decided that while Kota Open University would have no objection to it, the matter should be referred to the State Govt. for their decision.

Item No.6

To discuss about the letter received from the Dy.Director, Rajasthan Information Centre, Calcutta for opening of a Regional Centre in Calcutta:-

The matter was discussed and was decided that first the University should try to cover all the districts of Rajasthan itself. Then alone the matter to open Regional Centre in other states could be considered.

Supplimentary Agenda.

Item No. 7

(1) To report the result of Selection Committee for the selection of Readers and Lecturers in various subjects:-

(a) Political Science.

(i) Reader.

For the post of Reader, Shri Anam Jaitly was recommended by the Selection Committee.

(ii) Lecturer.

Out of the two posts advertised, only one candidate Shri Leela Raj Gujar was recommended by the Selection Committee and for the remaining one post the Selection Committee decided to re-advertise the post.

(b) Economics.

(i) Reader.

The Selection Committee didn't recommend any name for the post of Reader in Economics. It is suggested to re-advertise the posts.

(ii) Lecturer.

The following two names were recommended by the Selection Committee:-

(a) Shri Subah Singh Yadav.

(b) Shri R.P.Sharma.

The above recommendations of the Selection Committee were approved by the Board of Management.

It was further decided by the Board that the services of Dr. Inakshi Chaturvedi and Dr.M.K.Jain who were working as Asstt. Professors on purely adhoc basis be terminated so that no vested interest grows. The Board further resolved to approve the grant of one month's salary to both of these teachers in order to mitigate any likely hardship.

(2) To discuss the qualifications for the post of Director, Regional Services Director, Material Production and Distribution:-

After discussion the following qualifications were approved by the Board of Management for the above two posts of Directors:-

(i) Fifteen Year Experience in college or university as teacher or administrator with experience in educational administration and Planning.

O R

(ii) Comparable qualifications in research establishment and other institutions of higher learning

O R

(iii) At least Master's Degree with fifteen years experience of higher administrative service of State or Centre in which at least three years experience in education development and Planning.

The Meeting ended with thanks from the Chair.

Sd/-
REGISTRAR
MEMBER SECRETARY.

Confirmed.

Sd/-
(V.R. MEHTA)
VICE-CHANCELLOR AND CHAIRMAN.

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KOTA OPEN UNIVERSITY

K O T A

Minutes of the IVth Meeting of Board of Management held on 7th April, 1988 at a.m. in the office of the Vice-Chancellor at Pushpa Niwas, Station Road, Kota-324002 (Rajasthan).

The following were present in the meeting:-

1. Prof. V.R. Mehta,
Vice-Chancellor,
Kota Open University,
(Chairman).
2. Prof. B.S. Sharma,
Pro-Vice-Chancellor,
Indira Gandhi National Open University,
Y.M.C.A. Cultural Centre,
Jai Singh Road,
New-Delhi.
3. Shri J.M. Shrivastava,
Director,
College Education,
Govt. of Rajasthan.
Jaipur.
4. Mrs Savitri Gupta,
Ex. Secretary (Planning)
Govt. of Rajasthan,
Secretariat,
Jaipur.
5. Prof. Susheela Agrawal,
Director,
Academic Co-Ordination & Regional Centre,
Kota Open University,
Udaipur.
6. Prof. M.C. Gupta,
Director,
Kota Open University,
Regional Centre,
JLN Marg,
Commerce College Campus,
Jaipur.
7. Shri M.S. Khan,
Registrar,
Kota Open University,
Kota,
(Member Secretary)
8. Shri K.P. Jain,
Finance Officer,
Kota Open University,
(Special Invitee).
9. Shri M.P. Mathur,
Controller of Examinations,
Kota Open University,
(Special Invitee).

.....2/-

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The Vice-Chancellor welcomed all the members to the IV Meeting of the Board of Management of the University. The agenda item fixed for the meeting were discussed by the Board of Management and the decisions taken item-wise are as follows:-

Item No. 1

Confirmation of the Minutes of the 3rd meeting of Board of Management.

The minutes of the 3rd meeting of Board of Management were confirmed.

Item No. 2

Consideration of the continuance of the service of daily wages employees in the light of the L.D.C. test held on 28/2/88 :-

The problem with regard to the daily wages employees working in the University was discussed in the light of the L.D.C. test held on 28/2/1988 and the following decisions were taken in this regard:-

(i) The Board resolved to approve the following scheme of assessment:-

(1) Written test.

(2) Type test.

(3) Interview.

It was further resolved that the relative weightage of the three will be decided internally by the University Administration.

(ii) It was also resolved that according to the merit list of the written test held for one post five candidates should be called for type test and interview. It was further resolved to call all the internal candidates.

(iii) It was also resolved that the reservation pattern for SC/S.T., Handicapped and Ex-service men should be adopted for filling up those posts as per the practice adopted in the Government Departments.

The University should take necessary action accordingly.

Item No. 3

Appointment of panel of Lawyers (postponed item of Supplementary Agenda No.4 of Second Meeting of Board of Management held on 9th January, 1988):-

The following Panel of Lawyers were approved by the Board of Management:-

(i) Shri Marudhar Mrudal

(ii) Shri Ganpath Singhvi

(iii) Shri Megha Raj Kala.

In addition to the above panel of Lawyers, it was also decided that Shri R.S. Hora, Advocate of Kota city, should be appointed as Standing Council of the University on payment of Rs.1,500/- (Rupees one thousand and five hundred only) per month.

Item No. 4

Consideration of the minutes of the Selection Committees:-

The Board resolved to approve the appointment of the following teachers in History and Commerce on the recommendations of the Selection Committees appointed for the purpose:-

(i) History.

(a) Associate Professor - Dr. Chan Syham Lal Dobra.

(b) Asstt. Professors 1- Dr. Brij Kishore Sharma
2- Dr. Mrs Kamlesh Sharma
3- Dr. Yakub Ali (reserve).

(ii) Commerce.

(a) Associate Professor Dr. Shyam Gopal Sharma.

(b) Asst. Professor Dr. Mrs Uma Sharma.

Item No.5

Consideration of the recommendations of the Guest House Rules Committee:-

The proposed rules put forward by the Guest House Committee were discussed by the Board of Management and it was decided that Rule No. 1 to 4 should be approved as it is add for catering charges the committee should put forward concrete proposals with regard to the service of tea, break- fast, lunch/ dinner.

Item Supplementary Agenda.

(i) Consideration of the conveyance charges to be paid to part-time Consultants without the production of vouchers:-

It was decided that the Conveyance charges to be paid to the part-time Consultants and guests by the University should be paid without the production of vouchers. However, a certificate prescribed by the Finance Officer should be taken from the Consultants in this regard.

(ii) Reservation of S.C./S.T. and Handicapped candidates in teaching and Non teaching posts. There is no clear provision in the Kota Open University Act for reservation of candidates of S.C./S.T. and handicapped for the various teaching and non-teaching posts of the University. Therefore, a proposal is put-up for consideration whether this provision of reservation has to be accepted in Kota Open University or not ?

The Vice-Chancellor informed the Board of directive of the Hon. High Court in a recent case. It was resolved to accept in principle the reservations in the section 10 of the Rajasthan University Teachers and Officers Act of 1974. The members, however, felt that since there was a difference in the directive of the U.C.O. and Sec. 10 of the Rajasthan University Teachers Act and since the Kota Open University Act did not mention about the Act at all, the matter may await the decision of the Hon. High Court for the final resolution of the problem.

- (iii) Consideration with regard to the payment made to various invitees of the University according to the proposed service rules in the first meeting of the Board of Management held on 28/10/87.

In the first meeting of the Board of Management, the University had put draft Service Rules and T.A./D.A./ Medical Rules. In that meeting it was decided that a committee consisting of the Vice-Chancellor and Special Secretary to the Govt., Education, should carefully examine the draft service rules. In the meanwhile it was resolved that the University may allow the Service Rules of Rajasthan University in regard to T.A./D.A. and medical reimbursement and such other matters which require immediate action. But the University has been making payment to the various invitees and guests according to the above proposed rules put forward by Kota Open University. The Board resolved to regularise these payments which have already been made. It was decided that in future also the University should continue to make payments according to the proposed rules till final decision is taken in this regard.

- (iv) To decide rates for various functionaries to be engaged in the Examination work of the University in Rajasthan and outside Rajasthan:-

The Board considered the proposal received from Shri B.P. Singh, Chief- Co-Ordinator to conduct Kota Open University Examination in Delhi. It was decided that since the examinations are approaching nearer the rates proposed by the Chief Co-Ordinator to the various functionaries in Delhi should be paid by the University. However, the Controller of Examinations should contact the Chief Co-Ordinator in Delhi and negotiate the rates proposed by him.

The Board also noted some of the representations received by the Controller of Examinations from various principals of Rajasthan regarding the inappropriateness of the rates of examination work specially when they will not be entitled to any P.L. and further, they will be required to work in the examination during the summer vacation.

The problem was discussed and it was decided that the rates already approved by the Board of Management will continue to be the same but since the staff will work during summer vacation and since they will not be entitled to any P.L., it was resolved that they should be paid 60% extra.

Supplimentary Agenda.

Item No. 7.

Consideration regarding allocation of posts of professors and Directors proposed in the 1988-89 Budget of the University under the State Plan:-

This matter was discussed by the Board of Management and the 9 posts included in the State Budget were allocated as under :-

- (i) Director (Planning & Development).
- (ii) Director (Science & Technology).

It was resolved that the qualifications for the above two Directors will be the same as approved by the Board of Management in the last meeting. However, the Vice-Chancellor was authorised to specify the specifications for each post of Director as he deems necessary.

- (iii) Professors (Mathematics), Life Science, Physics, Political Science, Education & Commerce.

It was further resolved to leave the decision about the ninth post to the future.

Item No. 8

Action taken on the minutes of the 3rd meeting of Board of Management:-

The action taken by the University with regard to the minutes of the 3rd meeting of Board of Management was noted by the Board of Management.

Item No. 9

Consideration to hire residential accommodation for Administrative Officers/ Professors/Directors of the University in Kota city:-

The Board of Management was informed that in the Second meeting of the Board of Management held on 9/1/88 in item No.21(b) a proposal was put -up to hire suitable houses for allotment to Senior Members of Administration and teaching staff in Kota city. This proposal was discussed and it was decided that the University should approach Rajasthan Housing Board to requisition 10 houses from Raj. Housing Board. The University, approached the Raj. Housing Board but the Secretary, Raj Housing Board has informed that they do not have spare houses in Kota city to give to the University. The University could approach the Ministry of Urban Development if they could allot house under 1% quota given to them. The Board of Management discussed the revised proposal put-up for its consideration to hire at least 12 houses in Kota city. The proposal is approved herewith as The Board of Management approved the above proposals

put forward by the University with the modifications
that the deduction of house rent from the salary
of the officers who have come on deputation from
the Government should be as per Government rules.

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

Confirmed:-

Sd/-
REGISTRAR
(MEMBER SECRETARY)

Sd/-
VICE-CHANCELLOR AND CHAIRMAN.

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KOTA OPEN UNIVERSITY, KOTA

MINUTES OF THE VTH MEETING OF BOARD OF MANAGEMENT OF
KOTA OPEN UNIVERSITY HELD ON 7/6/1988 IN THE VICE-
CHANCELLOR'S OFFICE AT PUSHPA NIWAS, STATION ROAD, KOTA.

The following were present in the meeting:-

1. Prof. - V.R. Mehta,
Vice-Chancellor,
Kota Open University,
Kota. - Chairman.
2. Shri P.B. Mathur,
Secretary to Govt.,
Education Department,
Government of Rajasthan,
Jaipur. - Member.
3. Shri J.M. Shrivastava,
Director,
College Education,
Government of Rajasthan,
Jaipur. - Member.
4. Prof. (Miss.) Susheela Agrawal,
Director,
Regional Centre,
Sukhadia University Campus,
Udaipur. - Member.
5. Prof. M.C. Gupta,
Director,
Kota Open University,
Regional Centre,
JLN. Marg.,
Commerce College Campus,
Jaipur. - Member.
6. Shri R.C. Jain,
Registrar,
Kota Open University,
Kota. - Member Secretary.

The Vice-Chancellor welcomed all the members to the Vth meeting of the Board of Management of Kota Open University. He also informed the members about the following developments:-

- (1) The U.G.C. has enlisted Kota Open University under Section 12-B now. The only condition put up by the U.G.C. is that 60% to 70% of the academic staff positions should be filled-up before it received development grant from the U.G.C.
- (2) The Vice-Chancellor also wanted the members to join in thanking the Education Secretary and the Chief Minister in the un-instituted support given to the Kota Open University in this connection.

(3) The Kota Open University has been accepted as a member of the following associations:-

- (i) Association of Commonwealth Universities.
- (ii) Association of Indian Universities.

(4) Examinations of the University were conducted peacefully and no untoward incident was reported. The University hopes to declare the results in the month of July, 1988 and the new Session will start from 1/9/1988.

(5) Five Vocational Courses are being prepared on Open University lines.

After the V.C.'s report the Agenda items were considered by the Board and the following decisions were taken:-

Item No. 1.

Resolved to confirm the minutes of the IVth meeting of the Board of Management.

Item No. 2.

Noted the action taken on the minutes of the IVth meeting of Board of Management as reported by the member Secretary.

Item No. 3

Actions taken by the Vice-Chancellor under Sec. 8(IV) of the act as reported on Sl.No. 1, 2, and 3 of the Item No. 3 of the agenda note were confirmed. The proposal for enlargement of the Committee appointed by the Board of Management for the selection of Directors was also approved with the modification that in place of nominee of the Board of Management, a member of the Board of Management (in this case Prof. B.S. Sharma as decided earlier) Nominated by the Board will be a member of the Committee.

Item No. 4.

The re-allocation of the following posts was approved.

- (i) One post of the Assistant into Graphic Co-ordinator.
- (ii) One post of U.D.C. into Chief Photographer.
- (iii) One post of L.D.C. into printer/Copy Technician.
- (iv) One post of U.D.C. into Graphic Designer.
- (v) Four posts of U.D.C.'s into Computer Programmers.

Item No. 5

This item was already discussed in the meeting of the Academic Council held on 6/6/1988.

Item No. 6.

The proposed rules were discussed and it was resolved that these may be revised in the light of the discussion and put-up in the next Board Meeting.

Selection of
Directors.

Item No. 7.

The minutes of the 11th meeting of Academic Council held on 6/6/88 were confirmed and approved.

Item No. 8

- (i) The case of Dr. Ghanshyam Lal Devera, Asso. Prof. in History for sanctioning of additional increments was put-up before the Board of Management. It was decided that to mitigate the hard-ship and to attract persons of eminence like Dr. Devera he may be allowed 5 additional increments and his pay on joining the Kota Open University as Asso. Professor may be fixed accordingly. Devera sheta
Addl Increm
- (ii) Resolved to take action to amend Statute-5(A) regarding the pay, etc. of the Vice-Chancellor in the light of the Govt. Order No. F.1(20) Edu/3/87 dated 3/6/88 revising the emoluments of the Vice-Chancellor.

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

Sd/-
REGISTRAR
MEMBER SECRETARY.

Confirmed.

Sd/-
(V.R. MEHTA)
VICE-CHANCELLOR
KOTA OPEN UNIVERSITY, KOTA.

KOTA OPEN UNIVERSITY, KOTA

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THE VITH MEETING OF BOARD OF MANAGEMENT OF KOTA OPEN UNIVERSITY WAS HELD ON 7TH, JULY, 1988 AT 11 A.M. IN THE OFFICE OF THE VICE-CHANCELLOR, PUSHPA NIWAS, STATIC ROAD, KOTA.

The following members were present in the meeting:-

1. Prof. V.R. Mchta, Chairman
Vice-Chancellor,
Kota Open University, Kota
2. Prof. B.S. Sharma,
Pro-Vice-Chancellor,
I.G.N.O.U., New-Delhi.
3. Shri J.M. Shrivastava,
Director (College Education),
Government of Rajasthan, Jaipur.
4. Miss Savitri Gupta,
Dy. Secretary (Planning)
Government of Rajasthan, Jaipur.
5. Prof. (Miss) Susheela Agrawal,
Director,
Regional Centre, KCU, Udaipur.
6. Dr. M.C. Gupta,
Director,
Regional Centre, KOU, Jaipur.
7. Shri R.C. Jain, RAS
Registrar,
Kota Open University, Kota. Member Secretary.

At the outset, the Vice-Chancellor welcomed all the members present in the meeting. The item-wise decision were taken:-

Item No.1

Confirmation of the minutes of Vth meeting of Board of Management held on 7/6/1988.

The minutes of the Vth meeting of Board of Management were confirmed.

Item No.2

Approval of the recommendations of the Selection Committees for different posts.

The recommendations of various Selection Committees were put-up before the Board for approval.

Shri J.M.Srivastava, Director (College Education) raised a point as to whether the posts can be filled-up considering the letter of the Special Secretary (Education) dated 26/31-5-1988. The Vice-Chancellor informed that he had already replied to the Special Secretary (Education), Government of Rajasthan vide his letter dated 3/6/1988 and no further communication has been received from the Government. He also emphasised that the University has been enlisted by the University Grants Commission under Section 12-B with the condition that 60 to 70% of the academic posts should be filled-up before the University is considered for the Central Grant. As such it is necessary to recruit teachers. He also emphasised that the new university can not be equated with established universities.

The Board resolved that a-pointment letters be issued .

The recommendations of the various Selection Committees were approved as listed in the Appendix I to XII.

As regards the Selection for the post of Assistant Professor in Hindi, the Vice Chancellor informed that the post be re-advertised in view of some fulfilment of procedural requirements. Further resolved that in future the names of the persons called for interview and also who attended be mentioned.

Item No. 3

To consider the request of Shri S.M.S.Bhargava, Retd. Dy.Librarian for fixing his salary on the post of Asstt. Librarian/Asstt. Prof. in Lib.Science.

The Board resolved to appoint Shri S.M.S. Bhargava, Retd.Dy.Librarian of M.L.S.University, Udaipur on the post of Asstt. Librarian/Asstt. Professor in Library Science on a fixed pay of R. 2,500/-p.m. (R.two thousand five hundred) per month for a term of one year or till a duly selected candidate joins, whichever is earlier.

Item No. 4.

To discuss the matter regarding opening of Study Centre,

The Board approved the following eleven Study Centres:-

1. Government College, Nimbkathana.
2. Government College, Dugarpur.
3. Government College, Barmer.
4. Government College Behror (Dist.Alwar)
5. Maharshi Dayanand PG.College, Shriganganagar.

6. Government College, Jaisalmer.
7. MSJ Government College, Bhartpur.
8. Government College, Sikar.
9. Government College, Beawar.
10. Government College, Bhilwara.
11. Bangad Mahavidyalaya, Didwana.

Further the Vice-Chancellor was authorised to decide about the 12th Study Centre.

Item No. 5

To consider the matter regarding appointment of of L.I.Cs.

The Board resolved that the Vice-Chancellor was authorised to take action in the matter in consultation with the Secretary (Education) Govt. of Rajasthan.

Item No. 6

To consider appointments under statute 13 of Kota Open University Act.

It was resolved that for Professors level the Talent Search Committee should be activated as per the earlier decision of the Board held on 9th January, 1988.

It was further resolved that in such cases, the Vice-Chancellor may even consider for some additional increments, but not beyond five, besides protecting their total emoluments, to attract talented persons from other Universities/Institutions to serve in Kota Open University.

Item No. 7

To designate Shri M.P. Mathur, Controller of Exams, as Director (Admission & Evaluation) without any extra financial burden.

The Board resolved that Shri M.P. Mathur, Controller of Examinations, Kota Open University may also be designated as Director (Admission & Evaluation). He will work as Controller of Examinations for the conduct of examinations and Director (Admission & Evaluation) for other administrative work in connection with admission and continuing evaluation of the students.

Item No. 8

To consider the posting of Academic Staff as Directors of Regional Centres.

The Board resolved that the Vice-Chancellor may temporarily post any academic staff on the post of Director, Regional Centres.

- ii- To consider Dr. R.P.Joshi's case to take him on deputation in Kota Open University.

The Board resolved that Dr.Joshi who is Associate professor (Ex-cadre) in political science in University of Rajasthan, Jaipur may be appointed on the post of Director of Regional Centre in his present scale.

- iii- To consider duties and responsibilities of various Director.

The duties and responsibilities given on Appendix -XIII were approved.

The Board further resolved that in addition to the duties and responsibilities given in the Appendix-XIII, the Director shall exercise such powers and perform such responsibilities as entrusted by the Vice-Chancellor from time to time.

Further the Board resolved to recommend the following amendments in the statute 1(ix) for approval of Hon'ble Chancellor:-

1. To add Professor alongwith Director.

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

Duties and
Responsibilities
of
Directors

sc/-
MEMBER SECRETARY

Confirmed:-

sd/-
CHAIRMAN

Minutes of 7th Board of Management meeting held on 14th October, 1988 at 11.00 am in the office of the Vice-Chancellor at Pushpa Niwas, 133-Civil Lines, Station Road, Kota.

The following were present in the meeting :-

1. Prof. V.R. Mehta,
Vice-Chancellor,
Kota Open University, Kota.
2. Mrs. S. Sharma,
Director,
College Education,
Government of Rajasthan, Jaipur.
3. Prof. Sushila Agarwal,
Director,
Regional Centre,
Kota Open University, Udaipur.
4. Prof. S.N. Dube,
Director,
Science & Technology,
Kota Open University, Kota.
5. Prof. M.D. Agarwal,
Professor of Commerce,
Kota Open University, Kota.
6. Shri R.C. Jain,
Registrar,
Kota Open University, Kota.

