

IGNOU

MINUTES OF THE 61ST MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON JUNE 18, 2010 AT 11.30 A.M. IN THE BOARD ROOM, BLOCK-8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI-110 068

The following were present:

1. Prof. V.N. Rajasekharan Pillai, Vice-Chancellor - Chairman
2. Prof. Darvesh Gopal - Member
3. Prof. M.K. Salooja - Member
4. Dr. V. Venugopal Reddy - Member
5. Shri U.S. Tolia, Registrar (Admn) - Member-Secretary

Dr. D.K. Choudhry, Pro-Vice Chancellor and Prof. Manohar Lal, Members, Establishment Committee could not attend the meeting.

Shri R. Thyagarajan, Dy. Registrar (Establishment) was present to assist the Member-Secretary.

At the outset, the Chairman welcomed the members to the 61st Meeting of the Establishment Committee. Thereafter, the items on the Agenda were taken up for consideration, ad seriatim:

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 60TH MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON APRIL 05, 2010 AND TO NOTE THE ACTION TAKEN THEREON

EC 61.1.1 Registrar informed the Committee that the Minutes of the 60th Meeting of the Establishment Committee were circulated to the members. No Comments have been received on the Minutes. The Minutes were also approved by the Board of Management at its 104th Meeting held on 21.4.2010.

The Action Taken Report on various recommendations of the Establishment Committee was also placed with the agenda, for information of the Committee.

The minutes of the 60th Establishment Committee were thereafter placed for confirmation.

EC 61.1.2 The Committee noted the action taken report and confirmed the Minutes of its 60th meeting held on 5.4.2010.

ITEM NO. 2 TO CONSIDER THE CASE OF DR.VANDANA SINGH, LECTURER, SCHOOL OF EDUCATION FOR ADMISSION TO G.P.F. SCHEME

EC 61.2.1 The Committee noted that prior to joining the IGNOU as Lecturer, Dr. Vandana Singh had worked in the Ch. Charan Singh University, Meerut from 05.05.2002 to 24.01.2006, as a Lecturer, where she was covered under the GPF-cum-Pension Scheme in the said University. Accordingly, Dr. Vandana Singh has requested for admission to the GPF-cum-Pension Scheme in this University.

In the above context, the Committee further noted that the Ch. Charan Singh University has agreed to remit the pro-rata retirement benefits in respect of the period of services rendered by Dr. Vandana Singh in that University. The Committee also noted that the case was examined as per the extant rules, in consultation with the Finance Division and the case was eligible for admission to GPF-cum-Pension Scheme of the University. The Committee approved the proposal, strictly as per rules on the subject.

ITEM NO. 3 TO CONSIDER THE LIFTING OF PROBATION AND CONFIRMATION OF TEACHERS/ ACADEMIC STAFF OF THE UNIVERSITY

EC 61.3.1 The Committee approved the proposal for lifting of probation and confirmation of the following teachers / academics from their dates of the eligibility, being as per rules:

S. N	Name and Designation	Date of Joining	Date of completion of Probation	Date of confirmation
1	Dr. M.S. Parthasarathy, Regional Director, IGNOU RC, Goa	10.12.2008 (AN)	10.12.2009 (AN)	11.12.2009
2	Dr. Yonah Bhutia, Regional Director, IGNOU RC, Siliguri	23.12.2008	22.12.2009	23.12.2009
3	Dr. Nandini Sinha Kapur, Reader, School of Interdisciplinary and Transdisciplinary Studies	15.04.2009	14.4.2010	15.4.2010

EC 61.3.2 The Committee also noted the observations made by the Hon. Vice-Chancellor on the Performance Appraisal Reports in respect

of the above teachers/academics and the clarifications/action taken by the Academic Coordination Division, copy placed as **Appendix-1**.

The members of the Committee felt that the Performance Appraisal Reports should have been thoroughly scrutinized by the Academic Coordination Division before processing the same for consideration of the Hon. Vice Chancellor. The Committee directed that this may be followed in future for all cases.

