

ITEM NO 8

TO CONSIDER AND APPROVE OF THE REGULARISATION OF ADHOC AND DAILY WAGE EMPLOYEES IN GROUPS 'C' AND 'D' CATEGORY

19.8.1

The Chairman explained that in the initial stages of the University, the administration had to resort to recruiting certain persons on adhoc/daily wage basis so that the work of the University is not hampered. Such appointments were generally restricted to Group C and D posts. Taking various factors into account, including that of a writ filed in a Court of Law by one of the adhoc employees and based on legal opinion, the Vice-Chancellor, in exercise of powers vested in him under Section 10(3) of the IGNOU Act, regularised the services of 39 group C and D employees. The list of such employees is placed at Appendix III.

19.8.2

The Board ratified the action taken by the Vice-Chancellor in regularising the services of 39 group C and D employees.

ITEM NO 9

TO CONSIDER AND APPROVE THE PROPOSAL TO ABOLISH THE POSTS OF ACADEMIC ASSOCIATES AND CONSIDER THE CASES OF THE PRESENT INCUMBENTS FOR APPOINTMENT AS LECTURERS

19.9.1

The Chairman explained that there are 22 regular and 16 adhoc Academic Associates working in the University in the pay scale of Rs. 2000-3500. There was near similarity in the qualifications for the Academic Associates and the Lecturers; the academic functions performed by both these cadres are about the same. The revised cadres and pay scales announced by the Govt. of India based on U.G.C. Committee recommendations do not provide for the posts of Academic Associates. The persons so far appointed by the University in this category would not fit into the U.G.C. staff structure and, therefore, have no promotional opportunities.

19.9.2

After considerable deliberation on the subject and after taking various aspects into consideration, the Board decided that no post of Academic Associate be created in future and that the University take the following steps with

regard to the existing Academic Associates : (i) the regular Academic Associates appointed earlier through an open selection and who fulfil the qualifications prescribed for the post of Lecturer, be interviewed afresh by a duly constituted Selection Committee under Statute 12 and selected candidates be appointed as Lecturers; (ii) such of the regular Academic Associates who do not possess the prescribed qualifications for the post of Lecturer and also those who are not found suitable in the interview for the post of Lecturer will, however, continue as Academic Associates, the posts remaining personal to them; (iii) the adhoc Academic Associates who possess the prescribed qualifications for the post of Lecturer, may apply for the post of Lecturer against open advertisement; and (iv) the University may not grant extension to the existing adhoc Academic Associates beyond the minimum period for which their services may be considered absolutely necessary in the interest of work allotted.

ITEM NO 10
& 10A

TO NOTE THE PROCEEDINGS OF THE FINANCE COMMITTEE MEETINGS HELD ON 29.8.89, 31.1.90, 7.6.90 AND 3.8.1990 AND APPROVAL THERETO

19.10.1

The Board considered and noted the proceedings of the Finance Committee meetings held on 29.8.89, 31.1.90, 7.6.90 and 3.8.90.

19.10.2

The Board approved the following recommendations of the Finance Committee:

19.10.2.1.

Regulation of fee of retired employees of the Central Govt. etc. appointed as Consultants in the University

In accordance with the orders issued by the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel, the Board decided that the new scheme for fixation of fee to retired employees of the Central Government etc. appointed Consultants in the University may be made applicable with effect from 1st December, 1988,

except in cases where these affect any Consultant adversely. In these cases, the revised fee may be made applicable in case of future extensions/appointments. The fee in each case may be fixed with approval of the Vice-Chancellor keeping in view the nature of jobs entrusted to them subject to following ceilings :

Retired persons whose minimum of the last scale was Rs. 4,500/- or more Rs 4,000/-

Retired persons whose minimum of the last scale was Rs. 3,000/- or more but less than Rs. 4,500/- Rs 3,000/-

All other cases Rs. 2,000/-

The fee should not exceed the last pay drawn without adjustment of pension.

In case the officer was drawing pay in pre-revised scale the grade will be determined on the basis of corresponding revised scale.

In case of Consultants appointed on part-time basis, the fee will be 50% of the scales mentioned above.

The ceilings of Rs. 4,000/- for full-time Consultants and Rs. 2,000/- for part-time Consultants should be strictly followed in future.

19.10.2.2.

Fee/Honorarium to be paid for developing case study material in management

The Board approved the recommendations of the Finance Committee for giving seed grant of Rs. 500/- to each case writer and a flat fee of Rs. 2,000/- (including the seed grant of Rs. 500/-) to those writers whose cases are accepted.

19.10.2.3.

Fixing the ceiling limit on telephone calls in respect of residential telephone of Regional Director, Delhi

The Board approved that a ceiling of 900 calls for a cycle of two months may be prescribed for the telephone at the

residence of the Regional Director, New Delhi.

19.10.2.4.

Opening of additional Study Centres during 1989-90

The Board approved opening of additional Study Centres not exceeding 13 during the year 1989-90.

19.10.2.5.

Investment procedure for the University

(1) The Board approved the constitution of Investment Committee for investing surplus funds of the University. The Committee will consist of the following officers:

- a) Pro-Vice-Chancellor Chairman
- b) Director of School of Member Studies
- c) Registrar (Admn.) Member
- d) Finance Officer Member-Secretary

The Pro-Vice-Chancellor and the Director shall be nominated by the Vice-Chancellor each year whereas the Registrar (Admn.) and Finance Officer shall be ex-officio members.

(2) The Board approved the following procedure for investment of surplus balances.

(i) Investment of surplus balances in the General Account

(a) The Investment in short term or call deposits for periods not exceeding 6 months at a time may be approved by the Vice-Chancellor upto a limit of Rs. 20 lakhs in each case if he is satisfied that the amount being invested will not be required during the validity of the investment.

(b) The deposit account will be opened with any of the four approved Banks servicing the University i.e. State Bank of

India, Punjab National Bank, Andhra Bank and Canara Bank. Any proposal to invest in any other Public Sector Bank or organisation would require the approval of the Board. Proposals are to be made through the Finance Committee on the recommendations of the Investment Committee.

(c) The Investment Committee will consider all proposals for investment of funds in excess of limits above. The investments made with the approval of the Vice-Chancellor shall also be reported to the Investment Committee at its next meeting.

(ii) Investment of balances in Provident Fund Account

The Vice-Chancellor may be authorised to approve investments upto Rs. 10 lakhs at a time in any of the schemes of the Unit Trust of India, carrying interest not less than 12% per annum.

The University may keep in touch with latest Saving Schemes, covered by the Indian Trust Act and make proposals to the Investment Committee for making suitable recommendations to the Finance Committee/Board of Management. The investments made with the approval of the Vice-Chancellor will also be reported to the Investment Committee at its next meeting.

19.10.2.6.

Upgradation of pay scale of Professional Assistants from Rs. 1400-2300 to Rs. 1640-2900

The Board approved the revision of pay scale of Professional Assistants in the Library from Rs. 1400-40-1800-EB-50-2300 to Rs. 1640-60-2600-EB-75-2900 who possess higher qualifications i.e. a degree followed by Diploma in Library Science (one year's course after graduation) or its equivalent and 4 years experience or M.A./M.Sc. followed by a diploma in Library Science without