At the outset the Vice-Chancellor welcomed new members to the 7th meeting of the Board of Management of Kota Open University, Kota. After the welcome the agenda items were discussed and the item-wise decisions taken which are as under :-

Item No. 1

Confirmation of the minutes of the 6th meeting of the Board of Management held on 7th July, 1988

.....2/-

Resolved that the minutes of the 6th meeting of the Board of Management, held on 7th July, 1988 confirmed.

Item No. 2

To report action taken by the Vice-Chancellor under Statute 8(4) of the Kota Open University Act-1987.

1. Appointment of Dr. Y.S. Mehta as Director, Regional Centre, Jodhpur to start our new Regional Centre at Jodhpur.
2. Extension of term of Shri C.L. Sharma as Convener of Library Science Course Development Committee.

Resolved to confirm action taken by the Vice-Chancellor.

Item No. 3

To approve the minutes of the 3rd meeting of Academic Council held on 13th October, 1988.

Resolved that the minutes of the 3rd meeting of the Academic Council held on 13th October, 1988 be approved. (Annexure -1)

Item No. 4

To approve the Medical Committee constituted for the University and its recommendations.

Resolved to approve the following Medical Committee.

1. Dr. R.N. Tandon,
Rtd. Sr. Specialist (Physician) of
Govt. of Rajasthan,
A/1, Vallabh Nagar, Kota.
2. Dr. D.D. Sharma,
Rtd. Sr. Specialist (Orthopedician) of
Govt. of Rajasthan,
Ka-22, Vigyan Nagar, Kota.
3. Shri R.K. Sharma,
Finance Officer,
Kota Open University, Kota.

Resolved further to approve the recommendations of the Medical Committee as per Annexure-2. The Board also suggested to include the name of Dr. H.L. Saxena, homoeopathic doctor, of Kota.

.....3/-

7th BOM

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Item No. 5

To decide about the publication procedure and mode of publication of minutes of the Board of Management, Academic Council and Finance Committee etc. of the University.

It was resolved that the minutes of Board of Management, Academic Council and Finance Committee etc. be published on quarterly basis.

Item No. 6

To approve fee structure submitted by Shri Rajender Singh Hora, Advocate (Standing Counsel of the University) for attending legal cases of the University.

It was resolved that Rs.300/- (three hundred) per day plus T.A. & D.A. be paid to Shri R.S. Hora, Advocate (Standing Counsel of the University) for attending legal cases of the University. T.A. & D.A. will be paid to him as per the University rules.

Item No. 7

To approve Special Leave to the employees of the University.

Resolved that 6 days (six days) special leave to the employees (3 days each for Dassera and Deepawali holidays) be approved. The Board noted that these holidays were far less than holidays sanctioned in Rajasthan University.

Item No. 8

To decide about the remuneration and allowances for the Video film production team.

Resolved that the following rates be approved purely on tentative basis:-

- | | |
|----------------|--------------|
| 1. Script | - Rs. 500/- |
| 2. Screen Play | - Rs. 1000/- |
| 3. Direction | - Rs. 5000/- |
| 4. Photography | - Rs. 2000/- |
| 5. Editing | - Rs. 1000/- |

.....4/-

1/-

It was further resolved that tenders be floated. In the meanwhile information in this regard be collected from the Indira Gandhi National Open University, Jodhpur University and Director, Public Relations, Government of Rajasthan, Jaipur.

Item No. 9

To confirm administrative organisation of the University.

Resolved that the Administrative Organisation of the University appended at Annexure 3 be approved.

Item No. 10.

To fix prices for the sale of University Course material.

Resolved that three times the cost of printing be charged. Further, only one full set of one course be made available for sale.

Item No. 11

To consider contribution of building fund to the Association of Indian Universities, New Delhi.

Resolved that a token contribution of Rs.10000/- (Rupees ten thousand only) be sent to the Association of Indian Universities, New Delhi.

Item No. 12

To institute medals to toppers of the University in different courses :-

Resolved, that the medals for the toppers of the University be instituted. Further resolved that the medals be given to toppers when they have secured first division. An amount of Rs.500/- (rupees five hundred only) per medal be provided.

Item No. 13

To constitute Library Committee

Resolved that the Library Committee be constituted consisting of the following members :-

1. One Director/Professor to be nominated by the Vice-Chancellor.
2. One Director to be nominated by the Vice-Chancellor by seniority.
3. One Director of the Regional Centre to be nominated by the Vice-Chancellor by seniority.
4. One Professor of the University to be nominated by the Vice-Chancellor by seniority.
5. One Associate Professor to be nominated by the Vice-Chancellor by Seniority.
6. One Assistant Professor ~~xx~~ to be nominated by the Vice-Chancellor.
7. One nominee of the Academic Council
8. Finance Officer (ex-officio)
9. Registrar or his nominee not below the rank of Assistant Registrar.
10. Librarian - Secretary

Term of Reference

1. To consider the appropriate nature of the services of the Library should provide.
2. To advise the Librarian user needs and proposed Library developments.
3. To advise the Librarian on the estimates and the allocation of Library Funds.
4. To approve the Librarian's Annual Report to the Vice-Chancellor.

Mode of Operation

1. The committee shall meet as and when required but not less than two times in a year.
2. The senior most member will be nominated as the Chairman by the Vice-Chancellor.
3. The term of the nominated members shall be two years.

Item No. 14

To approve draft Service Rules for the employees of the University.

Resolved to approve the draft Service Rules of the University in full as appended in Annexure No. 4

Item No. 15

To decide about the appointment of L.D.Cs.

(i) Resolved that the selection process for appointment of advertised L.D.C posts be completed by giving 40% weightage to interview and 60% weightage to typing test.

To decide about the minimum ~~xxxx~~ typing speed required there were suggestions either to adopt the R.P.S.C. standard or the standard fixed by the University of Rajasthan for the this purpose. In view of the poor performance of the candidates it was decided ~~xxxx~~ to adopt the University of Rajasthan standard i.e. 25 w.p.m. for English and 20 w.p.m. for Hindi typing. The appointment letters may be issued at the earliest.

(ii) It was further resolved to place L.D.Cs working on daily wages in the University who have completed 240 days, or fixed pay provided their work and conduct have been satisfactory.

Item No. 16

Relaxation of qualification for Assistant Registrar and Deputy Registrar in the case of persons who have come from other Universities.

Resolved that the minimum eligibility qualification be ~~xx~~ graduation as in Rajasthan University.

Item No. 17

4 Relaxation of qualification for Stenographers in case of internal candidates as one time measure.

Resolved that the internal ~~xx~~ candidates should pass graduation examination within 5 years of their appointment otherwise no further increments will be granted.

Item No. 18

To decide about pay fixation of Dr. M.C. Gupta,

.....7/-

Ex-Director, Regional Centre, Jaipur.

Resolved that Dr. M.C. Gupta, Ex-Director, Regional Centre, Jaipur be paid the pay of visiting Professor.

Item No. 19

To decide about the offer of land of Kothari Trust, Bikaner for the Regional Centre, Bikaner.

Resolved that a committee for donations and external help be constituted consisting of the following :-

1. Director, College Education, Government of Rajasthan, Jaipur.
2. Director, Planning & Development, Kota Open-University, Kota.
3. Legal Adviser, Kota Open University, Kota.
4. Superintending Engineer, P.W.D., Kota.
5. One nominee of the Vice-Chancellor.

The committee may decide various conditions for accepting donations and external help.

Item No. 20

To decide about allowing additional increments to Assistant/Associate Professors in Education and Journalism on absorption to Kota Open University.

Resolved that in order to be eligible for advance increments they should face Selection Committees. If they do not face the Selection Committees no additional increments may be given. Rajasthan University may be intimated that their bills will not be forwarded by the Kota Open University from November, 1988 onwards if they do not join Kota Open University.

Item No. 21

To decide about the qualifications of the Regional Directors.

Resolved that the qualifications approved for the

post of Associate Professor by the U.G.C. be approved and at least 3 years administrative or managerial experience in educational institutions be made desirable in addition to the qualifications prescribed for Associate Professor.

Item No. 22

To decide about remuneration of language editors of new course material.

Resolved that the language editors be paid a honorarium @ Rs.5/- (rupee five) per page for language editing of the new course material development.

Item No. 23

To approve additional posts of Stenographers of the University.

Resolved that 4 + 4 additional posts of stenographers be approved.

Item No. 24

To decide about the proposals for centralised aptitude test for the Management Course.

The proposal was considered and it was decided that it may be taken on a future date.

Item No. 25

To approve minutes of various Selection Committees for different courses

Resolved to approve the recommendations of various Selection Committees as listed in annexure-5.

Item No. 26

To approve the duties and responsibilities of the Director, Regional Services.

Resolved to approve the duties and responsibilities as given in annexure 3(b) with the provision that in case

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-: 9 :-

a Director of Regional Centre is of the rank of Professor, he/she may if necessary, directly communicate with the Vice-Chancellor.

The meeting ended with a vote of thanks to the chair.

(R.C. Jain)
Registrar
Member-Secretary

Approved

V. R. Mehta
(Prof. V.R. Mehta)
Vice-Chancellor
Chairman

KOTA OPEN UNIVERSITY, KOTA (RAJ:)

Minutes of the 8th Board of Management meeting held on 19th November, 1988 at 10 am at Jaipur Regional-Centre of Kota Open University, Kota.

The 8th Board of Management meeting of Kota Open University, Kota was held at 10 am on 19th November, 1988 at Jaipur Regional Centre of the Kota Open University. The following were present :-

1. Prof. V.R. Mehta,
Vice-Chancellor,
Kota Open University,
Kota.

2. Shri P.B. Mathur,
Secretary to Government,
Department of Education,
Rajasthan,
Jaipur.

3. Mrs. S. Sharma,
Director,
College Education,
Govt. of Rajasthan,
Jaipur.

Minutes of the 8th Board of Management meeting held on 19th November, 1988 at 10 am at Jaipur Regional-Centre of Kota Open University, Kota.

4. Mrs. Savitry Gupta,
Dy. Secretary (Planning)
Govt. of Rajasthan,
Jaipur.

5. Shri D.C. Jain,
Dy. Secretary (Finance)
Government of Rajasthan,
Jaipur.

6. Prof. S.N. Dube,
Director,
Science & Technology,
Kota Open University, Kota.

7. Prof. (Miss) Sushila Agarwal,
Director,
Regional Centre,
Kota Open University, Udaipur

8. Prof. M.D. Agarwal,
Professor of Commerce,
Kota Open University, Kota.

9. Shri R.C. Jain,
Registrar,
Kota Open University, Kota.

12-15/11

The agenda was discussed and itemwise decisions were taken as under :-

Item No. 1 : Confirmation of the minutes of the 7th Board of Management meeting held on 14th October, 1988.

Resolved that the minutes of the 7th Board of Management meeting held on 14th October, 1988 be approved.

Item No. 2 : To report action taken on the last minutes of the Board of Management.

Noted. It was further resolved that the Service Rules approved by the Board of Management be incorporated in the Ordinances of the Kota Open University.

Service Rules

Item No. 3 : To consider about the establishment of New Study Centres.

Resolved that -

(i) All the Regional Centres be provided with the same infrastructure facilities as admissible to the other Study Centres in terms of staff and furniture etc. as they also function as Study Centres.

(ii) In addition to the existing Study-Centres new Study Centres at the following places be established:-

- (1) Kota
- (2) Karauli
- (3) Ajmer
- (4) Jhunjhunu
- (5) Ujjain (M.P)

Item No. 4 To consider about the construction of Permanent Building of the University.

The Registrar informed the members about the progress regarding construction of Permanent Building of the University. He informed that the State Government vide its order No. F3(2)/712/3/88 dated 22nd October, 1988 has allotted 75 acres of land on Rawathbhata Road opposite the new Engineering College Campus @ Rs.1/- per sq. yard. Cost of the land namely Rs.3,63,000/- has been deposited with the U.I.T., Kota. They have however, been requested to give more frontage at the Rawathbhata road. After taking possession of the land a boundary wall is to be constructed to avoid encroachment on this land. The contour planing is to be not done with the help of Engineering College, Kota and then architectural competition is to be called for finalising the design of the building.

ITEM

The Board of Management noted the progress.

Item No. 5 :

To approve the minutes of the meeting of 2nd Finance Committee of Kota Open University.

Resolved that the minutes of 2nd Finance-Committee meeting be approved.

Item No. 6 :

To amend Statute 1(5)(a) of section 16 of the Kota Open University Act-1987.

Resolved that as per the Government order No. F1(20)Edu/3/87 dated 3rd June, 1988 the Chancellor be requested to amend the Statute 1(5)(a) of section 16 of Kota Open University Act-1987 to the effect that the salary of the Vice-Chancellor shall be in the pay scale of Rs.7300-100-7600 with effect from 23rd July, 1987.

Item No. 7 :

Sanction of additional increments to Dr.(Smt.) Raj Rani Bhargava.


Resolved that Dr. Raj Rani Bhargava selected for the post of Associate Professor in Mathematics and Computer Science be given five additional increments in the pay scale of Associate Professor.

Item No. 8 :

Fixing of the rates of proof-reading.

Resolved that the matter of fixing of rates for proof reading be put up for the consideration of the Board of Management after collecting informations from other institutions/universities in this regard. In the meanwhile the Vice-Chancellor be authorised to continue with the existing practice.

The meeting ended with vote of thanks to the chair.


(R.C. Jain)
Registrar

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KOTA OPEN UNIVERSITY, KOTA (RAJ:)

Minutes of the 9th Board of Management meeting held on 17th January, 1989 at 11-30 am at Jaipur Regional Centre of Kota Open University, Kota.

The 9th Board of Management meeting of Kota Open University, Kota was held at 11-30 am on 17th January, 1989 at Jaipur Regional Centre of the Kota Open University.

The following were present :-

1. Prof. V.R. Mehta,
Vice-Chancellor,
Kota Open University,
Kota.
2. Shri P.B. Mathur,
Secretary to Government,
Department of Education,
Rajasthan, Jaipur
3. Shri C.S. Rajan,
Deputy Secretary to Government,
Finance Department,
Rajasthan, Jaipur
4. Ms. Savitry Gupta,
Deputy Secretary to Government,
Planning Department,
Govt. of Rajasthan, Jaipur
5. Mrs. S. Sharma,
Director,
College Education,
Govt. of Rajasthan, Jaipur
6. Prof. S.N. Dube,
Director (SRT),
Kota Open University, Kota
7. Prof. Sushila Agarwal,
Director,
Regional Centre,
Kota Open University, Udaipur
8. Prof. M.D. Agarwal,
Professor in Commerce,
Kota Open University, Kota.
9. Shri R.C. Jain,
Registrar,
Kota Open University, Kota.

The Chairman welcomed Shri C.S. Rajan, Dy. Secretary, (Finance) in the Board of Management meeting.

The Agenda items were discussed and itemwise decision of the Board were taken as under :-

Item No.1: To confirm the minutes of the 8th Board of Management meeting held on 19th November, 1988.

Resolved that the minutes of the 8th Board of Management meeting held on 19th November, 1988 be confirmed.

Item No.2: To report action taken by the Vice-Chancellor. Item No.1 & 2 noted. It was decided that if Dr. Venkat Ramani does not join within 15 days of the receipt of the letter dated 23rd December, 1988 his appointment may be cancelled.

Item No.3: To consider the recommendations of the Examination Committee .

The Board perused the reports of the Examination Committee regarding unfair means cases. It was felt that as per the principles of natural justice the students accused of using unfair means during re-examinations should be given a chance of personal hearing before awarding **penalty** as suggested by the Examination Committee. No advocate or any other person except the student will be allowed to be present at the time of personal hearing. Director (Admission & Evaluation) should convene the meeting of the Examination Committee and inform all the students accordingly.

Item No.4: To consider the matter of purchase of stationary and envelopes worth Rs.50,000/- from M/s.Vaishali Enterprises, Kota.

The Board after going through the record resolved that payment to the firm be made after verification of rates of stationary items and

envelops by a spot committee to be appointed by the Vice-Chancellor. However, the Board took a serious objection to the alleged irregular purchase made by the then Finance Officer and resolved that the matter should be brought to the notice of the Finance Department Government of Rajasthan, Jaipur after full verification of facts.

Item No. 5: To consider about the conveyance charges to be paid to subject experts and members of the committee who use their personal car/ departmental vehicle/taxi etc. for attending meeting of the University.

The Board resolved to authorise the Vice-Chancellor to decide such matters as and when they come up.

Item No. 6: To consider about the increase of staff strength for the office of the Directors (1) Science & Technology (2) Planning & Development (3) Regional Services and (4) Material Production and Distribution of the University.

The Board was of the view that instead of assessing the staff needs of individual officers and officials and exercise should be done to assess the needs of the University as a whole particularly for the reason that when this University was created no such exercise was undertaken and the needs of an Open University are quite different from that of a Conventional University. The Board resolved to constitute the following committee to undertake the exercise and give its recommendations to the Board of Management regarding overall needs of staff in the University at the earliest.

1. Prof. S.N. Dube, Chairman
Director (S&T), KOU
2. One Nominee of the Member
Education Secretary, GOR
3. One Nominee of the Member
Finance Secretary, GOR
4. Director, Member
Regional Services, KOU
5. Registrar, KOU Member Secretary

Item No. 7 : To consider the recommendations of various Selection Committees

The recommendations of Selection Committee for the post of Professor in Education was approved (Annexure 'A')

Item No. 8 : To consider the recommendations of the Screening Committee in case of B.Ed. teaching staff of erstwhile Institute of Correspondance Studies, Jaipur.

The recommendations of the Screening Committee were perused by the Board and after delebrations it was resolved that B.Ed teachers of erstwhile Institute of Correspondance Studies, Jaipur may be given additional increments on joining Kota Open University. It was resolved to grant two additional increments to teachers joining on the same post whose length of service is less than 12 years and 4 additional increments to teachers having put in more than 12 years of service. These increments will be given to teachers of education who join on the same post. Those who do not apply for absorption in Kota Open University may be reverted back to the University of Rajasthan, Jaipur. (Annexure - 'B')

Item No. 9 : To consider about the conversion of posts of L.D.C./U.D.C. into Section Officer/Assistant-Registrar.

Resolved to refer this matter to the committee constituted under item No. 6.

Item No. 10: To consider about the Co-ordination between Kota Open University and Indira Gandhi National Open University, New Delhi as well as the Open University network.

It was brought to the notice of the Board that for courses borrowed from IGNOU, Kota Open University is paying printing cost and 50% charges extra of the printing cost for their material. This comes to an exorbitant amount. It was resolved that IGNOU should be requested either to charge some one time fee for developing the course and allow Kota Open University to get the study material developed by the IGNOU printed at its own level or the extra charges should be waived. The Registrar was authorised to take up the matter with the IGNOU authorities. It was further resolved that the case IGNOU does not accept our request, the University may go ahead with preparation of the teaching material at its own level.

Item No. 11: To consider about Rules, Regulations, Statute & Ordinance for the conduct of Examinations during the session 1988-89.

The Board resolved that a committee consisting of the following be constituted for framing the rules and regulations, statutes and ordinances for the conduct of examinations for courses started by the University in the Open University pattern.

1. Prof. S.N. Dube,
Director (S&T), KCU - Chairman
2. Dr. M.C. Gupta,
Rtd. Professor of
Mathematics, Jaipur - Member
3. Shri D.C. Pant,
Director (Admn. & Evaluation)
IGNOU, New Delhi - Member

4. Shri Yogeshwar Sharma,
Director (P&D), KCU - Member
5. Shri Gyanendra Arora,
Principal,
Govt. Autonomous College,
Kota. - Member
6. Shri A.P. Mathur,
Director (A&E), KCU - Member Secretary

It was further resolved that the rules and regulations; statutes and ordinances of the concerning University be applied mutatis and and mutandis for the conduct of examinations in respect of correspondance courses inherited from the University of Rajasthan, Jaipur and the Mohan Lal Sukhadia University, Udaipur

Item No. 12:

Approval of the recommendations of the committee constituted for staffing pattern/ equipments for Regional Centres.

Initially it was proposed to have the following staff at the Regional Centres

1. Section Officer -1
2. Accountant/Asstt-1
3. L.D.C. -1

On demand from the Regional Centres to increase staffing strength a committee consisting of the following was constituted by the Vice-Chancellor-

1. Professor S.N. Dube,
Director, Science & Technology
2. Dr. C.N. Jain,
Director, Regional Services
3. Shri Yogeshwar Sharma,
Director, Planning & Development
4. Shri R.C. Jain,
Registrar

to give its recommendations in this regard. Looking to the needs of the Regional Centres the committee has recommended that in addition to the above posts the following staff should also be provided to the Regional Centres.

1. Stenographer -1
2. I.D.C. -1
3. Library Asstt (in the grade of L.D.C) -1

In addition to the above the committee has also recommended that each of the Regional Centre should be equipped with the following equipments :-

1. Photocopyer -1
2. Duplicating Machine -1
(hand operated)
3. Typewriter(English) -1
4. Typewriter(Hindi) -1

Resolved to approve the above proposal with the condition that initial expenditure for these posts and equipments be incurred from resources of the University.

Item No. 13: To consider about the additional part-time clerk and peon for Co-ordinators of Study-Centers.

Resolved to approve the proposal.

Item No. 14: To consider about the appointment of Press-Constultant.

This item was withdrawn

Item No. 15: To appoint a Consultant to co-ordinate the work of the development of the course in Bio-Technology.

The Board resolved to authorise the Vice-Chancellor to appoint a Consultant on usual terms and conditions.

Item No. 16: To consider about the exemption of tuition fee to the University employees.


Resolved to refund 25% of the fee or Rs.500/- whichever is less to the employees taking-up the course of the Kota Open University. As there is no tuition fee for our courses, the members were of the view that before deciding the matter details from other institutes particularly the erstwhile institute of correspondence studies Jaipur and Udaipur should be collected and this matter should be placed before the Board of Management, and resolved to postpone the matter to the next meeting. It was further resolved that details of such exemption in other University and the erstwhile Institute of Correspondance Studies be obtained for the perusal of the Board.