ITEM NO. 4 TO CONSIDER AND APPROVE THE SHIFTING OF DATE OF PROMOTION OF DR. ANIL KUMAR DIMRI AS DY. DIRECTOR

EC 61.4.1 The Item was considered. The Committee noted that Dr. Anil Kumar Dimri joined the University as Assistant Regional Director on 17.4.1997. Dr. Dimri was promoted to the post of Dy. Director w.e.f. 17.4.2006 under the CAS of the University on completion of 9 years of service. Dr. Dimri had also worked as Junior Research Officer at the Centre for Micro Planning and Regional Studies, Lal Bahadur National Academy of Administration (LBSNAA), Mussorie from 24.6.1994 to 15.4.1997. The Committee further noted that the Board of Management at its 103rd meeting had approved the counting of the period of service rendered by him at LBSNAA from 24.6.1994 to 15.4.1997 for the purpose of Career Advancement in the University. Dr. Dimri has requested that his date of promotion to the post of Dy. Director be preponed to 24.6.2003, for the purpose of counting the period of service rendered by him in the Academy.

EC 61.4.2 The Committee approved the proposal for shifting and preponing of the date of promotion of Dr. Anil Kumar Dimri, as Dy. Director from 17.4.2006 to 24.6.2003 i.e. on completion of 9 years of combined service as ARD, plus, the service rendered by him as Junior Research Officer in the LBSNAA which was equivalent to Lecturer in this University and his placement in the Pay Band-4 in the scale of Rs.37400-67000 (AGP Rs.9000/-) w.e.f. 24.6.2006.

EC 61.4.3 The Committee noted that the case of Dr. Subhangi Vaidya is similarly placed, who had initially worked as ARD in the University and subsequently, selected as Lecturer. Her request

for counting the period of service rendered by her as ARD in the University for the purpose of promotion to the post of Reader also needs to be reviewed in the light of the case of Dr. Dimri and put up before the competent authority for a decision.

ITEM NO. 5 TO CONSIDER THE LIFTING OF PROBATION AND CONFIRMATION OF TEACHERS OF THE UNIVERSITY

EC 61.5.1 The Committee approved the proposal for lifting of probation and confirmation of the teachers / academics from the dates of the eligibility in the following cases, in accordance with prescribed rules:

S.No.	Name and Designation	Date of Joining	Date of completion of probation	Date of confirmation
1.	Dr. Sushant Kumar Mishra, Reader, SOFL	17.3.2009	16.3.2010	17.3.2010
2.	Dr. G. Bhardwaza, Reader, SOPVA	18.3.2009	17.3.2010	18.3.2010
3.	Dr. Seema Johari, Reader, SOPVA	18.5.2009	17.5.2010	18.5.2010
4.	Dr. Mallika Banerjee, Lecturer, SOPVA	1.4.2009	31.3.2010	1.4.2010
5.	Dr. Jadish Sharma, Reader, SOTST	1.5.2009	30.04.2010	1.5.2010
6.	Dr. P.V.K. Sasidhar, Reader, SOEDS	30.3.2009	29.3.2010	30.3.2010
7.	Dr. Nehal A. Farooquee, Reader, SOEDS	17.4.2009	16.4.2010	17.4.2010

EC 61.5.2 The Committee further directed that in future, a one page brief of the Performance Appraisal Report of the respective official(s) (academic/other academic & non-academic) containing salient features of work planned/achieved etc. should be appended with the proposals for lifting of probation of teachers/academics, in future.

ITEM NO. 6 TO CONSIDER THE CASE OF LIFTING OF PROBATION AND CONFIRMATION OF GROUP-A OFFICERS

EC 61.6.1 The Committee approved the proposal for lifting of probation and confirmation of the following Group-A (non-academic)

officers:

S. No.	Name & Designation	Period of Probation		Whether the controlling officer has recommended lifting of probation	Proposed date of lifting of probation
		From	To		
1.	Sh. R. C. Dhawan Deputy Registrar	09.02.09	08.02.10	YES	08.02.10 (A/N)
2.	Sh. N. V. Sreedharan Deputy Registrar	09.02.09	08.02.10	YES	08.02.10 (A/N)
3.	Sh. D. C. Sharma Deputy Registrar	09.02.09	08.02.10	YES	08.02.10 (A/N)
4.	Sh. Suresh Kumar Dy. Registrar	09.02.09	08.02.10	YES	08.02.10 (A/N)
5.	Ms. Vidya Sonal Dy. Registrar	09.02.09	08.02.10	YES	08.02.10 (A/N)
6.	Sh. M. R. Siddiqui Assistant Registrar	23.04.08	22.04.09	YES	22.04.09 (A/N)
7.	Sh. K. D. Sharma Assistant Registrar	21.08.08	20.08.09	YES	20.08.09 (A/N)