Item No. 17: To decide about the payment of fee to the P.W.D. for issuing fair rent certificate in respect of building taken on rent by the University.

The Board resolved that in view of the notings of the Registrar on the file the payment made to the PWD on this account till 17th January, 1989 be regularised. It was further resolved that in future the owner of the building shall be required to pay the charges as it is the responsibility of the owner to produce the fair rent certificate.

The meeting ended with a vote of thanks to the chair.


(R.C. Jain)
Registrar

Approved 
(Prof. VR Mehta)
Vice-Chancellor

MINUTES OF THE 10TH MEETING OF THE BOARD OF MANAGEMENT
OF KOTA OPEN UNIVERSITY, KOTA, HELD ON 5 - 5- 1989.

The 10th meeting of the Board of Management of Kota Open University was held on 5th May, 1989 at 11-00 AM at Jain Bhavan, Station Road, Kota.

The following members were present in the meeting :-

1. Prof. V. R. MEHTA, .. CHAIRMAN
Vice-Chancellor,
Kota Open University,
Kota.
2. Shri P. B. MATHUR, IAS,
Secretary, Ministry of
Education, Govt of Rajasthan.
3. Prof. S. N. DUBE,
Director, Science & Technology,
Kota Open University, Kota.
4. Prof. S. AGARWAL,
Director, Regional Centre, Udaipur.
5. Prof. M. D. AGRAWAL,
Professor of Commerce,
Kota Open University, Kota.
6. Shri R. C. JAIN,
Registrar, Kota Open University,
Kota.

The following were also present in the meeting as special invitees :-

1. Shri M. P. MATHUR,
Director (A&E), Kota Open University,
Kota.
2. Dr. C. M. JAIN,
Director, Regional Services,
Kota Open University, Kota.

12/5/89

The Vice-Chancellor at the outset informed the Hon'ble Members that Kota Open University has been enlisted by the University Grants Commission for all purposes including Institutional Development Grant under Section 12-B of the U.G.C. Act without any conditions. He thanked the State Government and especially the Education Secretary, Govt of Rajasthan, and the Vice-Chancellor, Indira Gandhi National Open University who extended all available help to the University in getting the approval. He also informed that the U.G.C.'s Visiting Team has recorded its appreciation

with all constraints regarding the staff, etc. He also thanked all the Officers, Teachers and Staff of the University with whose active co-operation this achievement was made possible.

Thereafter, the Agenda items were discussed by the members and the following decisions were taken :-

Resolution No. 1
(Agenda Item No.1) : To confirm the minutes of the 9th Board of Management meeting held on 17-1-1989,

The minutes of the 9th meeting of the Board of Management held on 17-1-1989 were confirmed.

Resolution No. 2
(Agenda Item No.2) : To report action taken on the minutes of the Board of Management meeting held on 17-1-1989 (Annexure 'A').

Noted.

Resolution No.3
(Agenda Item No.3) : To report action taken by the Vice-Chancellor,

(i) The term of appointment of Prof.Sushila Agrawal as Director, Regional Centre, Udaipur has been extended further till a regularly selected candidate joins her duty.

(ii) The term of appointment of Dr. Y.S. Mehta as Director, Regional Centre, Jodhpur has been extended further till a regularly selected candidate joins his duty.

Noted.

Resolution No. 4
(Agenda Item No.4) : To nominate two members to the Finance Committee.

RESOLVED to nominate Prof. S.N. Dube, Director (S&T), Kota Open University, Kota, and Prof. B.S. Sharma, Pro-Vice-Chancellor, Indira Gandhi National Open University, New Delhi, under the Statute 10(f) of the Kota Open University Act as the members of Finance Committee of the University for a period of one year.

Resolution No. 5
(Agenda Item No.5) : To consider the recommendations of the Committee constituted by the Board of Management meeting held on 17-1-1989 vide Resolution No. 6, regarding the staffing pattern for the University.

RESOLVED to approve the staffing pattern (Annexure-1) as suggested by the Committee constituted by the Board of Management.

" 5.1), RESOLVED further that these posts may be created from the University's own resources and it will be the first charge to any grant received from the State Government. The Vice-Chancellor was authorised to fill-up these posts in phases looking to the needs of the University and the availability of finances with the University.

Resolution No. 6
(Agenda Item No.6) : To consider implementation of the University Grants Commission recommendations with regard to the revision of pay scales for Registrar, Dy.Registrar, Asstt.Registrar and equivalent posts :

Withdrawn.

Resolution No. 7
(Agenda Item No.7) : To constitute Sports Committee of the University.

RESOLVED to constitute a Sports Committee comprising the following members :-

- (1) ONE member of the Board of Management.
- (2) ONE director to be nominated by the Vice-Chancellor.
- (3) ONE professor to be nominated by the Vice-chancellor.
- (4) TWO teachers to be nominated by the Vice-Chancellor.
- (5) ONE director of the Regional Centre by rotation.
- (6) ONE officer (non-teaching) by seniority.
- (7) ONE employee (non-teaching) with sports background to be nominated by the Registrar.

The Chairman of the Sports Committee will be the senior most member from amongst the local members.

Resolution No. 8
 (Agenda Item No.8) : To consider the revision of rate of honorarium for Chief Cordinator, Cordinator and Asstt. Cordinator for the Study Centres.

RESOLVED to approve the following rates of honoraria for the part-time staff at the Study Centres :-

- | | | | |
|----------------------------------|---|-----------|------------|
| (1) Chief Cordinator (Principal) | : | Rs.300/- | per month. |
| (2) Cordinator .. | : | Rs. 500/- | " |
| (3) Asstt.Cordinator .. | : | Rs.400/- | " |
| (4) Part-time Clerk .. | : | Rs.150/- | " |
| (5) Part-time Peon .. | : | Rs.100/- | " |
| (6) Part-time Librarian | : | Rs.100/- | " |

Resolution No. 9
 (Agenda Item No.9) : To consider the proposal for hiring of accommodation from Lachoo Memorial College of Science, Jodhpur, for the Regional Centre of Jodhpur.

RESOLVED to authorise the Vice-Chancellor to constitute a committee to decide about the requirements of building for the Jodhpur Regional Centre and to negotiate the rent and other matters with the Lachoo Memorial College of Science, Jodhpur.

Resolution No.10
 (Agenda Item No.10) : To consider about the establishment of new Regional Centres at Kota and Ajmer.

RESOLVED to approve the proposal for establishment of new Regional Centres at Kota and Ajmer.

Resolution No.11
 (Agenda Item No.11) : To consider about the revision of rates of honorarium to Invigilators for University examinations.

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RESOLVED to approve the following rates for the University examination work :-

- | | | | |
|-----------------------------|---|---------|-----------|
| (1) Superintendent .. | : | Rs.35/- | per shift |
| (2) Addl.Superintendent .. | : | Rs.30/- | " |
| (3) Asstt.Superintendent .. | : | Rs.25/- | " |
| (4) Invigilator .. | : | Rs.20/- | " |
| (5) Ministerial staff .. | : | Rs.10/- | " |
| (6) Daftary .. | : | Rs. 8/- | " |
| (7) Peon .. | : | Rs. 6/- | " |
| (8) Electrician, etc. .. | : | Rs. 6/- | " |

Provided that :-

- (a) In Delhi, an extra amount of Rs.10/- per shift shall be allowed to all cadres stated above.
- (b) The staff does not get privilege leave in lieu of duty done on behalf of Kota Open University.

Resolution No.12
(Agenda Item No.12) : To decide about the mode of recruitment of Lower Division Clerks (LDCs).

RESOLVED that the post of Lower Division Clerks (LDCs) including that of reserved categories be filled through open recruitment by advertising in the State level Newspapers.

Resolution No.13
(Agenda Item No.13) : To decide about the recruitment of Upper Division Clerks (UDCs) through open Selections.

RESOLVED to approve the proposal that 50% posts of UDCs may be filled up through open selection. This will be a one-time measure applicable for one year only.

Resolution No.14
(Agenda Item No.14) : To consider about the sanctioning of conveyance loan to temporary employees and the employees on probation in the University.

RESOLVED that conveyance loans should only be sanctioned to confirmed employees.

" 14(1) RESOLVED further that those employees of the University who have put in 3 or more years of continuous service in some other University prior to joining Kota Open University may be confirmed after one year of probation instead of two years if their work is found satisfactory. The rules in this regard may be amended accordingly.

Resolution No.15
(Agenda Item No.15) : To nominate one person in place of Director, College Education on the Selection Committee for Asstt.Registrar.

RESOLVED to authorise the Vice-Chancellor to nominate one person in place of Director, College Education, on the Selection Committee for Asstt.Registrar.

Resolution No.16
(Agenda Item No.16) : To consider about the amendment of Statutes of Kota Open University as advised by the University Grants Commission and Indira Gandhi National Open University (Annexure 'F').

RESOLVED that the Statutes of the Kota Open University Act may be amended as follows as per the advice given by the University Grants Commission and Indira Gandhi National Open University :-

Existing Provision :

Statute 3(1) :

A person shall be appointed as Director by the Vice-Chancellor.

3 (1)(i) :

In case of such person being a teacher in the University, on the recommendation of the Board of Management.

5(1) :

The Finance Officer of the University shall be appointed by the Vice-Chancellor on the recommendation of the Board of Management. Such recommendations of the Board shall be made from the panel of names sent by the Selection Committee constituted for the purpose by the said Board.

5(2) :

The Finance Officer shall be a whole-time Officer and shall work under the control of the Vice-Chancellor and the Board of Management.

5(6)(i) :

To call for any information or report necessary for his work from any office of the University, Regional Centres, Study Centres or other institutions maintained by the University.

6(1) :

The Vice-Chancellor may appoint a person as the Controller of Examinations on the recommendation of the Selection Committee constituted for the purpose by the Board of Management.

Proposed Provision :

Statute 3(1) :

A person shall be appointed as Director by the Board of Management on the recommendation of the Vice-Chancellor.

3(1)(i) :

In case of such person being a teacher in the University, on the recommendation of the Vice-Chancellor.

5(1) :

The Finance Officer of the University shall be appointed by the Board of Management on the recommendation of the Selection Committee constituted for the purpose by the Board.

5(2) :

The Finance Officer shall be a whole-time Officer and shall work under the control of the Vice-Chancellor.

5(6)(i) :

To call for any information or report necessary for his work from any Office, Regional Centres, Study Centres of the University.

6(1) :

The Controller of Examinations shall be appointed by the Board of Management on the recommendation of the Selection Committee constituted for the purpose by the said Board.

7(i) :

- (i) Special Secretary to the Government, Planning Department, Govt of Rajasthan.
- (j) Director, College Education, Govt. of Rajasthan.
- (k) One member of the Rajasthan Legislative Assembly as nominated by the Speaker in consultation with the State Government.
- (m) Registrar of the University - Member-Secretary.

7(1) :

- (i) To be deleted.
- (j) To be deleted.
- (k) To be deleted.
- (m) Registrar of the University - Secretary.

7(5) The term of office of a nominated Member shall be one year.

7(5) The term of office of a nominated Member shall be two years.

7(6)

A Secretary to the Government who is for any reason, unable to attend any meeting of the Board as its Member may depute any officer subordinate to him to attend such meeting.

7(6)

A Secretary to the Government who for any reason unable to attend the meeting of the Board as its member, may depute an Officer of his Department not below the rank of a Special Secretary/Director of COLLEGE Education to attend the meeting.

8(1) (d) :

Two professors as may be nominated by the Vice-Chancellor.

8(1) (d) :

All professors of the University, two Readers and two Lecturers of the University by rotation.

8(1) (h) :

Secretary to the Government, Education Department, Government of Rajasthan.

8(1) (h) :

To be deleted.

8(2) :

The Academic Council shall co-opt not exceeding three persons in the Council having specialized knowledge.

8(2) :

To be deleted.

8(4) :

The term of office of a nominated member shall be one year.

8(4) :

The term of office of a nominated member shall be two years.

9(1) :

The Planning Board shall consist of the following members, namely :-

- (a) Vice-Chancellor, Ex-Officio Chairman.
- (b) A nominee of the Board of Management.
- (c) Secretary to the Government, Finance Department.
- (d) Finance Officer - Member-Secretary.

9(1) :

The Planning Board shall consist of the following members, namely :-

- (a) Vice-Chancellor, Ex-Officio Chairman.
- (b) A nominee of the Board of Management.
- (c) Special Secretary (Planning), Government of Rajasthan.
- (d) Education Secretary, Govt of Rajasthan & Director (P&D), Kota Open University, Kota.
- (e) One distinguished academics and two persons from other professions, eg: industry, agriculture, etc.

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9(1) :

9(1) :

- (f) A nominee of Indira Gandhi National Open University.
- (g) Registrar of the University - Member-Secretary.

9(2) :

The term of office of a nominated member shall be one year.

9(2) :

The term of office of a nominated member shall be two years.

10(1)(g) :

Director, College Education, Govt of Rajasthan.

10(1)(g) :

To be deleted.

10(3) :

A nominated member of the Finance Committee shall hold office for a term of one year.

10(3) :

A nominated member of the Finance Committee shall hold office for a term of two years.

11(1)(d) :

Heads of Institutions.

11(1)(d) :

To be deleted.

19(4) :

The Heads of recognized Institutions shall have power to take disciplinary action against any student of the Institutions.

19(4) :

To be deleted.

Statute 20 :

To be added for the School of Studies.

Statute 20 :

- (1) There shall be such number of Schools of Studies as the University may determine from time to time.
- (2) The Constitution, powers and functions of the Schools of Studies shall be prescribed by the Statutes.

Resolution No. 17

(Agenda Item No.17) : To decide about delegation of financial powers to Unit Heads.

- (a) RESOLVED that in order to streamline the functioning of the various units of the University, the Unit Heads should be delegated with financial powers in respect of purchases for their Units upto the budget provisions for the respective units.
- (b) RESOLVED further that the Unit Heads will issue purchase orders against their requirements following normal Purchase Procedures and send the bills for payment to the Finance Officer of the University. The Treasury Function shall remain centralised.
- (c) RESOLVED further that although the Unit Heads will be authorised

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to issue purchase orders of any value, the prior sanction of the Vice-Chancellor will be required if the order value exceeds Rs.50,000/- (fiftythousand) at a time.

Resolution No. 18
(Agenda Item No.18) : To consider about the approval of recommendations of various Selection Committees :-

RESOLVED to approve the recommendations of the Selection Committees for the posts of Associate Professors in Library Science (Annexure-2), Associate Professors in Journalism (Annexure-3) and Director, Regional Centres (Annexure-4).

- (a) RESOLVED further that the term of appointment of Prof. Sushila Agrawal, Director, Regional Centre, Udaipur, may be extended upto 31-8-1989.

Resolution No. 19
Sup.Agenda Item No.1) : Confirmation of the minutes of the Building Committee meeting held on 24-2-1989 :-

- (1) RESOLVED to confirm the minutes of the Building Committee meeting held on 24th February, 1989.
- (2) RESOLVED to pay the charges for countour survey as approved by the Engineering Colege, Kota.
- (3) RESOLVED that the construction^{work} of the boundary wall of the University campus be got done either through Urban Improvement Trust, Kota, or Public Works Department.
- (4) RESOLVED to approve the scheme of plantation on the University campus and to have tube wells dug through the Ground Water Department or Public Health Engineering Department.
- (5) RESOLVED to authorise the Vice-Chancellor to constitute a jury for the Architectural Competition for the campus planning of the University.

The following names may also be considered, amongst others, by the Vice-Chancellor for inclusion in the jury :-

- (1) Prof. V. P. RAORI,
Director, Institute of Architecture & Town Planning, New Delhi.
- (1) Prof. Suryakant Patel,
Professor & Head, Deptt. of Architecture,
M.S. Unavarsity, Baroda (Gujarat).

- (3) Shri Kalvinde,
Partner, M/s. Kalvinde, Rai & Chowdhury,
14-F, Connaught Place, Central Circle,
New Delhi.
- (4) Mrs. Kapila Vatsayan,
- (5) Shri S. K. Sharma,
Chairman, HUDCO.
- (6) Shri Surendra Kumar,
Divisional Commissioner, Kota.
- (7) Shri K. Sarin,
Director-General (Roads), Govt of India,
New Delhi.
- (8) Shri Lorrie Baker,
Architect.
- (5) RESOLVED further to have the Registrar as Secretary
of the jury.
- (6) RESOLVED to approve the scheme of Architectural
Competition as communicated to the participating
Architects.

Resolution No. 20
(Sup. Agenda Item No. 2) : To decide about the honoraria to be paid
to the eminent architects for being a
member of the jury for our Architectural
Competition.

RESOLVED that the travelling, boarding, lodging and
local hospitality for the members of the jury of the
Architectural Competition should be arranged by the
University. The Board of Management felt that the
University will never be able to adequately compensate
such eminent Architects for the esteem advice rendered
by them.

The Registrar was authorised to request Prof. Raori
in this regard.

Resolution No. 21
(Sup. Agenda Item No. 3) : Approval of the arrangements worked-out
with the Indira Gandhi National Open
University for re-printing of their
Study material :-

RESOLVED to approve the arrangements worked out with
the Indira Gandhi National Open University, as per
Annexure-5, for re-printing of their study material.

Resolution No. 22 : To decide the mode of recruitment in
(Sup.Agenda Item No.4, the light of the letter received from
the District Collector, Kota.

RESOLVED that the recruitment in the University should be through open Advertisement. However, a copy of the advertisement may also be sent to the Employment Exchange for the use of those who are registered with them. The Collector, Kota may be informed of the arrangement.

Resolution No. 23 : To approve rates of payment to the persons
(Sup.Agenda Item No.5) delivering demonstration-cum-discussion lectures of (i) Audio tapes and (ii) Video-tapes :-

RESOLVED to approve the following rates of honoraria to persons giving demonstration-cum-discussion/lecture of 30/40 minutes duration :-

- | | | |
|---------------------|----|----------|
| (1) For Audio tapes | .. | Rs.250/- |
| (2) For Video tapes | .. | Rs.500/- |

- (1) RESOLVED further to pay Rs.750/- per lesson for Post-Graduate courses to the lesson writers.

Resolution No. 24 : To decide about the sitting fees to
(Sup.Agenda Item No.6) non-official members of the committees appointed by the Board of Management and Selection Committees :-

RESOLVED to confirm the payment of Rs.100/- per meeting to the External Members of the ^{Board} Committee appointed by the Board of Management and Selection Committees as per the earlier decision of the Board which somehow could not be recorded.

Resolution No. 25 : To approve the minutes of the IV th
(Sup.Agenda Item No.7) meeting of the Academic Council held on 4-5-1989.

RESOLVED to approve the minutes of the IVth meeting of the Academic Council held on 4th May, 1989 (Annexure-6).

Resolution No. 26
(Agenda Item No. 19) : With the approval of the Chair :

- (1) RESOLVED to authorise the Vice-Chancellor to open new Study Centres for a minimum of 300 to 500 students as per his power subject to the requirements and availability of funds.
- (2) RESOLVED further to authorise the Vice-Chancellor to open Specialized Study Centres for the B.Ed. course subject to the requirements and availability of funds.

The meeting concluded with a Vote of Thanks to the Chair.

R. C. Jain
R. C. JAIN,
REGISTRAR &
MEMBER-SECRETARY.

CONFIRMED.
V. R. Mehta
PROF. V. R. MEHTA,
VICE-CHANCELLOR,
CHAIRMAN.

KOTA OPEN UNIVERSITY, KOTA (RAJ.)

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Minutes of the 11th Board of Management meeting of Kota Open University, Kota held on 12th July, 1989 at Pushpa Niwas, 133, Civil Lines, Station Road, Kota.

Following members were present in the meetings:-

1. Prof. V.R. Mehta,
Vice-Chancellor
2. Prof. S.N. Dube,
Director (S&T)
3. Prof. M.D. Agarwal,
Professor of Commerce,
4. Prof. (Miss) Sushila Agarwal,
Director,
Regional Centre, Udaipur
5. Shri M.L. Sharma,
Officer on Special Duty (Higher Education)
Department of Education,
Government of Rajasthan, Jaipur
(Nominee of the Secretary,
Department of Education, Raj., Jaipur)
6. Miss. Savitri Gupta,
Deputy Secretary, SOP
Government of Rajasthan,
(Nominee of the Special Secretary,
Planning Department, Rajasthan, Jaipur)
7. Shri R.C. Jain,
Registrar.

Following officers of the Kota Open University also attended the meeting as special invitees:-

1. Dr. C.M. Jain,
Director,
Regional Services.
2. Shri Yogeshwar Sharma,
Director,
Planning & Development.
3. Shri R.K. Sharma,
Finance Officer.

Resolution No. 1: : To confirm the minutes of the
(Agenda item.1) meeting held on 5th May, 1989.

Resolved to confirm the minutes
of the Board of Management meeting
held on 5th June, 1989.

contd...2/-

Resolution No. 2
(Agenda item 2)

: To report action taken on the minutes of the Board of Management meeting held on 5th May, 1989.

Noted.

Resolution No. 3
(Agenda item 3)

: To decide about the vacations of teaching faculty of Kota Open-University, Kota.

Resolved to postpone the matter.

Resolution No. 4
(Agenda item 4)

: To decide about engaging a Consultancy Organisation for Computerization in the University.

Resolved to constitute the following committee to examine the proposals received and advise the Board on the matter of computerization.

1. Prof. S.N. Dube,
Director (S&T) - Chairman
2. Prof. A.V.Ramanujam,
Principal,
Engineering College,
Kota, - Member
3. Prof. M.K. Jain,
Dy. Director,
I.I.T., New Delhi - Member
4. Dr. (Smt.) R.R. Bhargava,
Associate Professor
Mathematics &
Computerization. - Member
5. Shri Yegeshwar Sharma,
Director (P&D) - Secretary

Resolution No. 5
(Agenda item 5)

: To confirm the Permanent Building (Capital Works) committee meeting held on 5th June, 1989.

Resolved to approve the proceedings of the permanent building (capital works) committee meeting held on 5th June, 1989 and 4th July, 1989 and also resolved to approve the minutes of the Negotiating Committee (appointed by the Permanent Building Committee) meeting held on 5th July, 1989. (The above proceedings are enclosed at Annexure 'A').

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Resolution No. 6:
(Agenda item 6)

: To confirm the proceedings of various Selection Committees.

Resolved to approve the recommendations of the Selection Committees for the posts of Deputy Registrar and Assistant Registrar held on 24th June, 1989.

(Proceedings of the above Selection Committees enclosed at Annexure 'B')

Resolution No. 7:
(Supp. Agenda item-1)

: To approve the recommendations of the committee regarding rules for fixation of pay D.P.C. procedure and qualifications for certain posts.

Resolved to approve the recommendations of the committee appointed by the Vice-Chancellor. However, for the year 1989-90 the minimum experience required in case of ~~xx~~ graduate L.D.Cs for promotion to the post of U.D.C. may be relaxed to two years if suitable candidates with three years experience are not available.

Resolution No. 8:
(Supplementary
Agenda item 2)

: To approve reducing the quota of promotion of the level of Assistant Registrar and Deputy Registrar.

Resolved to reduce the quota of promotion to the post of Assistant Registrar and Deputy Registrar from 50% to 25% as per U.G.C. norms.

Resolution No. 9
(Supplementary
Agenda item 3)

: To consider about giving a regular pay scale to Shri S.M.S. Bhargava, Assistant Librarian.

Resolved to approve payment of Rs. 4000/- per month or his last pay minus pension benefit, whichever is less, to Shri S.M.S. Bhargava who is an employee on contract as Assistant Librarian with the University.

Resolution No. 10
(Table item No.1)

: To consider regularization of the services of fixed pay and daily wage employees.

(1) Resolved that as per the earlier

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decision of the Board of Management and in view of the special circumstances in which these employees were ^{person} engaged, working on daily wages or fix pay on the post of L.D.C. may be exempted from appearing in the written test. They will however have to appear for the type test and personal interview along with the candidates coming through written test. This would only apply to the persons who have put in more than 240 days services in the University.

ii) Further resolved that selection for the posts of drivers and class IV ^{may be made from the pool of names} ~~names may be obtained~~ from the Employment Exchange in the ratio of 1:5 and the internal candidates having put in more than 240 days of service in the University. Names may also be called from the employment exchanges situated at our Regional Centres proportionate to the vacancies there

iii) Further resolved that considering the special nature of recruitment, ^{for} nature of recruitment selection to the posts of L.D.Cs, drivers and class IV employees a high powered Recruitment Board consisting of the following members be constituted :-

1. Prof. S.N. Dube,
Director (S&T)
2. Prof. M.D. Agarwal,
Professor of Commerce,
3. Shri Yogeshwar Sharma,
Director (P&D)
4. Shri P.C. Jain,
Registrar.

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Resolution No.11 : Withdrawn.
(Table item No.2)

Resolution No.12 : To consider minimum qualification for Library Staff such as Librarian, Deputy Librarian, Asstt. Librarian, Sr. Technical Assistant, Book Attendant & Documentation

and information officer.

Resolved to approve the qualifications approved by the University of Rajasthan for professional and technical posts in the Library.

Resolution No.13
(Table item No.4)

To consider payment of special pay and allowances and other facilities to different category of employees.

Resolved to appoint the following committee to look into the matter and give its recommendations for the consideration of the Board of Management:-

1. Prof. R.P. Srivastava - Chairman
2. A Nominee of Secretary,
Department of Education
Rajasthan, Jaipur. - Member
3. A Nominee of Secretary,
Finance Department,
Rajasthan, Jaipur. - Member
4. Dr. C.M. Jain,
Director,
Regional Services - Member
5. Shri Yogeshwar Sharma - Member
Director (P&D)
6. Shri R.K. Sharma,
Finance Officer - Member

The meeting ended with a vote of thanks to the chair.


(R.C. Jain)
Registrar

Minutes of the Special meeting of the Board of Management of Kota Open University, Kota was held on 21st July, 1989 at Pushpa Niwas, Station Road, Kota. Following were present :-

1. Prof. V.R. Mehta,
Vice-Chancellor.
2. Prof. D.D. Joshi,
Pre-Vice-Chancellor,
Indira Gandhi National Open University,
New Delhi.
3. Prof. S.N. Dube,
Director (S&T)
4. Prof. M.D. Agarwal,
Professor of Commerce.
5. Prof. Sushila Agarwal,
Director,
Regional Centre,
Udaipur.
6. Shri R.C. Jain,
Registrar

Following were also present as special invitees :-

1. Shri Yogeshwar Sharma,
Director (P&D)
2. Shri R.K. Sharma,
Finance Officer

At the outset the Vice-Chancellor welcomed Prof. D.D. Joshi, Pre-Vice-Chancellor, Indira Gandhi National Open University in the meeting as this was his first meeting as a member of Board of Management.

The following decisions were taken after deliberations:-

Resolution No. 1 : To approve the budget provisions as approved by the Finance Committee held on 21st July, 1989.
(Agenda Item. 1)

Resolved to approve the budget estimates for the year 1989-90 and revised estimates for the year 1988-89 as approved by the Finance Committee. The Board further resolved to approve the minutes of the 3rd meeting of the Finance Committee held on 21st July, 1989. (Annexure 'A' & 'B' enclosed)

The meeting ended with a vote of thanks to the chair

Approved

Sd/-
(Prof. V.R. Mehta)
Vice-Chancellor

(R.C. Jain)
Registrar

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KOTA OPEN UNIVERSITY, KOTA (RAJ:)

Minutes of the 12th Board of Management meeting held on 19th October, 1989 at Vice-Chancellor's Secretariat at Pushpa Niwas, Station Road, Kota.

The following were present in the meeting :-

1. Prof. V.R. Mehta,
Vice-Chancellor,
Kota Open University, Kota - Chairman
2. Shri Hari Mohan Mathur, - Member
Secretary to Government
Department of Education,
Rajasthan, Jaipur.
3. Prof. R.P. Srivastava, - Member
Professor of Education,
Kota Open University, Kota.
4. Dr. C.M. Jain, - Member
Director,
Regional Services,
Kota Open University, Kota
5. Dr. R.P. Joshi, - Member
Director,
Regional Centre, Jaipur
Kota Open University,
6. Shri R.C. Jain, - Member Secretary
Registrar,
Kota Open University.

At the outset the Vice-Chancellor welcomed the new members present in the meeting S/Shri Hari Mohan Mathur, Prof. R.P. Srivastava, Dr. C.M. Jain and Dr. R.P. Joshi. The Board of Management ^{also} resolved to record its appreciation of the services rendered by outgoing members Prof. S.N. Dube, Prof. (Miss) Sushila Agarwal, Prof. M.D. Agarwal. It further resolved to record its thanks to another outgoing member Shri P.B. Mathur, Secretary to the Government of Rajasthan for his guidance and co-operation as Education Secretary and a member of the Board.

The agenda items were discussed and after due deliberations the following decisions were taken:-

Resolution No.1 : To confirm the minutes of the Board
(Item No. 1) of Management meeting held on 12th
July, 1989 and the Special meeting
held on 21st July, 1989.

Resolved to confirm the minutes of

the Board of Management meeting held on 12th July and the Special meeting held on 21st July, 1989.

Resolution No.2: To report action taken on the minutes of the meeting held on 12th July and the Special meeting held on 21st July, 1989.
(Item No. 2)

Noted.

Resolution No.3: To approve the minutes of the Academic-Council held on 18th October, 1989.
(Item No. 3)

Resolved to approve the minutes of the Academic Council meeting held on 18th October, 1989.

(Annexure -I.)

Resolution No.4: To approve the minutes of the Capital-Works Committee (Permanent Building Committee) held on 16th October, 1989.
(Item No. 4)

Resolved to approve the minutes of the Capital Works Committee (Permanent Bldg. Committee) held on 16th October, 1989

Annexure-II.)

Resolution No.5: To approve the recommendations of various Selection Committees.
(Item No. 5)

Resolved to approve the recommendations of Selection Committees held for the post of Associate Professor in Education and Assistant Professor in Education and Controller of Examination. (Annexure-III-(a), (b) & (c).

Further resolved to approve the recommendations of the Selection Committee appointed vide resolution No.6 of the Board of Management meeting held on 9th January, 1988 for making emergency arrangements for the two Regional Centres approved recently by the Board of Management at Ajmer and Kota.

It is further resolved that till the formalities of the creation of the posts of Director, Regional Centres for these

new centres are completed by the State-Government Officer-on-Special Duty not exceeding a period of one year may be appointed from the panel suggested by the committee to start the work of new regional centres (Annexure-III (d)).

Resolved further that in accordance with the recommendations of the Selection Committees the Vice-Chancellor is authorised to negotiate their terms and conditions.

Resolution No.6:
(Item No. 6)

To approve the minutes of the meeting of the Committee appointed by the Vice-Chancellor in the matter of deciding the components of tuition fee and waiving of tuition fee and other fees of women candidates/handicaped students.

Resolved to approve the minutes of the meeting of the committee appointed by the Vice-Chancellor in the matter of deciding the components of tuition fees for women candidates/handicaped students (Annexure-IV)

Resolution No.7:
(Item No. 7)

To consider the letter of the Vice-Chancellor, Malanda Open University regarding adoption of Courses developed by the Kota Open University, Kota.

Resolved to approve that the Kota Open-University may allow the Malanda Open-University to adopt different courses prepared by the Kota Open University on the same terms and conditions as agreed to by the Indira Gandhi National Open-University for their courses adopted by the Kota Open University.

Resolution No.8:
(Item No. 8)

To approve rates for the evaluation of Internal assignment as recommended by the Committee appointed on Internal-Assignment as stated below:-

Resolved to approve the following rates for the evaluation of Internal Assignment.

<u>Class</u>	<u>Paper-</u>	<u>Assignment</u>
	<u>setting</u>	<u>Evaluation</u>

1. U.C. level courses (Certificate, Diploma and Degree etc.) Rs.75/- Rs.2/-per assignment
2. P.C. level courses (Certificate, Diploma and Degree etc.) Rs.110/- Rs.3/- per assignment

Besides the above the Study Centres shall be allowed the payment of Re.1/- (rupee one) per student towards handling charges.

Resolution No.9:
(Item No. 9)

To sanction two posts of Director, Regional Centre.

Resolved to approve the creation of two new posts of Director, Regional-Centres. The State Government may be requested to approve the same.

Resolution No.10: 1)
(Table Item No.1)

The Board of Management resolved that Prof. A.V. Ramanujam, retired Principal of Engineering College, Kota may be appointed as a Consultant to co-ordinate the work of construction of Permanent Building campus as recommended by the Capital Works Committee (Permanent Building Committee) held on 16th October, 1989 vide item No. 5(1).

It was further resolved that Prof. A.V. Ramanujam be paid Rs.1500/- per month as fee plus Rs.500/- for conveyance charges. Re-imbusement of actual telephone bills as per rules.

- ii) Resolved that daily wages class III and class IV employees who have put-in more than 240 days of service in the University may be given fix pay namely; Rs.880/- p.m. in case of Class III employees and Rs.700/- p.m. in case of class IV employees

It was further resolved that all fix-pay employees may be screened by the High-

Power Selection Board constituted by the Board of Management for recommending the names for regular pay scales subject to the availability of vacancies in the University.

It was further resolved that the practice of engaging daily wage employees should be stopped forthwith so that this type of problems does not arise again.

Resolution No. 11:
(Supp. Item No.1)

To upgrade the post of Controller of Examination (Pay Scale 2975-4150) to the post of Director (Admission and Evaluation) (pay scale Rs.4500-7300).

Resolved that the State Government may be requested to up-grade the post of Controller of Examination (pay scale Rs.2975-4150) to pay scale (Rs.4500-7300), in view of the fact that in an Open University the work of Controller of Examination is much different than in a Conventional University. The Controller of Examination in an Open-University ~~is~~ is responsible for Internal Assignment and admission work. Even for conduct of examinations his responsibilities are far heavier than those of his counterpart in the Conventional system as unlike other Universities in Rajasthan. The University has no colleges attached to it. Consequently the Controller is expected to negotiate and arrange these centres all over Rajasthan and in some cases even outside ^{the} state. This requires that the person should be senior and competent enough to command co-operation and respect from colleges and other centres.

Further resolved that the post of the Registrar (pay scale 2975-4700) should also be up-graded in the pay scale of Rs.4500-7300. This is necessary because in an Open University the working is

While in a
Conventional-
University the

quite different from that of a
Conventional University. Registrar
is the only administrative officer. In
an Open University we have several
administrative officers designated as
Directors. The Directors are in the
pay-scale of Rs. 4500-7300 and as such
it may create problems of coordination
if the post of Registrar remains in a
lower cadre.

Resolution No. 12:
(Supp. item No. 2)

Appointment of a Dy. Registrar against
the post of Controller of Examination
and Secretary to the Vice-Chancellor.

Resolved to approve that two Deputy
Registrars may be appointed against
the vacant posts of Controller of
Examination and Secretary to the Vice-
Chancellor for which suitable persons
have not been found consistently for
two years. This will be a temporary
measure till suitable persons are
recruited for these senior positions.

The meeting ended with a vote of thanks to the chair.

(R.C. Jain)
Registrar

Approved
Sd/-
(Prof. VR Mehta)
Vice-Chancellor

Minutes of the 13th Board of Management meeting held on 23rd January, 1990 at the Vice-Chancellor's-Secretariat at Pushpa Niwas, Station Road, Kota-2.

The following were present in the meeting :-

1. Prof. V.R. Mehta,
Vice-Chancellor,
Kota Open University, Kota - Chairman
2. Prof. D.D. Joshi,
Pro-Vice-Chancellor,
Indira Gandhi National Open-
University, New Delhi. - Member
3. Prof. R.P. Srivastava,
Professor of Education,
Kota Open University, Kota - Member
4. Dr. C.M. Jain,
Director, (Regional Services)
Kota Open University, Kota - Member
5. Dr. R.P. Joshi,
Director (Regional Centre), - Member
Jaipur, Kota Open University
6. Shri R.C. Jain,
Registrar,
Kota Open University, Kota - Member Secretary

The agenda items were discussed and after due deliberations the following decisions were taken :-

Resolution No.1: To approve the minutes of the 12th Board of Management meeting held on 19th October, 1989.

Resolved to approve the minutes of the Board of Management meeting held on 19th October, 1989.

Resolution No.2: To report action taken by the Vice-Chancellor
Noted.

Resolution No. 3: To report action taken on the minutes of the Board of Management meeting held on 19th October, 1989.

Noted.

Resolution No.4: To nominate Prof. R.P. Srivastava, Officer-in-Charge, Library (Professor of Education) to the Library Committee of the

University as a member.

Resolved to include Officer-in-charge, Library as ex-officio member of the Library Committee of the University constituted vide resolution No.13 of the Board of Management meeting held on 14th October, 1988.

Resolution No. 5: To nominate two members to the Provident Fund Committee of the University.

Resolved to nominate the following members to the Provident Fund Committee of the University as nominees of the Board of Management :-

1. Dr. N.M. Kothari,
Retired Director,
College Education, Jaipur.
2. Deputy Secretary,
Finance Department,
Government of Rajasthan, Jaipur.

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The Board further resolved that the Provident Fund Committee may be requested to formulate the rules of business at the earliest.

Resolution No. 6: To approve the minutes of the meeting held by the committee with regard to the conveyance facility for Unit Heads appointed by the Vice-Chancellor.

Resolved to refer the matter of extending conveyance facility to Unit Heads to the committee constituted by the Board of Management for recommending special benefit to officers and staff of the University under the chairmanship of Prof. R.F. Srivastava.

Resolution No. 7: Extension of term of Dr. K.S. Rajora, Deputy Registrar (Adhoc) in the Secrecy Cell of the extension Unit of the University.

Resolved to extend the services of Dr. K.S. Rajora for one year or till a regularly selected candidate joins on the post whichever is earlier.

Resolution No. 8: To decide about engagement of retired personnel beyond the age of 60 years and extension of services in the case of the following :-

- (1) Shri P.P. Mathur
- (2) Shri G.C. Sharma
- (3) Shri Akram Khan

Resolved that whenever there is an immediate need appointment to retired persons may be given upto an age of 62 years and they may be given the minimum of the pay scale to which they are appointed. The individual cases may be decided as per rules by the Vice-Chancellor.

Resolution No. 9: To consider the matter related to hiring of building from L.M.College of Science, Jodhpur on the line of the condition laid down in the letter dated 28-11-1989 sent by the Secretary, L.M. College of Science, Jodhpur.

The Board resolved that the proposal of the Secretary, L.M. College, Jodhpur may be accepted with the conditions that the University will not deposit any earnest money with the L.M.College and the construction of the building for Regional Centre should be time-bound with relaxation for a period of three months in the time frame.

Resolution No.10: To consider the creation of Academic posts as per the details of posts indicated below:-

(i) Resolved that the Board of Management agrees for the creation of all posts as indicated.

- | | |
|-------------------------------|------|
| (a) Professor level | - 4 |
| (b) Associate Professor level | - 22 |
| (b) Assistant Professor level | - 2 |
| (c) Academic Associate | - 7 |

(ii) The Board further resolved that although the newly created posts of of the Professor and Academic-

Associate may be filled whenever absolutely necessary. The approval of the State Government should be obtained at the earliest.

(iii) Resolved to refer the matter of creation of Non-teaching posts for newly opened Regional Centre as stated below to the Finance Committee :-

1. Section Officer	-2
2. Accountants/Assistant	-2
3. Stenographer	-2
4. L.D.C.	-8
5. Class IV	-12
6. Library Assistant (L.D.C. grade)	-2

Resolution No.11: To approve the minutes of various Selection-Committees.

(i) Resolved to approve the recommendations of various Selection Committees held in the month of January, 1990 for the following posts :-

1. Professor in Indian Tradition & Culture (J.L.N. Chair).
2. Associate Professor in Indian Tradition and Culture.
3. Assistant Professor in Mathematics and Computer Science.
4. Assistant Professor in Political Science.
5. Assistant Professor in Economics.

(ii) The Board further resolved that the posts of Professor and Associate Professor in Indian Tradition & Culture shall be located in the department of History.

(iii) The Board further resolved that two persons recommended in order of merit by the Selection Committee may be appointed as Assistant Professor in Political Science.

(iv) Resolved that candidate selected for the post of Assistant Professor who have not completed their Ph.D should complete it within five years time otherwise they will not be allowed future increment.

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Resolution No.12: To consider the appointment of retired Accounts Service Officers to prepare Accounts Code for the Kota Open University.

Resolved to refer the matter for consideration of the Finance Committee.

Resolution No.13: To approve the minutes of the Capital Works (Permanent Building) Committee meeting held on 16-11-1989.

Resolved to approve the minutes of the Capital Works Committee (Permanent-Building Committee) meeting held on 16-11-1989. ANNEXURE 'D'

Resolution No.14: To confirm the services of Shri Mathew.S who is working as Personal Assistant on adhoc basis.

Resolved to approve the action taken by the Vice-Chancellor in the matter regarding appointment of Shri Mathew. S as Personal Assistant and extending his services till further orders. For making his services permanent in the University the Board resolved that he may be asked to appear for screening before the committee consisting of the following:-

1. Shri B. Hooja,
IAS (Retired), Jaipur - Chairman
2. Dr. C.M. Jain,
Director (R.S), KOU - Member
3. Registrar - Member Secretary

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The Screening Committee will also determine the date from which Shri Mathew.S is to be considered for confirmation.

Resolution No.15: To reduce the number of members required for the quorum in the Board of Management meeting.

Resolved that the quorum for a meeting of the Board of Management shall be five members in place of six members.

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Resolution No.16: To approve minutes of the examination committee meeting held on 24-10-1989 on unfair means of students for the examination held in the year 1989.

Resolved to approve the minutes of the Examination Committee meeting held on 24th October, 1989.

Resolution No.17: To approve minimum charge for evaluation of Answer Books.

Resolved to approve that the payment to examiners for evaluation of Answer Books should be allowed at the rates prescribed by the University with a provision that the minimum amount payable to an examiner shall be Rs.25/- irrespective of the number of Answer Books.

Resolution No.18: To approve A.P.As for teachers

Resolved to approve the proforma for teachers used by the University of Rajasthan untill Prof. M.V. Mathur Committee submits its report, subject to the condition that all the five conditions as given in the appointment order of the teachers should also be in-corporated. The Board further resolved to approve the procedure for A.P.As/Special Report for confirmation in case of teachers and Directors (Annexure 'E').

The Board of Management further resolved that the matter of deciding status of Directors, Director (Regional Centres) should be referred to the committee constituted by the Board of Management for revising the Proforma of A.P.As under the chairmanship of Prof. M.V. Mathur.

Resolution No.19: To approve the extension of probation of Shri R.P. Sharma, Assistant Professor in Economics.

Resolved to approve the action taken by the Vice-Chancellor in extending the terms of probation in the case of Shri R.P.Sharma, Assistant Professor in Economics.

Resolution No.20: To approve rules for proper accounts of confidential expenditure on printing papers.

Resolved to approve the rules for proper

accounts of confidential expenditure on printing of papers as applicable in the University of Rajasthan.

Resolution No.21: Any other item with the approval of the chair.

Re-constitution of the Recruitment Board.