ITEDM NO. 7 TO REPORT THE MATTER IN REGARD TO EXTENSION OF TERM OF ENGAGEMENT OF SOME CONSULTANTS IN F&A DIVISION & OTHERS BEYOND 62 YEARS OF AGE

EC 61.7.1 The Committee noted the Action Taken by the University in engaging the services and extending the term of engagement of the certain officials as consultants beyond 62 years of age. The Committee was informed that these officials, most of whom have been drawn from India Audit & Accounts Department, have been deployed on certain specific jobs of critical nature which required highly experienced hands. This has been necessitated for smooth functioning of these specific areas.

The Committee appreciated the action taken by the University in engaging services of officials for certain critical activities beyond the age of 62 years. The Committee however, felt that the appointment of retired officials should be resorted to in a judicious manner, where the activities are of very critical nature, requiring highly experienced hands and only on the merit of each case, and not as a matter of routine.

EC 61.7.2

As regards the engagement of the Consultants & Daily Wage staff in the Schools & operational Divisions, the Committee decided that in future, each & every proposal shall be routed through Registrar (Administration) who will critically examine/process the same before putting up to the Vice-Chancellor for consideration, as per merit of the case. The Administration, at its part shall ensure that the proposals are processed as expeditiously as possible, so that the activities of the operational Divisions & Schools do not suffer.

ITEM NO. 8

TO CONSIDER THE GRANT OF (i) GRADE PAY OF RS. 4800/- TO THE SECTION OFFICERS/ SENIOR PERSONAL ASSISTANTS (& EQUIVALENT) AND (ii) UPWARD MOVEMENT SCHEME (UMS) WHICH WAS WITHDRAWN (W.E.F. 01.01.2006)

EC 61.8.1

The item was taken up for consideration. Sh. R. Thyagarajan, DR (Establishment) explained the background of the proposal. He informed that in accordance with the 6th Pay Commission Recommendations (accepted by Government of India), the pre-revised pay scales of Rs. 5000-8000/ Rs. 5500-9000 i.e. in respect of Sr. Assistants/ PA-II got merged with the pre-revised pay scale of Rs. 6500-10500 (i.e. Section Officers & equivalent) with the identical grade pay of Rs. 4200/- in the revised pay structure i.e. Rs. 9300-34800 (Pay Band-2) (Part-B, Section-I to be read with Annexure-I, Part-A revised scale of pay i.e. present scale and revised pay structure as per the 6th Pay Commission).

In this regard, the following was also submitted consideration of the Committee

- (i) That the Section Officers & equivalent grade in IGNOU were/ are higher posts (supervisory) with the Sr. Assistants and PA-II cadres (earlier and at present) being feeder cadres to the higher posts of Section Officers & equivalent in IGNOU;
- (ii) That the Section Officers & equivalent grades in IGNOU had the historical parity with the Section Officers & equivalent in the Central Government/ Ministries from the very initial stage;
- (iii) That as per Part-B, Section-II of the Report, the Section Officers & equivalent in the Ministries (CSS/CSSS), organizations like CVC, UPSC, etc. have already granted

the grade pay of Rs. 4800 to their Section Officers & equivalent w.e.f. 01.01.2006. Further it has been ascertained that the same has also been adopted in some other organizations viz. AIIMS, CSIR, Guru Gobind Singh Indraprastha University, Delhi etc.

- (iv) That with the adoption of grade pay of Rs. 4800, which has already been examined and recommended by the duly constituted Anomaly Committee in IGNOU (whose recommendations have been approved by the Board of Management in its 101st Meeting held on 12.08.2009) the hardship expressed by the associations shall be duly addressed & mitigated.