The Board resolved that the High Power Recruitment Board constituted by the Board of Management vide its resolution No.10 of its meeting held on 12th July, 1989 may be re-constituted as follows for the remaining recruitment:-

- | | |
|---------------------------------|--------------------|
| 1. Prof. S.N. Dube | - Chairman |
| 2. Dr. C.M. Jain | - Member |
| 3. Prof. R.P. Srivastava | - Member |
| 4. Shri R.C. Jain,
Registrar | - Member Secretary |

Resolution No.22: Log Book entries for journies undertaken by the Vice-Chancellor.

Resolved to confirm the practice that the Vice-Chancellor's car log book may be signed by the Personal Secretary/Personal Assistant or any other officer authorised by the Vice-Chancellor.

Resolution No.23: To strengthen the functioning of the Regional and Study Centres.

1. Resolved that wherever Assistants Co-ordinators at Study Centres are provided as per resolution No.16 of the Board of Management meeting held on 9th January, 1988 one additional part time clerk and one additional part time peon will also be provided.
2. Resolved to pay Rs.150/- per month to partime Librarian of study centres instead of Rs.100/- per month.
3. Resolved that sutdy centres should be allowed Rs.7000/- for furniture and Rs.3000/- for contingencies expenditure instead of Rs.5000/- each on these two items.
4. Standard of norms for Regional Centres
Resolved to approve standard of norms (Annexure 'A' enclosed) in terms of furniture requirement, staff, imprest and contingency etc. for Regional Centres.

Resolution No. 25: To appoint Dr. M.L. Mehta, Additional-Secretary, U.G.C. as Constultant for a period of one year for educational-management.

Resolved that Dr.M.L. Mehta, Additional Secretary, U.G.C., New Delhi may be appointed as a consultant for a period of one year on usual terms and conditions for the course in Educational Management and other allied courses.

The meeting ended with a vote of thanks to the chair.

R.C. Jain
(R.C. Jain)
Registrar

Approved

Sd/-
(Prof. V.R.Mehta)
Vice-Chancellor

MINUTES OF THE 14TH MEETING OF THE BOARD OF MANAGEMENT
HELD ON 25TH MAY, 1990 AT 11.00 AM AT PUSHPA NIWAS, KOTA

The following members attended the meeting.

1. Prof. V.R.Mehta, Chairman
Vice-Chancellor,
Kota Open University,
Pushpa Niwas, Station Road,
Kota.
2. Prof. M.V.Mathur, Member
F-48, Raj Mukut,
Sunder Marg, 'C' Scheme,
Jaipur.
3. Prof. D.D.Joshi, Member
Pro-Vice-Chancellor,
Indira Gandhi National Open University,
New-Delhi.
4. Shri Budh Singh Bafna, Member
Shastri Market,
Dan-Mal-ji-ki Haveli,
Kota.
5. Dr. M.R.Gelra, Nominee of the
Director, Education Secretary
College Education, Govt. of Rajasthan,
Govt. of Rajasthan,
Jaipur.
6. Dr. C.M.Jain, Member
Director,
Regional Services & Registrar,
Kota Open University,
Datar Manzil, Station Road,
Kota.
7. Prof. R.P.Shrivastava, Member
Prof. of Education,
Kota Open University,
Jain Bhawan, Station Road,
Kota.
8. Dr. (Mrs.) Sushma Singhvi, Member
Director,
Regional Centre,
Kota Open University,
M. L. S. University,
Udaipur.

At the outset the Vice-Chancellor welcomed the members specially new members Prof. M.V.Mathur, Shri Budh Singh Bafna and Dr. M.R.Gelra.

The following decision were taken :-

- Item No.14.1: To approve the minutes of the 13th Board of Management meeting held on 23rd Jan., 1990 and the Special Emergency meeting held on 1st February, 1990.

Confirmed the minutes of the above meetings.

Resolved that the Special meeting be recorded as (a),(b),(c), etc. to the previous meeting.

Agenda items of the meetings should be indicated alongwith the number of the meeting; of the Board of Management.

Item No.14.2: To report action taken on the minutes of the Board of Management meeting held on 23rd January, 1990 and 1st February, 1990.

Resolved that action taken be given in necessary details in place of 'noted'.

Similarly, notes on agenda items should carry full details of the matter under consideration.

Item No.14.3: To report action taken by the Vice-Chancellor under Section 8(4).

Resolved to approve the action taken by the Registrar regarding Proctorial Board and the appointment of Dr. I.P.Modi as Regional Director, Kota Open University, Jaipur.

Item No.14.4 : To consider redesignating the post of Incharge Faculty as Director (Academic) and appoint one Associate Director (Academic) and Subject Incharge as Head of Department.

Resolved to designate Incharge Faculty as Director, Academic initially in honorary capacity on tenure basis not exceeding two years.

It was also resolved that the duties and functions of the Director, Academic be referred to Academic Council for consideration.

Further resolved to designate Subject Incharges as " Head Subject".

Item No.14.5: To consider the request of Dr. L.K.Dadhich Lecturer, Life Science who is on deputation from Government Autonomous College, Kota to designate him as Associate Professor.

Resolved that the request of Dr.L.K.Dadhich can not be considered till he is selected for this status by the duly constituted Selection Committee of the University.

Item No.14.6: To consider about the matter related to the request made by the University Officers for sanction of additional increments to them.

Resolved to constitute a Committee comprising the following members:-

1. Prof. B.S.Sharma, - Chairman
2. Dr.M.R.Gelra,
Director,
College Education
Govt. of Rajasthan,
Jaipur.
3. Registrar as Secretary,

This Committee will scrutinise individual cases and submit its report to the Board of Management for consideration.

Item No.14.7: To nominate Board of Management's nominee under Section 16(3) of Kota Open University Act for Selection of the next Vice-Chancellor.

Resolved to recommend Prof. Rajni Kothari, member, Planning Commission, Government of India. In case he declines, Prof. P.N.Shrivastava former member, Planning Commission's name may be forwarded. In case he too declines, the name of Shri T.N.Chaturvedi, former Comptroller and Auditor General, Government of India may be forwarded.

The Board further resolved to authorise the Registrar to communicate the name of Prof. Rajni Kothari to the Hon'ble Chancellor.

Item No.14.8: To consider the matter related to the admissibility of Academic leave to non-teaching staff engaged in Academic work at the level of Dy. Registrar/Asstt.Registrar in the University

It was agreed in Principle. But they would be granted duty leave for academic purpose only after ensuring by the concerned Head of the Unit that work will not suffer by attending the academic work.

Item No.14.9: To consider the request of the Regional Director, (Jodhpur) about taking the services of Shri B.P.Pathik.

Resolved to approve the recommendation of the Regional Director regarding appointment of Shri V.P.Pathik on a purely contractual basis.

The Vice-Chancellor was authorised to finalise the terms of the contract in the light of the service rules in the University.

Item No.14.10: To consider and approve the Proctorial and Security arrangements in the University and sanction of allowance to the Chief Proctor and Associate Proctor in this University on the pattern of Rajasthan University norms.

Resolved to approve the Proctorial Board and the Security arrangements. The members of the Proctorial Board shall get honorarium at par with the University of Rajasthan.

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Item No. 14.11: To consider the matter related to declare the post of Director, Regional Centres of the University inter-changeable with the equivalent post in the Academic side.

Resolved that any Director be permitted to write the equivalent designation only after obtaining the approval of the duly constituted Selection Committee of the University in the concerned subject.

Further resolved that in future the post be advertised in a manner that it could be equated with the equivalent post on the academic side.

Item No. 14.12: To nominate Board of Management's nominee to the planning Board under Statute 9(b) of Section 16 of the Kota Open University Act.

Resolved to recommend the following persons on Planning Board :-

1. Prof. M.V. Mathur
2. Prof. S.N. Dube.
3. Shri Rajiv Sinha, Managing Director, DCM.
4. Dr. Ranbir Singh Talwar, Retd. Director, Agriculture Department, Rajasthan and former Vice-Chancellor, M.L. Sukhadia University, Udaipur.

Item No. 14.13: To consider the matter related to U.G.C. letter No.F.1-67/79 (CPP-1) dated 1st April

Resolved that the opinion of the Faculty be elicited for preparation of guidelines in the matter of re-employment of superannuate persons.

Item No. 14.14: To re-consider and approve the standard of norms for the Regional and Study Centre.

Resolved to approve the norms for the new Regional and Study Centres proposed by the Director, Regional Services. However, changes in contingency amount proposed in them be reported to the Finance Committee.

Item No. 14.15: To consider the request of Dr. I.P. Modi as Director, Regional Centre for three extra increments.

Resolved that Dr. I.P. Modi be appointed as Director, Regional Centre, Jaipur on contractual basis for one year on terms and conditions to be decided by the Vice-Chancellor.

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Item No. 14.16 : To consider and approve the allotment of one of the vacant posts of Assistant Professor/ Associate Professors to Technology.

Approved.

Item No. 14.17 : To consider about giving senior scale to Shri M.L.Gupta, Assistant Professor of Education.

Resolved to approve the proposed Committee. It was further resolved that the Committee be requested to keep the University Grants Commission guidelines in view at the time of screening.

Item No. 14.18 : To approve the minutes of the Academic Council meeting held on 24/5/1990.

Approved the minutes of the Academic Council held on 24/5/1990 with following amendments:-

- (a) In item No.6, para (3) to be read as one additional paper in place of two.
- (b) In item No. 6, para 4, line(3) add 'Some' before the word 'Institution'.

Item No. 14.19 : To approve the minutes of the Finance Committee meeting held on 24th May, 1990.

Resolved to postpone the item as the meeting of the Finance Committee could not be held. Further resolved that the vote on account till then be approved.

Item No. 14.20 : To consider the confirmation of Teachers

Resolved that affiliated Colleges and Institutions be treated at par with University while calculating the duration of the probation period.

Item No. 14.21 : To appoint a Public Relation Officer in the Grade of Associate Professor.

Resolved that Shri Manohar Prabhakar, Retired Director, Public Relations, Government of Rajasthan be given appointment on contract basis as Consultant. His pay be fixed as per rules.

Item No. 14.22 : In view of the Special nature of posts in Studio and Computer Centre the qualifications for them have been taken from the Indira Gandhi National Open University, New-Delhi instead of University Grants Commission.

Deferred.

Item No. 14.23 : To consider the request of Accountants, Programmer related to their revision of pay scale.

Resolved to approve the corresponding grades of Programmers and Accountants at par with the State Government.

Item No. 14.24: Qualifications for Academic Associates have been taken from the Indira Gandhi-National Open University, New-Delhi.

Resolved to approve the qualifications approved by Indira Gandhi National Open-University. Further resolved that the post of Academic Associates be declared as tenure post initially for five years.

to the Chair.

The meeting ended with a vote of thanks

S. S. Chandra
REGISTRAR

Minutes confirmed
S. S. Chandra
Vice-Chancellor

25/5/1990

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KOTA OPEN UNIVERSITY,
KOTA (RAJ)

Minutes of the 15th meeting of the Board of Management held on 7th November, 1990 at 11.00 A.M. at Pushpa Niwas, Station Road, Kota.

The following were present :-

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|-----|--|---|
| 1. | Prof. S.N. Dube,
Vice-Chancellor, KOU. | Chairman |
| 2. | Prof. M.V. Mathur,
Ex-Vice-Chancellor,
University of Rajasthan. | Member |
| 3. | Shri B.D. Joshi, IAS
Special Secretary to Government,
Department of Education, Jaipur. | Nominee of Secretary
Education Department. |
| 4. | Shri J.K. Jain,
Dy. Secretary (Finance)
Government of Rajasthan, Jaipur. | Nominee of Secretary
Finance Department. |
| 5. | Shri B.S. Bapna | Member. |
| 6. | Dr. C.M. Jain, Director (RS) | " |
| 7. | Prof. G.S.L. Devra,
Prof. of Ind. Trad. & Culture. | " |
| 8. | Dr. Sushma Singhvi
Director, R.C. Udaipur. | " " |
| 9. | Shri Y. Nath, RMS
Registrar, KOU. | Secretary. |
| 10. | Shri D.S. Kochar,
Financial Advisor, KOU. | Special Invitee. |

At the outset the Vice-Chancellor welcomed all the members to the 15th meeting of the Board of Management. He observed that the meeting of the BOM was somewhat delayed on account of unavoidable pressures of work from the time he took-over as Vice-Chancellor. Since then the University succeeded in securing grant of Rs. 22.0 lacs from the Indira Gandhi National Open University, New Delhi through the special efforts and co-operation of Dr. C.M. Jain, Director (RS) and Shri Yogeshwar Sharma, Director (P&D), KOU. Hurdles in implementing time schedule for examinations were also tackled. Steps were also taken to streamline the

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administration. Agreement with RSBC for construction of the University Campus was also finalised. Serious attention was paid during the period for timely material "production" and its distribution. Work of sending "assignments" also improved during the period. The Vice-Chancellor solicited co-operation of all the members of the Board in better working of the University in all its facets.

The following decisions were taken :-

Item No.15.1: Confirmation of the minutes of the 14th meeting of Board of Management dated 25.5.1990.

The minutes of the meeting of the Board dated 25.5.1990 were confirmed.

Item No.15.2: Consideration regarding grant of leave on full pay to scholars receiving Fullbright grant :

The matter was discussed and the Registrar was requested to collect data and information from other Universities of the region as well as from Jawaharlal Nehru University to arrive at correct decision in the matter. It was further resolved that the matter may also be got examined by the Academic Council.

Item No.15.3: Consideration of the recommendations of Committee regarding requirement of furniture and other facilities.

Resolved that part of the recommendations of the Committee pertaining to furniture be approved.

For remaining items proper procedure be followed by first referring the recommendations to the Financial Advisor for assessing budgetary implications.

Item No.15.4: Regarding amendment in the University Statute No. 10(6). 16/

Resolved that the following amendment be got incorporated in Statute No. 10(6) of KOU.

"A Secretary to Government who is for any reason unable to attend any meeting of the Finance Committee as its member may depute an officer of his department not below the rank of Deputy Secretary".

Item No.15.5: Consideration regarding revised rates for typing etc.

The Board accepted the revision of rates for typing charges from Rs. 2/- to Rs. 3/- per page and translation charges from Rs. 35/- to Rs. 50/- per thousand words, as recommended by the subject Committee.

Item No.15.6: Consideration of request of Dr. Manohar Prabhakar, Public Relations Consultant, KOU for pay etc.

Resolved that the terms and conditions submitted by Dr. Prabhakar be not accepted. It was also resolved that he may not be given further extension.

As regards the payment of his salary the Vice-Chancellor shall decide his pay keeping in view the services rendered by him during the period he served the University.

Item No.15.7: Proposal for amendment of Board of Management Resolution dated 28.10.1987.

Resolved (other things remaining the same) to increase the limit in which signature of two

officers are necessary, from Rs. 50,000/- to Rs. 1.0 lac.

Item No.15.8: Consideration of the report of Advisory Committee meeting dated 29th June, 1989 for opening of new Study Centres.

Approved the recommendations of the Advisory Committee for opening of six Study Centres at Bundi, Jhalawar, Banswara, Sirohi, Alwar and Kota within the budget provision in this regard.

Item No.15.9: Introduction of Letter Grade System of evaluation in Kota Open University.

Resolved that Letter Grade System of Indira Gandhi National Open University, New-Delhi be adopted and existing L.G. System of KOU be modified accordingly.

Item No.15.10: Consideration of proposal to prepare the Research Programmes by way of Research Projects, Research Claims, Survey Analysis etc. and institution of Research Fellowships.

Resolved that the matter be first examined by the Academic Council.

Item No.15.11: Approval of Drafts and Degrees and Diplomas.

Resolved that the Degrees and Diplomas be awarded in Hindi language only. However, English version of the degrees/diplomas may also be issued on request of the students subject to payment of Rs. 10/- only.

BOM dated 24-11-90 से जोड़ा गया:-

16(1)(a) - "Column be added in the admission form seeking the option of the candidate for English version of Degree/Diploma/certificate!"

Item No.15.12: Regarding acceptance of land donation from Hanuman Mandir, Bikaner.

Resolved that the matter required further scrutiny. The Collector, Bikaner and Devasthan Department should first be consulted and the matter may be decided thereafter.

Item No.15.13: Regarding First Convocation of Kota Open University.

The discussion on this item was deferred to the next meeting.

Item No.15.14: Consideration of the report of the Screening Committee in respect of Dr. M.L. Gupta, Asstt. Professor of Education.

Resolved to approve the recommendations of the Special Screening Committee held on 3.9.1990. w.e.f. the date this was due.

Item No. 15.15: Regarding holding of Special examination for M.Com. 1990.

- i. Permitted to conduct special M.Com. examinations for such students who were deprived from appearing.
- ii. Further in order to clear the backlog of erstwhile students of Institute of Correspondence Studies, Jaipur and College of Correspondence Studies, Udaipur in different courses the Board permitted to held examination for two more years i.e. 1991 and 1992.

Item No.15.16: Upward revision of tuition fee reimbursement for wards of University employees.

Resolved to grant upward revision and to fix Rs. 95/- per ward of the University employees as reimbursement of tuition fee payable from the University.

Item No.15.17: Approval of the Budget Estimates of the year 1990-91 and Revised Estimates for the year 1989-90.

The Budget Estimates of the KOU for the year 1990-91 and Revised Estimates for 1989-90 as recommended by the Finance Committee in its meeting dated 14.7.1990 were approved.

Item No.15.18: Regarding payment of house-hold goods transportation charges to Ex-Vice-Chancellor.

Resolved to approve the claims submitted by Prof. V.R. Mehta, Ex-Vice-Chancellor.

Item No.15.19: To consider the representation of Sh. R.P.Sharma as desired by the Hon'ble Education Minister.

Resolved to constitute a Committee of the following :-

1. Shri B.D. Joshi, IAS
Special Secretary to Government,
Education Department, Jaipur.
2. Prof. G.S.L. Devra, KOU, Kota.
3. Shri Y. Nath, Registrar, KOU, Kota.

to minutely look into the case and submit its recommendations to the Vice-Chancellor, KOU. The Vice-Chancellor was authorised to consider the report of the Committee and act upon it if he agreed thereto but in case of his disagreeing with the report the matter would be placed in the next meeting of the Board.

Item No.15.20: Amendment in Ordinance relating to Academic Leave *has got through prescribed procedure*

- (a) To conduct an examination of a University, other recognised Institutions or of a Statutory Board.
- (b) To deliver academic Lectures.
- (c) To attend meeting of the Committee, Boards, Faculties and other Academic Bodies of a University or of a Statutory Board.
- (d) To inspect academic institutions attached to a University or to a Statutory Board.
- (e) To visit Research Centres/Libraries/Museums etc. for collecting material for Ph.D. Research Work or Post-Doctoral Research Work.
(Visits under the provision 'F' would include field trips for collecting data for research)
- (g) Any other purpose which is deemed by the competent authority to be of academic nature.

*For Both teaching and non-teaching
Bom dated 15-3-91
item No.6*

It was decided to hold the next meeting of the Board on 24.11.1990 at Kota at 2.30 P.M.

The meeting ended with vote of thanks to the Chair.


REGISTRAR
KOTA OPEN UNIVERSITY, KOTA.

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KOTA OPEN UNIVERSITY:KOTA (RAJASTHAN)

MINUTES OF THE 16TH MEETING OF THE BOARD OF
MANAGEMENT HELD ON 24TH NOVEMBER,1990 AT
2-30 P.M. AT PUSHPA NIWAS,STATION ROAD,KOTA.

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The following were present :

- | | | |
|----|--|---|
| 1. | Prof.S N Dube
Vice Chancellor | Chairman |
| 2. | Prof.M.V Mathur | Member |
| 3. | Shri M.R Gelra
Director,College Education
Govt.of Raj.Jaipur | Member |
| 4. | Shri S.P.Garg
O.S.D.(Planning)
Jaipur | Nominee of Spl.Secy.
Planning Deptt. |
| 5. | Shri B.S.Bapna | Member |
| 6. | Dr.C M Jain
Director(R.S) | Member |
| 7. | Prof.G.S.L.Devra | Member |
| 8. | Dr.Sushma Singhvi
Director,Regional Centre
Udaipur | Member |
| 9. | Shri Y.Nath
Registrar | Member Secretary. |
| | Shri D.S Kochar
Finance Officer,KOU | Special Invitee. |

The Vice Chancellor welcomed all the members of the Board. He narrated in brief the steps taken by him for improving the functioning of the various administrative units of the University since the last meeting. Thereafter consideration of the Agenda was taken up:

The following are the minutes of the meeting :

Item No.16.1 : Confirmation of the minutes of the meeting of the Board of Management held on 07/11/1990.

Minutes of the meeting dt.7.11.90 were confirmed with the following addition in Resolution No.1 .

- (a) Column be added in the admission form seeking the option of the candidate for English version of Degree/Diploma/Certificate.

- (b) Review of 'action taken' on the decision of the last Board's meeting be also provided.

Item No.16.2: Consideration of the Report of the Special Committee constituted on 07.11.1990 in the matter of consideration of representation of Shri R.P.Sharma, Asstt.Prof. of Economics.

The Report of the Spl.Committee constituted vide resolution No.15.19 of the meeting of the Board dated 7.11.90 and the recommendation of the Vice Chancellor were considered by the Board.

The Board resolved as under:

- i) Shri R.P.Sharma be given opportunity to serve as Asstt.Prof. of Economics under the KOU on extended probation of one year with effect from the date he reports for duty.
- ii) The matters regarding his pay, the period of absence after his termination and other service matters shall be decided by the Vice Chancellor who was authorised by the Board to take decision in the matter.

Item No.16.3: Holding of First Convocation K.O.U.

o | It was tentatively decided to hold the first Convocation KOU in April,1991. The Vice Chancellor was authorised to work out further details in the matter.

Item No.16.4: Partial Conversion of the Cadre of Class IV employees of the University to Chawkidars.

o | The Board after considering the matter held that bifurcation of the cadre of Class IV would create problems, and therefore it was resolved that in the Job Chart of Class IV working under the University the work of Chawkidars shall also be included.

Item No.16.5: Consideration in the matter of recognition of Union of Non-Teaching Employees of the University and approval of the Draft Constitution of the Union.

The Board resolved that proposal for recognition of the Non-Teaching Employees Union and for its recognition and the proposed Constitution may be examined by a Committee constituted as under:

- | | |
|---|--------------|
| 1. Director (R.S) | Chairman |
| 2. Prof. G.S.L. Devra | Member BCM |
| 3. Registrar of IGNOU
or his nominee | Member |
| 4. Legal Advisor of the
University | Member |
| 5. Dy. Registrar (Administration) | Member Secy. |

The Committee shall submit its report to the Vice Chancellor in two months and who may submit the same to the Board with his comments.

Item No.16.6: Regulation of Academic, Administrative and Financial activities of the University - Framing of Rules.

The necessity for framing of regulations/ rules to regulate various activities of the University was appreciated by the Board. The Board agreed with the proposal to entrust this work to the concerned officers of the University as under :-

1. Regarding General Finance and Accounts procedure, Financial powers, purchases, audit, job works, re-conciliation, recovery, advances and adjustments, transfer of funds investments etc. (Finance Officer)
2. Regarding Medical Attendance and re-imbursement. (Finance Officer).
3. Conduct of business of the meetings of the Board and various other Committees. (Registrar)
4. Regarding A.P.A.R of Teaching & Non-Teaching employees of the University. (Registrar)
5. Regarding regulation of litigation of the University - Regulation of procedures, employment of lawyers, payment of fees, appeals etc. (Registrar)

6. Regarding procedure and conduct of admission, examination, results, awarding Degrees and Diplomas, assignments and work related thereto etc. (Controller of Exams.)
7. Regarding participation of Faculty members in counselling and tutoring at Study Centres; fixation of norms for writing of lessons by Faculty members; lesson writing from outside and procedure for payments; regulating the procedure for evaluation of courses and study materials supplied to the students etc. (Director: Ac)
8. Regarding effective functioning of Regional Centres including adequate administrative and financial powers; enumeration of functions and prescribing job charts for the Regional Directors; decentralisation of work of material distribution, delegation to the Regional Centres and supervision of Study Centres etc. (Director: RS)
9. Regarding timely material production and distribution - procedures and time schedules etc. to be fixed. (Dir. MP&D)

It was further resolved that the services of Shri C.M.Vijay, OSD, KCU shall be exclusively utilised to assist the officers responsible for framing the regulations. It was also decided the work should be completed in two months. Before final consideration copies of the draft rules shall be supplied to all the members of the Board in advance.

Item No.16.7: Grant of Conveyance Allowance to Shri L.K.Dadhich for supervising plantation work at New Campus of the University .

Office proposal for grant of Conveyance Allowance @ Rs.150/- p.m. to Shri L.K Dadhich for supervising plantation work at New Campus of the University was approved.

Item No.16.8 Approval of the opening of Study Centres at Ramji Modi College, Kota & Govt. College, Chittor. 167

The decision of the Vice Chancellor to open the Study Centres at Kota and Chittor was approved.

Item No.16.9 Proposed amendments in Statutes No.11 & 14 of Kota Open University.

Discussion of the agenda item was deferred.

Item No.16.10 Finalisation of the Claim of M/s. Goyal Paper Mart, Kota.

It was reported that M/s. Goyal Paper Mart, Kota while executing the Order for fabrication and supply of Answer Books acted dishonestly in so far as the quality of paper actually used was concerned. He used inferior quality paper instead of the Orient brand of paper and therefore his case was referred to the Board for finalisation of payment to the firm.

Examined its implication and resolved as under:

- i) that the firm shall be paid at the rates then prevalent for inferior quality paper actually used plus printing and fabrication charges.
- ii) the Security Deposit and the Earnest Money of the firm shall be forfeited; and
- iii) payment shall be made only after the supply order is executed in full.

Item No.16.11 Request of Shri I.P. Modi, Director Regional Centre, Jaipur for grant of three advance increments.

It was decided that the matter may be referred to the Special Committee already constituted by the Board vide Resolution No.14.6 of 25.5.90 for examination of his representation.

The Board also amended its decision of 25.5.90 and resolved to make the Registrar KOU Member and also the Secretary of the above Special Committee.

Item No.16.12 Exemption of fees for University employees and their wards.

The Board agreed to the proposal for grant of 50% exemption for the employees of KOU and their wards in the matter of payment of course fees, for examinations to be conducted by the Kota Open University.

Item No.16.13 Nomination of Member under Statute No.1 sub clause (3) of Kota Open University Statutes.

The letter of the Deputy Secy. to Governor of Rajasthan No.F-25(2)RB/87/4464 dated 29th October was placed before the Board.

The Board decided by consensus to the name of Prof. Sharda Sharan Singh of the M.B.M. Engineering College, University of Jodhpur, Jodhpur as the nominee of the Board of Management, Kota Open University under Statute 1 sub clause (3) of the KOU Statutes. Information be sent accordingly.

Item No.16.14 Exchange and hiring of Buildings for KOU.

Proposal to shift University Guest House and to provide better accommodation to the Faculty and the Admissions Section by taking another building on rent was considered.

The Board resolved that in view of non-suitability of the present building of University Guest House and the acute shortage of accommodation for the Faculty change of building for the Guest House and taking of another building on rent for the faculty be allowed with permission to incur additional expenditure of Rs.5,000/- or so.

Item No.16.15 Release of Rs.17.6 lacs as mobilization advance to RSBCC for construction of New University Campus (Staff Quarters).

In the above matter the Board felt that it was desirable that before initiating action for its execution the Project Report regarding construction of the KOU Campus be got approved from the State Government.

The Director, Planning & Development shall take steps necessary for earliest clearance of the Project Report from the State Govt. Release of funds to the RSBCC without approval of the Project Report by the Government was not desirable.

Item No.16.16 Proposal for distribution of printed lessons and other material through the Regional Centres.

The Board felt that the matter of distribution of teaching material and the lessons and assignments may be considered by the Director Regional Services, KOU as per decision of item No.6 of the present minutes.

Item No.16.17 Disposal of Correspondence Course printed lessons lying at Jaipur and Udaipur.

The Board realised the necessity for taking decision in the above matter at the earliest. Therefore the Board directed as under:

- i) that the Director (Academic) KOU in consultation with Director Regional Centre, Jaipur/Udaipur shall report after actual inspection of the teaching material whether the teaching material could be put to use by the KOU and if so to what extent was it possible.
- ii) The Regional Directors concerned shall get prepared separate lists of material fit for use by KOU and the material to be disposed

off otherwise.

- iii) Teaching material not found fit for use by KOU be sorted out and lists be prepared and submitted to the Board for final decision.

Item No.16.18 Proposal to prescribe Visits and Inspections for the Supervisory Officers of KOU.

The Board welcomed the proposal for fixing norms for minimum work by the supervisory Officers in the matter of visits and inspections and approved the following schedule as minimum norms for the purpose. Timely submission of visit or inspection notes to the Vice-Chancellor was emphasised.

Description of Unit Head	Description of office to be inspected	Norms for Inspection
Director, Regional Centre	Study Centres	All Study Centres under his jurisdiction once in Calendar year.
Director, Regional Services	Study Centres	10% of the Study Centres in Calendar year.
	Director, Reg. Centres.	All Regional Centres once in a year.
	Own Office	Once in a Calendar year.
Unit Heads including Registrar and Finance Officer	Subordinate Offices.	Once in a Calendar year.
Subject Heads/Incharge	Study Centre	25% of the Study Centres in a Calendar Year.

Item No.16.19 Regarding finalization of pending personal claims of employees transferred or absorbed by the KOU from College of Correspondence Studies, M.L.Sukhadia University.

The above proposal submitted by the

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Regional Director, Udaipur was discussed but the Board agreed with the views of the Registrar that a resolution in this respect was not necessary because there already existed legal obligation of KOU in the matter and that individual cases shall be dealt on merits and since no such cases were pending with the KOU the decision would be hypothetical .

Item No.16.20 Consideration of the amendments proposed in the University Statute No.11 sub clause (1) (2) (3).

OK

The proposal for the above amendments submitted by the Director (Academic) KOU was considered. It was resolved that the Statutes may be got amended taking IGNOU provisions as model.

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

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REGISTRAR
Member Secretary

KOTA OPEN UNIVERSITY: KOTA (RAJASTHAN)

MINUTES OF THE 17TH MEETING OF THE BOARD OF
MANAGEMENT HELD ON 15TH MARCH 1991 AT 11.00
A.M. AT PUSHPA NIWAS STATION ROAD K O T A .

The following were present :

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|----|--|--|
| 1) | Prof. S N. Dube
Vice Chancellor | Chairman |
| 2) | Prof. M. V. Mathur | Member |
| 3) | Prof. Rakesh Khurana
Director
School of Management Studies
New Delhi. | Member |
| 4) | Shri B. D. Joshi
Special Secretary
Education
Govt. of Rajasthan, Jaipur | Nominee of Secretary
Education Deptt. |
|) | Shri Budh Singh Bapna | Member |
|) | Prof. G. S. L. Devra | Member |
| 7) | Dr. C. M. Jain | Member |
| 8) | Shri Y. Nath | Secretary |
| | Shri D. S. Kochar
Finance Officer
KOU, Kota | Special Invitee |

The following are the minutes of the meeting :

The Hon'ble Vice Chancellor welcomed all the members to the meeting. He narrated the major achievements of Kota Open University during the period after the last meeting. He referred to the successful conduct of examinations, release of grant of Rs. 22 lacs from IGNOU for the purchase of Computers and Workshop of Chief Co-ordinators held at Kota, etc.

The Board appreciated the work done during the period.

Agenda item - 1

Confirmation of the minutes of the 16th
Board of Management dated 24.11.1990.

The Board confirmed the minutes of the meeting
of Board of Management dated 24.11.1990.

Agenda Item - 2

Review of action taken on resolutions/decisions of 16th BCM meeting.

The Board reviewed the progress of implementation of decisions/resolutions of BCM meeting dt. 24.11.90.

The Board further desired that a Master List for unimplemented resolutions/decisions be prepared and kept upto date for ready reference.

Registrar

Agenda Item - 3

✓ Proposal for relaxation in period of experience in University for promotions.

The Board did not agree to the office proposal for relaxation of minimum period of experience prescribed for departmental promotions in KOU but the Board directed that the processing of files for the purpose of promotions may be started in advance so that promotions are not delayed.

Registrar

Agenda Item - 4

✓ 11 Standing Executive Orders for information and approval.

The Board while taking note of the 11 Standing Executive Orders issued by the Vice-Chancellor as information desired to place on record that approval of these orders by BCM was not required since the Vice-Chancellor had issued these orders in exercise of his powers as Principal Executive Officer of KOU.

Registrar

Agenda Item - 5

X Consideration of Report of Committee constituted by the Board Resolution No. 14 dt. 25.5.90.

Report of the Committee was considered.

The Board did not agree to the proposal of the Committee for grant of Rs. 300/- as Special Pay in lieu of

Deputation Allowance to Dr. I.P. Modi, Director, Regional Centre, KOU, Jaipur because his posting under the KOU was not on deputation. The Board, However, requested the Vice-Chancellor to ensure that Dr. Modi should not be put to any loss as regards his GPF and grade increments on account of his serving under the KOU. The Vice-Chancellor was authorized to compensate any loss to Dr. Modi after ascertaining facts from Rajasthan University.

The Board keeping in view the minutes of the Committee and past precedents requested the Vice-Chancellor to bring out cases for grant of additional increments with his recommendations.

Registrar

Agenda Item - 6 ✓

✓ Regarding extension of the scope of BUI meeting Resolution No.14 dated 5.5.90.

The Board was apprised of the fact that its Resolution No.20 of dt.25.5.90 did not apply to the non-teaching staff and which was considered discriminatory by the non-teaching staff of KOU which needed to be rectified.

The Board resolved that non-teaching staff of KOU shall be treated at par with the teaching staff as regards application of Resolution No.20 of 25.5.90 with retrospective effect.

Registrar

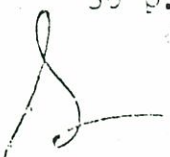
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Agenda Item - 7

Regarding request of Principal, BJS Rampuriya College, Bikaner for correspondence course material in History (Elements of Indian Archeology).

The Board agreed to the proposal for offering the old Lessons in History received from JCS (of no use of us) to B.M.S. Rampuriya College on token payment of 50 p. per Lesson.

ES (M.P. 9)



The Board further resolved that since the old Lessons were of no use to KOU it may offer these Lessons to Colleges in the State as per their requirement on token payment of 50 p. per Lesson.

Director-UGC

Agenda Item - 8

Discussion regarding functioning of the various Units of the University.

Since the matters contained in Regional Centre, Udaipur letter No. RC/KOU/UDR/91/703 dated 22.2.91 were already under process in various Units of KOU, it was felt that the item may be treated as withdrawn.

Agenda Item - 9

Regarding withdrawal of BQM Resolution No.8 of 7.7.90 regarding the preparation of the Annual Report.

The provisions of the KOU Act shall prevail and the Registrar has to prepare and submit the Annual Report of KOU. Necessary facilities shall be made available to him.

Registrar

Agenda Item - 10

Regarding nomination of Selection Committee under Statute 3(ii) for selection of Directors.

The Board decided to constitute Selection Committee under Statute 3(ii) KOU as under :-

1. Vice-Chancellor, KOU. - Ex-Officio Chairman.
2. One Nominee of the Chancellor, KOU.
3. One Nominee of the State Government.
4. Prof. N.V. Mathur (Nominee of BCI, KOU).
5. Three experts from the following :

Agenda Item - 16

Representation against BUM Resolution No.11(ii)
Dated 23.1.90.

The representation of members of the Department of History, KOU in respect of BUM Resolution No.11(ii) dated 23.1.90 was considered by the Board. No decision could be taken for want of information regarding the meaning of Department in the context of KOU, job charts and qualifications for the post of Professor and other members of the Teaching Faculty and the qualifications prescribed in relation to the posts advertised.

(E.C.C.)

The Vice-Chancellor was requested to collect relevant information and make recommendation for consideration of BUM in due course.

Registrar

Agenda Item - 17

Powers to sign cheques for Asstt.Registrars posted in A&F Wing.

Taking note of the fact that Asstt.Registrar posted in the A&F Wing, KOU did not have power to sign cheques and which was assential for smooth functioning of the Wing, the Board resolved to grant powers to the ARS (A&F Wing) to sign cheques for amounts not exceeding Rs 10,000/- (Ten thousand only).

Registrar/Finance
Officer

Agenda Item - 18

Opening of new Regional Centre at Delhi.

The proposal submitted by the Director, Regional Services, KOU was found incomplete and, therefore, no decision could be taken. The Director, Regional Services may work out Scheme containing all relevant information so that proper decision was possible.

Director, Regional
Services

Agenda Item - 19

Opening new Study Centres.

Proposals of Director, Regional Services for opening Study Centres at Maharani College, Jaipur; Govt. Girls College, Alwar and JLN Senior Higher Secondary School, Bhimnandi, Kota were also found incomplete. The Director, Regional Services may work out Scheme containing all relevant information so that proper decision was possible.

Director, Regional Services

Agenda Item - 20

Proposal to declare Regional Services Unit as Academic Unit, KOU.

The above proposal of the Director, Regional Services, KOU was also found lacking in details for a proper decision in the matter.

In order to arrive at a decision in the matter a Committee was constituted as under :-

1. Prof. M.V. Mathur, Chairman.
2. Prof. Rakesh Khurana, Member.
3. Dr. C.M. Jain, Director, Regional Services, Member-Secretary.

to consider the matter in detail keeping in view the legal provisions of KOU and its requirements. The Committee shall also keep in view the recommendations of Takvale Committee appointed by IGNOU for similar purpose.

Director, Regional Services

Agenda Item - 21

Constituting Schools of Studies for KOU.

The Board took notice of Statute 20 of KOU and decided in principle to constitute Schools of Studies for KOU. It further felt that the matter required further in-depth expert study.

Therefore, the Board requested the Vice-Chancellor first to get Status Paper prepared and then to constitute a Committee for consideration and report in the matter of number of Schools, its constitution, powers and functions etc.

The report shall be placed before the BUI for consideration.

Director-Academic

Agenda Item - 22

Nomination of two members for the Finance Committee.

As per requirement of Statute 10(f) the following two members were nominated for a term of two years to work as members, Finance Committee, KOU :

1. Shri B.S. Sharma of Delhi University.
2. Shri B.S. Papna of Kota.

Registrar/
Finance Officer

Agenda Item - 23

Regarding promotion to the post of Section Officer.

The present provision for promotion of Office Asstt/ Accountant/ Steno Gr-1 to the post of Section Officer were considered and were found not satisfactory. After detailed consideration the following decisions were taken :-

i) For the promotion of Accountants two posts of Section Officers may be got converted to the post of AAO and the Accountant shall be eligible for promotion to the post of AAO only.

ii) For Office Assistants and Steno Grade I a single interlaced Seniority List shall be prepared taking the date of working as Office Assistant/Steno Grade I as basis for determining Seniority.

Registrar

Agenda Item - 24

Annual Accounts and Balance Sheet for 1989-90.

The Secretary BCM stated that Annual Accounts and Balance Sheet for the Financial Year 1989-90 have not been submitted by the Finance Officer so far as required.

The Board decided to request Finance Officer for the needful in time.

Finance Officer

Agenda 25(i)

Issue of Final Grade Cards/Mark Sheets

Final Grade Cards/Mark Sheets withheld on account of certain non-payments by certain students and proposal of the Dy. Registrar (Exams) to waive the dues as one time measure from the candidates of DIM; EJMC; C.LIB etc was placed before the Board.

The Board found that the Financial Implications of the proposal had not been worked out by the Dy. Registrar (Exams) and, therefore, the Board could not take any decision. The Board directed that a complete proposal may be routed through the Finance Committee.

Dy. Registrar (Exams)

Agenda 25 (ii)

Financial loss to KOU on account of negligence of Security Press in printing question paper B-8 on question paper B-12 of B.E.D. Exam 1990.

of expenditure on the salaries and essential services of the University as per Budget provisions of the year 1990-91 till the budget is approved or 30th June 1991 whichever is earlier.

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

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(Y.NATH),
Registrar &
Secretary: BCM

VIJAY/R
16.3.91

KOTA OPEN UNIVERSITY : KOTA

MINUTES OF THE 18TH MEETING OF THE
BOARD OF MANAGEMENT HELD ON 24TH
AUGUST, 1991 AT 11-30 A.M. AT VICE-
CHANCELLOR'S SECRETARIAT, MALA ROAD
KOTA.

The following members were present in the meeting.

1. Prof. T. N. Bhardwaja
Vice-Chancellor
Chairman
2. Prof. M. V. Mathur
Jaipur
Member
3. Prof. Rakesh Khurana
Director,
School of Management Studies
IGNOU
New Delhi
Member
4. Prof. G. S. L. Devra
Head, Deptt. of History &
Indian Tra. & Culture
KOU
Member
5. Shri B. S. Bapna
Kota
Member
6. Dr. C. M. Jain
Director
Regional Services, KOU
Member
7. Dr. Sushama Singhvi
Director
Regional Centre, KOU
Udaipur.
Member
8. Shri Y. S. Chauhan
Finance Officer, KOU
Special Invitee
9. Dr. M. L. Jain
Registrar
Secretary.

At the outset, Prof. T. N. Bhardwaja while welcoming members of the BOM briefly summed up the progress made by the University after his joining as Vice-Chancellor especially in preparing and executing the Academic Calendar of different courses, getting conducted the examination of pending courses and efforts made for co-ordinating the activities of various Units of the university. He on the basis of his visits of the Regional Centres stressed on the felt need of decentralisation of functions. He also informed of his having attended the west zone meet of Vice-Chancellors at NASIK.

Prof. M V Mathur welcomed the new Vice-Chancellor Prof. T N Bhardwaja and expressed confidence that the university will make progress under the dynamic leadership of the new Vice-Chancellor.

The following decisions were taken :

Item - 1

To confirm the minutes of the meeting of Board of Management held on 15.3.1991.

a) Resolved to confirm the minutes of the BCM held on 15.3.91 with the following corrections in the Item No. 11.

The Director Regional Services be inserted in the Committee and the original committee /in constituted vide resolution No. 10 of the 11th BCM meeting held on 12th July, 1989 Director R.S will replace Director (S&T).

b) Action taken on the decisions of the 17th meeting of BCM held on 15.3.91 regarding Management Information System.

The Board noted with satisfaction the action taken on the last meeting with the following directions :

As decided in the meeting, members of BCM be apprised of the functioning of each and every unit of the university quarterly. Information regarding examination, admission, material production & distribution, research, progress of the courses and work calendar of the year and all other activities should be supplied to members of the BCM.

Item - (2)

Confirmation of Shri Yogeshwar Sharma, Director, Planning & Development, KOU.

Resolved that Shri Y. Sharma be confirmed from the date of joining in the university. Prof. S.N. Dube & Dr. C.M. Jain should also be confirmed from the date of joining as there is no mention of period of probation in their appointment orders.

Item - 3

To give Smt. Neelam Singh, Steno the grade of P.A.

Resolved to redesignate Smt. Neelam Singh as P.A and grade of P.A i.e., 1640 - 2900 be given to her.

Further resolved to do away with the grade system of steno as this system does not find place in the pay scale of Rajasthan. So there will be steno in the pay scale of 1400-2300, next promotion will be P.A in the grade of 1640 -2900.

Item - 4

To approve Pension Scheme for University employees.

Resolved to approve the Pension Scheme in principle for the employees of the university. The following committee is constituted to study at length the details of pension scheme and its implications with special reference to U.G.C guidelines, Central Government guidelines and such scheme introduced in other universities and also the Provident Fund scheme and give its report. The report should be put up before the next meeting of BOM for final decision.