EC 61.8.2

After detailed discussion the Establishment Committee resolved:

- (i) That the demand of the Associations viz-a-viz the position stated as above, read with the recommendations of Anomaly Committee be agreed to and the Section Officers & equivalent cadres of the University be granted Rs. 4800 as Grade Pay w.e.f. 01.01.2006. The Finance Division has agreed to the proposal;
- (ii) That the related benefits arising out of the above decision, particularly grant of higher Grade Pay of Rs. 5400 on completion of 4 years of service shall not be applicable to the concerned employees till the matter is duly examined administratively, taking into consideration the recommendations of the Committee constituted for revision of the R&P Rules;
- (iii) The issue at (ii) above shall be decided as part of a holistic dialogue, on a package deal, between the Management and Associations in this regard as a pre-requisite for attaining the higher productivity, maintaining almost & overall discipline and all other related issues.**

EC 61.8.3

The matter related to the UMS applicable to the Non-academic cadres including the Section Officers and equivalent, was also considered by the Establishment Committee. The Committee noted-

- (i) That on the analogy of the Assured Career Progression Scheme (ACP Scheme) of the GOI, the University implemented the Upward Movement Scheme (UMS)

which provided career progression at the residency period of 8/16 years, in the respective cadres, till 31.12.2005 since the 6th CPC Report was adopted in the University w.e.f. 1.1.2006.

- (ii) That under the 6th CPC, the scheme of ACP, as adopted by the Govt. of India, provides Career progression to its employees on completion of 10/20/30 years of service in the respective cadres.
- (iii) That consequent on implementation of the recommendation of the 6th CPC in the university w.e.f. 1.1.2006, the UMS in IGNOU was withdrawn resulting in cancellation of the Office Order relating to financial upgradation in respect of 300 employees, thus creating a serious anomaly & disparity, since, the employees had been availing the financial upgradation upto 31.12.05 under the said UMS of the University till it was suddenly withdrawn w.e.f.1.1.2006.
- (iv) That the GOI, in supersession of the erstwhile ACP Scheme of 1999 notified a Modified Assured Career Progression Scheme (MACPC) under their OM No. 35034/3/2008-Estt(D) dt: 19.05.2009 for the Central Govt. Employees (Copy placed at Appendix).. This modified ACPS has been implemented in GOI w.e.f. 1.9.2008, whereas the financial up gradation i.e. the earlier ACP has been extended upto 31.08.2008

EC 61.8.4

The Establishment Committee noted the aforementioned provisions under ACP/MACP schemes of GOI vis-à-vis, the provisions under the UMS Scheme of the University. The committee after detailed deliberation resolved-

- (i) That the University in tune with the provisions of the Government of India guidelines issued under OM No. 35034/3/2008-Estt(D), dated 19.05.2009 on Modified Assured Career Progression Scheme, shall allow/extend the financial upgradation as per the provisions of the earlier UMS in IGNOU upto 31.08.2008.
- (ii) That the benefits under the earlier UMS Scheme of the University, since withdrawn in respect pf 300 employees, shall be restored and the financial benefits shall be allowed till 31.8.2008.
- (iii) That the Modified Assured Career Progression Scheme of GOI issued under OM No. 35035/3/2008-Estt(D) dt.

- 18.05.2009 shall be made applicable/adopted in IGNOU, in toto, w.e.f. 01.09.2008, with the residency period of 8 years & 16 years only, i.e. twice, instead of thrice (10/20/30 years) in the Central Govt.
- (iv) All the other provisions of Modified ACP of GOI, such as constitution of Screening Committees, fixation of pay (difference in Grade Pay only), number of such meetings to be held twice, in the 1st week of January and 1st week of July in a year & so on, shall also be adopted, *Mutatis, Muntandis* in the university, as provided in the Modified ACP Scheme of GOI w.e.f. 1.9.2008 (notified under OM dt.19.5.2009).
 - (v) A copy of the DOPT, Govt. of India guidelines issued under OM No. 35034/3/2008-Estt(D), dated 19.05.2009 is placed as **Appendix I**. A copy of the Scheme of Upward Movement, as it existed in the university, is placed as **Appendix II** for information & ready reference.

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

(U.S. TOLIA)
Member-Secretary