Item - 3

- 1) Director, as nominated by the Vice-Chancellor.
- 2) Registrar.
- 3) One person each from ministerial staff, Officers & Academic Staff.
- 4) Finance Officer (Member Secretary)

Item - 5

To approve the minutes of the meeting of the Finance Committee held on 26.6.1991.

Approved the minutes of the meeting of Finance Committee appended as annexure - 1 with the following modifications :

Under the University 'OWN RESOURCES' the budget estimates for the year 1991-92 shall be revised in view of the expected revenue increase on account of revision in fees structure and also take into account the expected expenditure increase in view of the increase in rates of remuneration, conveyance and examination centre charges and creation and filling up of posts.

The budget provision under the head Central Assistance of Rs 306.20 lakhs shall stand withdrawn as there is no commitment from any agency and hence no income can be expected. So expenditure also can not be incurred on the proposed items.

Item - 6 To approve the minutes of Academic Council meeting.

The minutes (Annexure -2) approved with the following observations:

a) Decision for launching of any course shall be made by the BCM after due consideration of the financial implications.

b) Any decision with regard to the launching of new courses, change in organisation pattern should be examined with reference to the financial implications with all its details and then only it should be submitted to the Board for approval.

Item - 7 Regarding appointment of Dy. Director, Academic.

Resolved to authorise Vice-Chancellor to take necessary action in this regard.

Item - 8 To review STD facilities to the various officers of the university and limit of local calls for residential phones.

The Vice-Chancellor will decide the limit of local calls and STD facilities, looking into the work and the need of the individual office.

Item - 9 To improve the functioning of Regional Centres & Study Centres.

a) Resolved to improve the functioning of the Regional Centres and Study Centres and also transferring some of the central functions of admission and examination. However, it was recommended that proper facilities be ensured in terms of staff, equipment and financial delegation before transferring functions to the Regional Centres.

- b) Approved the posts of Assistant Director, Academic Associate now redesignated as Jr. Asstt. Director and post of Accountant, Library Assistant, Technical Assistant and Data Entry Assistant. However, the Vice-Chancellor was authorised to give these posts in the posts in the phased manner keeping the requirements of each Regional Centre and delegation of responsibilities in view.
- c) Considered and agreed to create one minimum Study Centre in every district of Rajasthan and additional centres at larger towns if enrollment exceeds more than 1000. Mobile Study Centres may be created after the receipt of grant from IGNOU. However, it was stressed that while creating new Study Centre, the strength of registered number as well as actual users be also taken into account. Vice-Chancellor was also requested to take into account the financial implications before approving the creation of new centres.
- d) Agreed to strengthen the professional course by appointing Consultants at the Regional Centres.
- e) Considered and agreed that Regional Centres and Study Centres be fully equipped with TV, VCR/VCP, cassettes, audio sets. For this necessary budget provision be made.
- f) Resolved that a detailed projection for five years be prepared for the consideration of the Board of Management.
- g) Resolved that scheme of financial delegation be got examined once again before implementing it for Regional Centres or Study Centres.
- h) For opening of new study centre at places outside Rajasthan, the consent of that State/Union Territory and assent of the President may be required. So this aspect should be examined before any new study centre is opened.

Item - 10

To create posts for Security Guards.

* Hiring of Services of Security Guards on contractual bases "

Resolved to hire the services of 32 Security Guards from the personnel made available by detective security agencies, Jila Sainek Kalyan Board etc. till the university offices are shifted to the new campus.

19th Bom item No. 1

Item - 11

Creation of posts of Assistant Director at Regional Centres.

Resolved to take action as per decision taken on item No. 9.

Item - 12

Increase revision of remuneration rates, conveyance charges and centre charges etc.

See 19th Bom item No. 19.9(c)

Resolved to approve the recommendation of the committee regarding the revision of rates for remuneration, centre charges which is appended as annexure - 3.

Item - 13

SUPPLEMENTARY ITEMS :

S - (i)

To frame ordinance regarding Seniority & Promotion.

Resolved to add ordinance 18(A) regarding seniority appended as annexure - 4 and Ordinance 9(a) regarding promotion appended as annexure - 5 in the original ordinance approved by the BCM in its meeting held on 14.10.1988 vide its resolution No. 14.

S - (ii)

Regarding legal work, fees etc.

Resolved to approve scheme appended as annexure - 6.

S - (iii)

Jurisdiction of judicial matters at KOTA.

Resolved that necessary amendments should be made in the Act by the Legislature Assembly so that in all litigation regarding admission, examination & other service matters, the jurisdiction will be the Head Quarter of the university i.e. KOTA.

It was further resolved that in examination forms, admission forms and instruction books specific note be inserted which should read " for all disputes jurisdiction will be KOTA".

[S - (iv)

Direct recruitment on the post of Assistant as one time measure.

Resolved that the vacant posts of Assistants may be filled in by way of direct recruitment as one time measure only after recommendation of D.P.C.

S - (v)

Revision of remuneration rates, conveyance and centre charges etc. of the KOU.

Resolved decision taken at item No. 12 be followed.

S - (vi)

Grant of status of special study centre of KOU at School of Computer Edu. BHEL, Ladies Club, Ranipur, Haridwar.

Resolved that the issue of jurisdiction outside the State of Rajasthan be got examined.

Further resolved that this proposal be examined by the Director, Regional Services and to give recommendation.

S - (vii)

Budget provision for payment of Gratuity, leave salary.

Resolved that the matter of Gratuity, leave salary etc. should be studied with the scheme of Pension and GPF. The matter may be examined in detail by the Committee constituted in item No. 4.

(S) - (viii)

Number of times the Faculty members may be permitted to apply for appointment in other universities/ institutions in one session.

Resolved that application be forwarded to other institutions keeping in view the interest of the University.

S - (x)

Admission to students of Karani
Nagar Vikas Samiti, Kota.

Proposals for admission of 30 women
candidates in computer programming without
charging any fee was not approved.

S - (x)

Matter of opening new regional centres,
study centres is decided as per main
agenda item No. 9.

TABLE AGENDA

Item - 14

Resolved to redesignate the post of
Academic Associates into Jr.Asstt.Director
in the same pay scale as advertised. Applicants
be informed that post is redesignated and
if they prefer to appear in interview for
the redesignated post, they may come on
scheduled date.

The following committee was approved
for the selection of Jr.Asstt.Director.

- | | |
|--|--|
| 1. Vice-Chancellor | Chairman |
| 2. One educationist in the
Professor scale nominated
by the Vice-Chancellor. | Member |
| 3. Board's nominee | Shri B.L.Parekh
Principal
V.S Pathik-
Shramjeevi College,
AJMER. |
| 4. Any one Director
nominated by the
Vice-Chancellor | Member |
| 5. A nominee of the
Government. | Member |

Item 15

Resolved to extend ^{the} term of Shri B.P.
Pathik, Officer In-charge B.Ed, Jodhpur for
a period of six months from 28.6.91. He
will be paid only minimum of lecturer's
scale and H R.A as admissible in the
scale. No other allowance will be given.

Contd: 9.

Item - 16

Resolved to relax the condition of 5 years of services in the university for the Study Leave to Shri C.B.Sharma on the following conditions :

- a) This should be treated as special case and will not be treated as a precedence in future. In future, only such candidate should be granted study leave who fulfil required eligibility as per rules and whose case is considered and recommended by the Advisory Committee so constituted.
- b) Shri C.B.Sharma shall execute a bond, with proper sureties in favour of the Kota Open University thereby undertaking to serve the university for a period equivalent to the leave-period after expiry of the study leave and resumption of duty, failing which he shall be liable to refund the leave salary actually paid to him by the university. He will send a report of the progress of work project through his supervisor/guide to the university every six months.
- c) If he gets any financial assistance within the period of study leave, he will be paid salary as per Rajasthan University Rules. 7

Item - 17

Approved the appointment of Shri Dilip Singh as O.S.D. (MP&D) and Shri G.N.Arcora as O.S.D. (A&E).

The meeting ended with thanks to the Chair.

APPROVED BY:

T.N. Bhargava
CHAIRMAN

(M) Arora 2/9/91
REGISTRAR
SECRETARY: BOM

KOTA OPEN UNIVERSITY: KOTA

MINUTES OF THE 19TH MEETING OF THE
BOARD OF MANAGEMENT HELD ON 3RD
FEBRUARY '1992 AT 12 NOON AT VICE-
CHANCELLOR'S SECRETARIAT, MALA ROAD
KOTA JN.

The following were present :

- 1) Prof. T.N.Bhardwaja, Chairman
Vice-Chancellor
- 2) Shri I.C Shrivastava Member
Secretary,
Education Department
Govt.of Rajasthan
Jaipur
- 3) Prof. M.V.Mathur Member
Jaipur
- 4) Prof.G.S.L.Devra Member
Head,
Deptt.of History &
Indian Tra.& Cul.KOU
- 5) Shri Yogeshwar Sharma Member
Director (P&D) KOU
- 6) Dr. Sushama Singhvi Member
Director,
Regional Centre, KOU
Udaipur
- 7) Dr. M.L.Jain Secretary
Registrar
- Prof. Y.S.Chauhan Chairman
Special Invitee
Finance Officer

The following decisions were taken :

Item - 19 . 1

Confirmation of the minutes of last
meeting held on 24.8.1991.

Contd: 2.

a) Minutes confirmed with the following modification of heading of the item No. 10. In place of the words "to creat posts for Security Guards" the following shall be substituted

" Hiring of services of Security Guards on contractual basis ".

b) The Board of Management noted with satisfaction the action taken on the decisions of the last meeting held on 24.8.1991.

Item - 19 . 2

Approval of revised Monogram/
University Flag.

Resolved to approve the revised monogram and university flag. However, the Board of Management authorised the Vice-Chancellor to use the services of good artist for setting of the monogram and colour combination. If there is any change in the monogram, this change should also be reflected on the flag.

Item - 19 . 3

Extension of Open University Programme in Dubai and other Countries.

Resolved to agree in principle. The Vice-Chancellor is authorised to constitute a Committee of 3 persons, one from Education Department, one from University and one legal personnel to look into all legal, constitutional and operational aspect of this matter and mode of clearance, if any, required from Ministry of Human Resources

Contd: 3.

②

and External Affairs Ministry, Government of India. The Committee will submit its report early.

Item - 19. 4

To approve the recommendation of the Selection Committee for selection of Director, Regional Centres.

Resolved to send proposals for 4 posts of Director, Regional Centres. These posts have not yet been sanctioned by the Government for Bikaner, Jodhpur, Ajmer & Kota Regional Centres. Till then the sealed envelop be kept in Vice-Chancellor's custody.

Item - 19. 5

Approval of salary to be paid to Shri C.B.Sharma, Asstt. Prof. in English, Kota Open University as per Rajasthan University Rules.

Resolved that salary to Shri C.B.Sharma, Asstt. Prof. in English during his study leave be paid as per Rajasthan University Rules as under :

- A) (I) " A Teacher who is granted Study Leave will be entitled to leave salary as per norms prescribed below :
- (i) " For Study leave upto a period of 2 years - Full "
 - (ii) " For study leave for next one year - half pay " .
- B) Resolved to make additions as per Annexure-1(049A) in the Ordinance 49 of Kota Open University Service Rules.

Item - 19. 6

Revision of rates of reimbursement of tuition fee for the children of university employees from Rs 25/- to Rs 32.75 per month.

Resolved that matter be re-examined agains by the Finance Officer.]

4

Item - 19. 7

- (a) Duties and functions of Legal Advisor, Standing Counsel, Officer-In-Charge and other Advocates.

Resolved to approve duties and functions of Legal Advisor, Standing Counsel, Officer-In-Charge and other Advocates as detailed in annexure - 2.

- (b) Resolved to add the following rates of remuneration for legal work with the rates approved in the meeting held on 24.8.91.

After the point 8 in annexure - 6 of the item 16 of the last meeting the following be added :

9. "In case which are no contested or in which ex-party decision is taken or case is withdrawn after filing reply the fee to be paid to the lawyer will be half of that prescribed at point 3.4. & 5 above " .

10. " Steno Typing charges shall be paid as under :

Rs 10/- per page (six set) and for annexure Rs 5/- per page (six set)."

Contd: 5.

Item - 19. 8

Admission to students of Karani
Nagar Vikas Samiti, Kota without fee.

The proposal is not accepted. This facility
had already been given as one time exception.

Item 19 -9(a) Disposal of Exam Answer Books
of the main examinations 1988
and 1989 by selling it to some
paper manufacturers or by getting
them cut into pieces.

Resolved that blank papers be removed
from the Answer Books and used answer books may
be sold to the highest bidder as per rules but
it should be ascertained that secrecy is maintained
and mis-use is avoided.

Item - 19. 9(b) Disposal of Question papers
of the previous years by selling
it to the book sellers who offer
the highest price.

Resolved that such question papers
be bounded subjectwise or classwise and nominal
price be fixed. It should cover printing, binding
and other transportation charges. These bounded
copies be sent to the Regional Centres for their
sell at the prescribed price.

Item - 19.9(c) To insert the words "PER DAY"
against the revised rates of
Building/Furniture rent recommended
by the Committee and approved by
the Board of Management in its
18th meeting held on 24.8.91
under item No. 12.

Resolved to approve to add "PER DAY"
at item No. 12 of the 18th meeting of B.O.M. held
on 24.8.91. ↵

(M)

Item - 19. 10

Categorisation of Legal Advisor
Standing Counsel, Advocates and
Lawyers for T.A/D.A purpose.

Resolved that Legal Advisor, Standing
Counsel, Advocates and Lawyers attending court
cases outside the H.Q will be categorised in
A-1 class but they shall not be allowed journey
by own motor-car or taxi.

Item 19. 11

Regularisation of purchase of
wooden furniture - avoidable excess
payment of Rs 14,616/-.

Resolved to regularise the purchase of
wooden furniture in 1987 as objected by the
A.G in its audit report 1987 - 88.

SUPPLEMENTARY ITEMS:

Item - 19. 12

Appointment of Tax Consultant and
work relating to Income tax etc.

This item is deferred.

Item - 19. 13

To select Stenographer from the
university staff.

Resolved that selection of stenographer
through open competition/test be organised by
the university in which the university staff may
also participate.

Item - 19. 14

Reorganisation of Building Committee.

Resolved that in supersession of earlier
constitution of Building Committee dated 9th
January, 1988 the following committee is
constituted :

- | | |
|--|------------------|
| 1) Vice-Chancellor | Chairman |
| 2) Collector, Kota
or his nominee | Member |
| 3) Addl. Chief Engineer
or his nominee | Member |
| 4) Principal,
Kota Engg. College | Member |
| 5) Chairman, U.I.T. | Member |
| 6) Prof. C.D. Sharma | Member |
| 7) Prof. A V Ramanujam
Building Consultant
KOU | Member |
| 8) Finance Officer, | Member |
| 9) Director
Planning & Development | Member Secretary |

Item - 19. 15

To consider the request of teachers to allow them to attend college/ examination classes for L.L.B and other courses.

Resolved as under :

- / a) The teachers will be allowed only after the permission of the Unit Head and their report that there will be no adverse effect on the normal work assigned to the teachers.
- b) No permission shall be given for attending classes or for giving lectures in tutoring institutes.
- c) Not more than 20% of the teaching staff shall be allowed to attend such classes.

Opening of Cell for Adult and Continuing Education with U.G.C assistance.

This item is separately being dealt with.
Hence no decision.

Item - 19. 17

To approve the constitution Kota
Open University Teachers Association

Resolved to authorise the Vice-Chancellor to grant recognition to these associations in the light of recommendations of the committee set up to examine application for grant of recognition.

Item - 19. 18.

Items with the permission of
the Chair.

- 1) The Board of Management notes with satisfaction and appreciates that Vice-Chancellor participated in the 5th Annual Conference of Asian Association of Open Universities held at Colombo, Sri Lanka on 17th, 18th & 19th September, 1991. This conference was organized in collaboration with Commonwealth of Learning, Vancouver, Canada. Kota Open University is a member of Asian Association of Open Universities and participation at the Vice-Chancellor's level provided an opportunity to actively associate and be benefitted under international network of COL and AAOU.

The University has established direct links with COL and are getting benefits under COL network programme. Our proposals for equipping this university with latest communication technology are under consideration with COL and we are likely to receive

eight FAX machine and eight Desktop printers as gift.

KOU has also been associated with the projects of Asian Open Universities and are being benefitted by it. Massive research collaboration is in pipeline.

- 2) The Board authorised the Vice-Chancellor alongwith senior functionaries of the University to participate in the conferences, seminars and symposia organised and sponsored by Asian Association of Open Universities and Commonwealth of Learning depending on the availability of resources. The Vice-Chancellor may also be requested to mobilise resources from national and international funding systems to manage and develop the different activities of Kota Open University.
- 3) The Board of Management of Kota Open University records its appreciations for the distinguished services rendered by Shri Eudh Singh ji Bapna and Dr. C M Jain as its members from 1.2.1990 to 31.1.1992 and 19.10.1989 to 18.10.1991 respectively. Shri Bapna ji and Dr. Jain have contributed significantly in the deliberations of BOM. Their constructive services would be remembered for times to come.

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

APPROVED :

T.N. Bhandwari
 VICE-CHANCELLOR
 CHAIRMAN; BOM

Am 5/3/92
 REGISTRAR
 SECRETARY; BOM

THE MINUTES OF THE 20TH MEETING OF BOARD OF
MANAGEMENT, KOTA OPEN UNIVERSITY, KOTA HELD ON 18-5-92
AT REGIONAL CENTRE, J A I P U R,

The following were present :-

1. Prof. T.N. Bhardwaja, Chairman
Vice-Chancellor
2. Shri I.C. Shrivastva Member
Secretary,
Deptt. of Education
Govt. of Rajasthan, Jaipur.
3. Prof. Rakeah Khurana Member
I.G.N.O.U. New-Delhi.
4. Prof. G.S.L. Devra Member
Deptt. of History S.I.P., K.O.U.
5. Shri Yogeshwar Sharma Member
Director (P&D) K.O.U.
6. Dr. K.K. Gautam Member
Director Regional Centre, K.O.U.
Jodhpur.
7. Dr. M.L. Jain Secretary
Registrar

At the outset the Vice-Chancellor, welcomed the members for attending the meeting at a very short notice.

the following decisions were taken:-

20. 1 To approve the selection of Directors, Regional Centres (Regional Directors). The Board of Management accepts the recommendation of the selection committee which ^{has} approved the panel of candidates selected at its meeting dated 29th and 30th January, 1992. The

proceedings approved, is enclosed as annexure 'B'.

The advertisement issued for the selection of Directors Regional Centres has specific mention that 16% and 12% posts will be reserved of SC/ST class applied for the post. The action regarding filling up of posts from SC/ST class shall be taken as per Government direction.

20. 2 Resolved to approved the decision of VC Under section 8 (4) of Kota Open University Act authorising the VC to incur expenditure upto 104 LAKHE for the first Quarter of 1992-93.

✓ 20. 3 Resolved to approve the Minutes of the pension committee meeting held on 11-2-92. The minutes are enclosed at annexure- 'B'.

20. 4 To approve the minutes of committee to consider the recommendation regarding the fee/honorarium to be paid to the Course editors/Translators:-


(i) Approved the rate @Rs 1000/- & Rs 750/- to be paid to the authors per unit for P.G. and U.G. Courses respectively.


(ii) As regards to horarium to be paid to the Course editors, translators, and language editors the Vice-Chancellor was authorised to get the rate of I.G.N.O.U. compared and take decision about the maximum and lower limits of the rates taking into account variations as per requirements of unit s/ pages/words/quarterly etc.

20. 5 Resolved to approve that for P.L. purposes '240' days be substituted for '180 days' for maximum accumulation and leave salary purposes in the service/^{rules} of Kota Open University.

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

APPROVED


VICE-CHANCELLOR
CHAIRMAN; B.O.M.


✓ REGISTRAR &
SECRETARY

THE MINUTES OF THE 21ST MEETING OF THE BOARD OF MANAGEMENT HELD IN JAIPUR ON 29.7.1992.

The urgent meeting of the Board of Management was held in the Office of Regional Centre, Jaipur on 29.7.92. The following were present in the meeting :-

- | | | |
|--|---|------------------|
| 1. Prof.T.N.Bharadwaja
Vice-Chancellor, KOU, Kota. | - | Chairman |
| 2. Shri I.C.Srivastava,
Education Secretary,
Government of Rajasthan
Jaipur. | - | Member
 |
| 3. Sh.C.K.Mathew
Special Secretary,
Deptt.of Finance,
Govt.of Rajasthan, Jaipur | - | Member |
| 4. Prof.Rakesh Khurana,
School of Management,
IGNOU, New Delhi. | - | Member |
| 5. Sh.Yogeshwar Sharma,
Director,
Planning & Development,
KOU, Kota. | - | Member |
| 6. P-rof.G.S.L.Devra,
Professor of History,
KOU, Kota. | - | Member |
| 7. Dr.K.K.Gautam,
Director, Regional Centre,
KOU, Jodhpur. | - | Member |
| 8. Sh.R.K.Sharma,
Finance Officer,
KOU, Kota. | - | Special Invitee. |
| 9. Dr.M.L.Jain,
Registrar,
KOU, Kota. | - | Secretary. |

The issue before the Board of Management was that whether the order Nos.KOU/VCS/Estt./92/NT/172-325 dated 6/7.2.92 and No.KOU/Estt/92/190-93 dated 13.2.92 issued by the University under the set of circumstance indicated in the notes of the Vice-Chancellor dated 6.2.92 and 13.2.92 respectively are to be made operative, modified, kept pending or be withdrawn in view of the rules, Government orders and the facts of the case.

The Board considered all the aspects of the issues involved and decided as under :-

- (1) On Order dated 6/7.2.92 :-

The order dated 6/7.2.92 was issued to give the benefit of regular pay scale to 26 persons working as L.D.Cs; 3 persons working as D.A.s. and 29 persons working as Class IV

(Signature)

on fixed sum i.e. minimum of the amount prescribed in their respective pay scales.

The Board considered the positions of the rules. The regular pay scale to any employee on any post can only be given when :-

- (a) there is a sanctioned and vacant post,
- (b) the person is eligible and qualified for the post,
- (c) the person is selected through a process of regular selection.

But in this case there was no sanctioned and vacant post available at the time of issue of the orders in any of the three cadres except 6 posts of L.D.C. which fell vacant on account of adhoc promotion from L. D.C. to U.D.C. Three posts of Data Entry Assistant (new name computer operator) are at later stage sanctioned under the plan Budget for this year 1992-93.

Moreover, 26 employees working as L.D.C. on fixed sum are also required to meet the eligibility prescribed for the post which presently they do not hold. For the post of Data Entry Asstt. the process of regular selection is already on and examination for regular selection has already been conducted. So, any order giving regular scale to persons working as Data Entry Asstt. on fixed sum will invite court litigation.

In view of the above position of the facts and rules, the Board feels that order dated 6/7.2.92 cannot be implemented. The Board unanimously resolved that this order be made inoperative and be revoked and be treated as withdrawn.

The matter of creation of posts is already pending with the Government. As and when the posts are sanctioned and vacant posts are available, the process of regular selection and giving regular scale may be followed. The case of these employees already working in the University on fixed sum may be considered sympathetically. The Board desired that the matter of creation of posts may be expedited.

(u)

(2) On order dated 13.2.92 :-

Order dated 13.2.92 was issued to give the employees of Kota Open University the minimum of the pay in the pay scale and admissible D.A. thereon from the date they joined the University. This order was issued in reference to Govt. of Rajasthan D.O.P. order No.F.3(28) personnel K.2/85 Pt.II dt.13.2.91. The D.O.P. order provides that those eligible and qualified persons who were appointed on daily wages before 31.3.90 against vacant posts of L.D.C. may be given minimum pay of the scale and D.A. admissible from time to time. This minimum of pay scale and D.A. will be paid from 13.2.91 i.e. from the date when the order was made effective. The order issued by the University on 13.2.92 does not conform to the spirit of order of D.O.P. dated 13.2.91, because in this University order of 13.2.92 all classes of employees have been covered and minimum of the pay and D.A. was ordered to be given to them from the date they joined the University, while the D.O.P. order of 13.2.91 is specifically meant for L.D.C. and it only allows minimum of the pay and D.A. from 13.2.91. Evidently it is, therefore, not possible to implement the University order dated 13.2.92.

It may also be mentioned here that on 13.2.91 no person in the Univ. was working as L.D.C. on daily wages for whom the orders could be made effective. 26 persons working as L.D.C. were already given fixed sum (minimum of the pay) from 12.10.90 as per decision of the Board of Management i.e. much before the order of D.O.P. dated 13.2.91. For all the 26 persons clear vacancies are also not available. Only 6 sanctioned posts were vacant. But none out of the 26 persons is eligible for the post of L.D.C. So they are not covered by the order of D.O.P. dated 13.2.91 even if this order is made applicable in the University.

In view of the above position of D.O.P. order and facts of the case the Board unanimously resolved that the order dt.13.2.92 issued by the Vice-Chancellor of the University be made inoperative and be revoked and treated as withdrawn.

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

APPROVED BY
T.N. Bhardwaj
VICE-CHANCELLOR

(Signature)
REGISTRAR

MINUTES OF THE 22nd MEETING OF THE
BOARD OF MANAGEMENT HELD ON 15TH
SEPTEMBER, 1992 AT 11.00 A.M. AT VICE-
CHANCELLOR'S SECRETARIAT, MALA ROAD,
KOTA JN..

The following were present :

- | | | |
|----|---|-----------------|
| 1) | Prof. T N Bhardwaja
Vice-Chancellor | Chairman |
| 2) | Begum Saria Khan
Advocate
Nayi Abadi, Banswara | Member |
| 3) | Dr. Devesh Kishore
Director
Communication Divn.
IGNOU, New Delhi | Member |
| 4) | Prof. Yogeshwar Sharma
Director
planning & Development | Member |
| 5) | Prof. G.S.L. Devra
Head,
Deptt. of Indian Tra. & Cul. | Member |
| 6) | Dr. K.K. Gautam
Director
Regional Centre, KOU
Jodhpur. | Member |
| 7) | Shri R.K. Sharma
Finance Officer | Special Invitee |
| | Dr. M.L. Jain
Registrar | Secretary |

The following decisions were taken :

Item 22/1 To confirm the minutes of the last meetings.

Resolved to confirm the minutes of the last meeting of the Board of Management dated 3.2.92; 18.5.92 & 29.7.92.

On the point raised by Director (P&D), member of the Board of Management that there exist an anomaly in T.A rules. It was resolved to constitute a committee consisting of Shri Yogeshwar Sharma, Prof. G.S.L. Devra, both members of the BOM and Finance Officer to examine the anomalies in T.A rules and suggest proposals for removing them.

Contd: 2.

Members of the Board of Management felt that notice of the meeting should be given before 20 days and agenda notes be circulated so as to reach 15 days before the date of scheduled meeting.

Item 22/2(a) To approve the Budget Estimates for the year 1992-93 and Revised Estimates for the year 1991-92

Resolved to approve the Budget Estimates for the year 1992-93 and Revised Estimates for the year 1991-92 as approved by the Finance Committee with the following remarks :

- i) Budget provisions for Studio be kept in Revised Estimates.
- ii) All Unit Heads should be asked to give new proposals for the development of various activities in the University and put these proposals before the BCM in its next meeting.

Item 22/2(b) Audited Balance Sheet for the year 1989-90

The members of the Board of Management expressed concern about the objection raised in the audit note by the auditors. Some of the issues raised should receive particular attention with regard to the points 3; 6; 7 & 13 of the note. The Board noted that these should have been taken care of at the stage of audit. The Board has directed that all issues raised in the audit report should be complied with and replied to the Chartered Accountant and comments of the C.A be obtained back and these be put up before the next meeting of the BCM.

Item 22/2(c) To approve the revised rates of T.A/D.A.

Resolved to approve the revised rates of T.A/D.A as approved by the Finance Committee (Annexure - 1).

Item 22/2(d) Revised tuition fee for reimbursement benefit.

Resolved to approve the revised rates of tuition fee for the reimbursement benefit for the children of the employees of KCU, as approved by the Finance Committee as annexure - 2.

Item -22/3 To amend Statute (1(11) of the KCU Act.

Resolved to amend Statute 1(11) of KCU as under :

" The word "Senior most Director" appearing in Statute 1(11) shall be substituted by the words "Senior most Director/Professor".

Item 22/4

To amend Service Rules (Ordinance) 42.

Proposals for granting Commuted Leave on the ground of private affairs is not accepted.

Item 22/5

To consider the minutes of the Capital Works Sub Committee

The minutes of the Capital Works Sub-Committee was considered and the Vice-Chancellor was authorised to take suitable action/decision about the Architect and report it to the BCM in its next meeting.

Item 22/6

To consider the Pay and Allowance of Officiating Vice-Chancellor

After deliberation it was decided that first the position in other universities should be ascertained about the pay and allowance given to the officiating Vice-Chancellor. On that basis the Vice-Chancellor is authorised to send a suitable reply to the Government.

Item 22/7

To approve the recommendations of Academic Council in matters of grants for research activities.

Resolved to approve the decision of the Academic Council regarding the allowance of grant for various research activities as annex -3.

The members of the Committee felt that for Ph.D students amount of Rs 700/- as scholarship, fellowship is very less. It should have been increased. Therefore, the rates prevalent in other universities should also be known and if necessary, fresh proposals be put up in the next meeting.

Item 22/8

To approve the Annual Report for the year 1990-91 as prescribed by the Committee.

Resolved to approve the annual report of KOU for the year 1990-91. Before printing the Annual Report a copy be circulated to every unit head for checking the information. If no amendments/proposals are received within a week's time, then it should be assumed that there is nothing to say and the report should be printed and circulated.

Item 22/9

Nomination of members by the BCM on various bodies/Selection Committee

Resolved to nominate the following as BCM's nominee on various bodies ;

- i) Planning Board
Begum Saria Khan
Advocate
Nayi Abadi,
Banswara
- ii) Selection Committee for
appointment of Professors
Prof.(Mrs.)Kanta Ahuja
Vice-Chancellor
Ajmer University
Ajmer.
- iii) Selection Committee for
appointment of Associate
Professors
Dr.Sharda Sharan Singh
Jodhpur.
- iv) Selection Committee for
appointment of Assistant
Professors.
Dr.J.S Quadary
Hamdard University
College of Pharmacy
New Delhi
- v) Selection Committee for
appointment of C.E and
Secy.to the Vice-Chancellor
Dr.Devesh Kishore
Director
Communication Divn.
IGNOU, New Delhi
- vi) Selection Committee for
appointment of A.r/D.R
or equivalent posts
Shri K R Narayanan
Registrar
IGNOU, New Delhi

SUPPLEMENTARY ITEMS :

Item 22/10 Appointment of Chartered Accountant.

Resolved to approve M/s. S.Somani & Co., Chartered Accountant Kota for the audit of KOU for the year 1990-91 on the terms and conditions mentioned at item No. 1 of the minutes of the meeting of the Committee for appointment of Statutory Chartered Accountant (Annexure -4.).

Item 22/11 Recognition of Kota Open University Teacher's Association

Resolved to recognise in principle the KOU Teacher's Association but the Vice-Chancellor was authorised to get the constitution presented by KOU Teacher's Association examined before approving the constitution.

Item 22/12 Extension of validity of advertisement for selection

The proposal was not accepted and it was directed to re-advertise all the posts of Director; Professor; Associate Professor & Assistant Professor on the basis of UGC guidelines. For the post of Director (H.Qs) the V.C was authorised to determine the essential and desirable qualifications/eligibility in specific terms as per job requirements.

✓ Item 22/13 Appointment of Shri R.C.Sharma as Administrative Secretary to Vice-Chancellor.

Resolved to appoint Shri R.C Sharma for three months. If necessary, this period will be extended maximum upto another three months. Selection procedure on the post may be initiated immediately.

His pay & allowance should be fixed as per rules applicable to re-employment of Retd. Government servant.

Item 22/14

Appointment of Retd. Govt. employee
Shri B.P. Pathik

Dr. K.K. Gautam, member of the Board put a proposal that services of retd. govt. servant Shri B.P. Pathik who has served as Consultant, B.Ed. from 27.6.90 to 20.8.92 again be taken on contractual basis as consultant B.Ed. programme. He emphasizes that without his services the B.Ed programme at Jodhpur Regional Centre can not run.

Resolved that services of Shri B.P. Pathik be taken on earlier terms and conditions upto 31st March, 1993.

Item 22/15

Prof. G.S.L. Devra, member of the Board proposed that Shri Bhai Bhagwan, Secy. of the Management, RMVTT College Udaipur has been working as Chief Co-ordinator at the Study Centre so the remuneration @ Rs 300/- P.M. admissible to Principal of the college be given to him because Shri Bhai Bhagwan is not a Principal of the college but he is Secretary of the Management. This amount be given from the date he has been working as Chief Co-ordinator.

Resolved to sanction, as a special case, Rs 300/- p.m. to Shri Bhai Bhagwan for the period he has actually worked and this should be given to him upto 30th June, 1993. This should not become a precedent in other cases.

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

Approved by


CHAIRMAN
BOARD OF MANAGEMENT


SECRETARY;
BOARD OF MANAGEMENT

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MINUTES OF THE 23RD MEETING OF THE BOARD
OF MANAGEMENT HELD ON 25.9.1993 AT REGIONAL
CENTRE, JAIPUR.

The following were present :

- 1) Prof.T.N.Bhardwaja
Vice-Chancellor, Chairman
 - 2) Prof.Devesh Kishore
Director
Communication Divn.
IGNOU, New Delhi Member
 - 3) Shri Sudhir Verma
Secretary
Education Department
Govt.of Rajasthan
Jaipur Member
 - 4) Prof.M.D.Agarwa,
Head,
Deptt.of Commerce
KOU,Kota Member
 - 5) Shri Yogeshwar Sharma
Director
Planning & Development
KOU,Kota Member
 - 6) Dr.K.K.Gautam
Director
Regional Centre
Kota Open University
Jodhpur Member
- Shri S K Agarwal
Registrar Secretary

Shri D K Jain,Dy.Secy.(Finance) & Shri B.K.Khunteta
O.S.D.(Hr.Education) were also present in the meeting.

Before taking decisions on the points it was
emphasised that the Board of Management meetings be held
within three months.

Item-23/1 To confirm the minutes of
last meeting.

Regarding action taken on the points of last
meeting the following observations were made.
Regarding Item 22/5 it was brought to notice
that the matter is under consideration of the
Vice-Chancellor. During course of discussions
Shri Sudhir Verma advised that Mr.Gulati, a
well known architect at Jaipur may also be
contacted. It was agreed that the matter will

Contd: 2.

be taken up at the time of his visit to Kota on 15th October, 1993. The visit of Education Secretary to the new campus will be arranged at that time.

Discussions were held in the matter of decentralisation. A question was raised by the Education Secretary that why the number of enrolment in several courses has been decreasing? Efforts should be made to enhance the number of students. For this admission & fee deposit be made at the Regional Centre. The concerning faculty members should ~~not~~ monitor the whole situation. Students should not be asked to move to Head Quarters for every information. The Board agreed on the proposal that KOU may depute some person for software computer works etc. in IGNOU, New Delhi. The Education Secretary was of the view that KOU should be very careful in announcing & launching the courses.

Further resolved that Registrar should examine the whole situation and put up a self contained note in next meeting of BOM.

Item-23/2

To approve the minutes of Finance Committee meeting.

- a) Budget estimates for the year 1993-94 for approval.

The minutes of the Finance Committee meeting dated 26.6.93 & 28.7.93 were considered. Regarding budget estimates for the year 1993-94 and revised estimates for the year 1992-93 some of the members objected for uneven booking of expenditure at Regional Centres of Jaipur & Jodhpur which necessitated the reappropriation of funds. The Education Secretary was of the view that the Vice-Chancellor himself is the appropriate authority for reappropriation of funds, which can be done in the month of December, 1993. The Finance Committee may look into this matter in its meeting when revised budget estimates will be considered for approval. Budget proposals were approved with this proviso.

The matter of subsidy to the university employees was also brought to the notice of the Board. Resolved to decide that employees are required to

submit authentic travel bills. The amount of subsidy will be allowed to the employees after actual performance of journey against travel cost after verifying the bills as per rules. The proposed amount of subsidy was approved.

Item-23/3

To approve the minutes of Academic Council meeting held on 21.9.93.

The minutes of the meeting of Academic Council held on 21.9.1993. are approved.

Item-23/4

To nominate two members on the Finance Committee.

As per provisions of Statute 10(f) of the Kota Open University Act-1987 the following two members are hereby nominated on Finance Committee for a term of two years.

- 1) Prof.M.D.Agarwal
Head,
Deptt. of Commerce,
Kota Open University, Kota.
- 2) Prof. M.C.Khandelwal
B 210 Janata Colony
Jaipur - 4.

Item-23/5

To consider the facilities and allowance to the fixed monthly wages employees of the university.

The matter was brought to the notice of Board. The observation of H.P.C. in this regard was also discussed. Resolved that the matter may be examined at length. As per the decision of H.P.C requisite strength of posts be obtained from the Government and till further orders the existing procedure be followed.

Item-23/6

To consider the constitution of Selection Committee for appointment of non-teaching staff.

Dropped.

Item-23/7

To consider vacation to the university teachers.

Resolved that the existing provision may prevail at present. The education Secretary was of the view that the matter may also be got examined by the Finance Department, Govt. of Rajasthan, Jaipur. Detailed rules as per IGNOU pattern be prepared for this.

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23/3

To consider proposal about raising q
quota of promotion from 60% to 100%
in case of Assistant/Section Officer.

Resolved that the matter be examined at
length in the light of rules prevailing in
other universities.

23/9

To review Vice-Chancellor's order
separating department of History and
department of Indian Tradition &
Culture in the view of BCM's resolution
dated 23.1.90 and 15.3.91.

The Vice-Chancellor may review the decision
after collecting relevant informations and place
for consideration of BCM in due course.

23/10

To approve création of separate depart-
ment of MP&E - assigning definite
function.

Resolved to put up detailed proposals before
the next meeting of BCM.

23/11

To consider grade increments and
pay fixation of Dr.M.K.Ghadoliya
Associate Prof.in Economics.

Resolved that the case be referred to the
committee constituted by the BCM as per Resolu-
tion No. 14 dated 25.5.90. The Board authorised
the Vice-Chancellor to bring all such cases in
the next meeting of BCM.

23/12

To consider proposals of the
Planning Board to designate
Director(P&D) as Member Secretary
of the Planning Board in place
of Registrar.

Dropped.

23/13

To confirm the decision of the
Vice-Chancellor to waive type
test for promotion of Class IV
employees to the post of L.D.C

Resolved that type test should be cleared
within three months. No increment will be
allowed till the type test is clear. The
eligibility conditions should be fulfilled
in future.

23/14

To consider regularisation of
qualification for the post of
Stenographer from graduate to
Hr.Secondary.

Resolved that the qualification for steno-

graphers will as such as prevailing in P.S.C/ State-Govt. However, the proposal in details will be submitted before the Board of Management in its next meeting.

Item-23/15

To consider the enquiry report against Shri Nagendra Dwivedi, Shri Naresh Bhargava- regularisation of their appointment.

Resolved that Registrar should examine the enquiry reports in the light of service rules and then the case be put up with his observations in the next meeting.

Item-23/16

To consider Shri R.P.Sharma's Service Matters.

Resolved that the Vice-Chancellor was authorised to examine the legality of this matter of paying the break period before taking any decision. The matter along with enquiry report be put up in the next meeting of BCM.

Item-23/17

To approve Annual Report 1992-93.

Resolved to approve the Annual Report for the year 1992-93.

Item-23/18

To consider the system of Annual Performance Report for non-teaching staff.

Deferred for next meeting.

Item-23/19

To consider proposal for amendment in Section 29 of KOU Act-1987 regarding publication Statute Ordinance and regulations in the official gazett.

Resolved to drop the matter.

Item-23/20

To approve the appointment made by Selection Committee.

Resolved to approve the recommendations of Selection Committee for the post of A.S to Vice-Chancellor. The Selection Committee proceedings recommending Shri Dinesh Chandra Sharma is selected on the post are approved.

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Selection Committee proceedings in other cases could not be considered as it was pointed out that selection procedure for these posts were not completed within one year from the date of advertisement of the vacancy.

21

To approve format of Degree/Diploma.

Resolved that size of Degree/Diploma is too large. It may be smaller in size. The layout & design is okay. The language of degree/diploma (english version) may be suitably checked.

22

To consider declaring Director Regional Services/Regional Centres as other academic staff.

Resolved that a Director can not be a Professor, if he does not possess requisite educational qualification and requisite teaching experience as per U.G.C norms.

A condolence was held in the memory of Prof. D.S.Kothari, eminent educationist & Prof. Har Gyan Singh, Vice-Chancellor, Rajasthan Agriculture University, who departed for heavenly abode this year. No further business was transacted thereafter.

(S.K. AGARWAL)
Registrar &
Secretary: BCM.

Third meeting of the Pension Committee was held on 11-2-1992 at 11.30 am in the chamber of the Finance Officer. The following were present :-

1. Prof. Yogeshwar Sharma
Director (Planning & Devp.) KOU, Kota.
2. Prof. M.D. Agarwal,
Director (Academic), KOU, Kota.
3. Shri R.C. Srivastava,
Dy. Registrar, (MPD), KOU, Kota
4. Shri Y.S. Chauhan,
Finance Officer, K.O.U., Kota.

The Registrar Dr. M.L. Jain and Shri L.R.Sharma, Section Officer, Regional Centre, Jaipur could not participate.

It was reported by the Finance Officer that the Indira Gandhi National Open University, Jawaharlal Nehru University and Delhi University are following Government of India rules. A copy of the Government of India rules available in Swamy's Pension Compilation were made available to the Committee.

Pension Rules applicable in Government of India and Pension Rules circulated by the Government of Rajasthan for adoption in the University are almost the same and are based on fundamental Rules as prevalent in the country. The Education Secretary was also anxious to know the decision of the University regarding adoption of Pension Rules circulated by the State Government during his recent visit to Kota Open University as member Board of Management. He pointed out that Rules may be adopted and difficulties, if any, may be sorted out at administrative level. Proposals regarding such difficulties may kindly be forwarded to the State Government for State Level decisions if need be.

Under the circumstances the committee recommends that the Rules may kindly be adopted by the University and the following points may be noted for decision at an appropriate level:-


1. Counting of the services of transferred employees from the University of Rajasthan, Jaipur & Mohan Lal Sukhadia University, Udaipur.
2. Counting of services of employees of various


on their selection by various Selection Committees.


3. Counting of services of other University employees located out-side Rajasthan who join this University on their selection to various positions.
4. Condonation of break in service for joining this University.

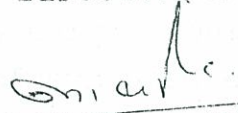
These rules are silent about payment of Service Gratuity and Death-cum-^{Retirement} Gratuity. Decision to this aspect should also be taken at appropriate level.

The meeting ended with a vote of thanks to the chair.


11.2.92
(Prof. Yogeshwar Sharma)
Director (P&D)


(R.C. Srivastava)
Dy. Registrar,
(MPD)


(Prof. M.D. Agarwal)
Director (Academic)


11/2/92
(Y.S. Chauhan)
Finance Officer