

CENTRAL UNIVERSITY OF HIMACHAL PRADESH



MINUTES

of

1st Meeting of the Court

held on 7th December 2012 at 11:00 AM

Venue: Conference Hall, Indian Council of Social Science Research (ICSSR),
JNU Institutional Area, Aruna Asaf Ali Marg, New Delhi

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Central University of Himachal Pradesh

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The 1ST meeting of the Court of the Central University of Himachal Pradesh was held on 7th December, 2012 at 11:00 AM in the Conference Hall, Indian Council of Social Science Research (ICSSR), Aruna Asaf Ali Marg, New Delhi.

1. The following were present:

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| 1. Sh. Arun Maira
Chancellor, Central University of Himachal Pradesh
& Member Planning Commission, Govt. of India | Chairman |
| 2. Prof. Furqan Qamar
Vice-Chancellor, Central University of Himachal Pradesh | Member |
| 3. Prof. Sneh Bhargava
Former Director, AIIMS | Member |
| 4. Prof. Kasturi Datta
School of Environmental Sciences, JNU | Member |
| 5. Dr. B.N. Goswamy
Art Historian & Padma Bhushan Awardee | Member |
| 6. Prof. A.M. Pathan
Former Vice-Chancellor, CU Karnataka | Member |
| 7. Prof. Chetan Singh
Department of History, Himachal Pradesh University, Shimla | Member |
| 8. Prof. Namwar Singh
Former Professor of Hindi, JNU | Member |
| 9. Prof. Anupam Varma
Advanced Centre for Plant Virology, Division of Plant Pathology, IARI, New Delhi | Member |
| 10. Dr. Ram Sagar
Director, Aryabhata Research Institute of Observational Sciences, Nainital | Member |
| 11. Prof. A.K. Ghatak
Former Professor, Department of Physics, IIT, Delhi | Member |
| 12. Prof. Anil Gupta
Director, Wadia Institute of Himalayan Geology, Dehradun | Member |
| 13. Dr. Vinod Prakash Sharma
Former Director, National Institute of Malaria Research, Delhi | Member |
| 14. Prof. Parth Shah
President, Centre for Civil Society | Member |

15. Prof. A.D.N. Bajpai Vice-Chancellor, Himachal Pradesh University, Shimla	Member
16. Dr. Shyam Kumar Sharma Vice-Chancellor, CSK HPKV, Palampur, H.P.	Member
17. Sh. M.K. Kaw Former Secretary, MHRD	Member
18. Smt. Asha Swarup Former Chief Secretary, Himachal Pradesh	Member
19. Shri B.R. Dhiman Finance Officer & Registrar (Addl. Charge)	Member-Secretary

2. The following members could not attend the meeting due to their prior commitments and unavoidable reasons and were granted leave of absence:
 1. **Prof. Timothy A. Gonsalves**, Director, IIT Mandi
 2. **Prof. N. Sathyamurthy**, Director, IISER Mohali
 3. **Prof. Amitava Ray Chaudhari**,
 4. **Dr. B.L. Mungekar**, Former Member Planning Commission & Member Rajya Sabha
 5. **Prof. Krishna Kumar**, Former Director, NCERT
 6. **Dr. Ranbir Singh**, Vice Chancellor, National Law University Delhi
 7. **Sh. Karan Johar**,
 8. **Sh. C.N. Dhar**,
3. The member-Secretary welcomed the Hon'ble Chancellor and all members of the first Court and invited the Vice Chancellor to welcome and honour the Chancellor by presenting a shawl and a Himachali cap. Being the first meeting of the first Court, Hon'ble Chancellor welcomed each member and as a token of respect presented a shawl and a cap to each one of them.
4. The Hon'ble Chancellor extended warm welcome to the members and thanked them for sparing their valuable time for attending the first meeting of the Court. He stated that he was happy to know that a composition of the Court is such that it consists of eminent educationists, academicians, senior bureaucrats and personalities from all walks of life. He hoped that the University shall immensely benefit from their rich experiences in the field of higher education. The Chancellor thereafter requested the Vice-Chancellor to briefly apprise all the members about the composition, powers and functions of the Court, and also to make a presentation on the progress made by the University so far.
5. The Vice-Chancellor made a comprehensive presentation giving the composition, powers and functions of the Court, the development that the university could achieve since its establishment and the academic programmes that were launched and being run by the University. In his presentation, the Vice Chancellor highlighted the innovative academic architecture, curricular framework, profile of the faculty and enrolment and indicated the remarkable progress that the University has made in a short period of time. He also mentioned that the University is presently operating from its temporary facilities as the land identified for the campuses of the University has not been transferred to it for want of FCA

clearance and that the matter is presently under consideration of the Ministry of Environment & Forest, Government of India.

5. Distinguished members appreciated the efforts made by the University with regard to academic activities, resource mobilisation and infrastructure development and complemented the Vice Chancellor and his team and faculty for making rapid strides with focussed attention and in a time bound manner. Hon'ble members held detailed deliberations about the vision and strategic plan of the University and were impressed with the innovative academic architecture and curricular framework developed and implemented by the University. Members also expressed their appreciation for the efforts made by the University in attracting quality faculty from all over India and with due regard to the reservation policy.
6. Distinguished members assured that they would like to play a proactive role and shall help and advise the University in its efforts to become a premier higher educational institution of the country. This in view, the members made very useful and precious suggestions in regard to strategic plan and academic programmes of the university including the ways and means that the university can adopt to attract and retain quality faculty. **A thematic summary of the suggestions made by the Members for future growth and development of the University is given below.**

Themes	Suggestion	Response of the University
Role & Responsibilities of the University Court	University Court should play a more involved and proactive role in the development of the University and must meet more often than only once a year	The powers and functions of the University Court is clearly laid out in the Act and Statutes of the University and within the same the University would like to benefit from the rich and varied experience and expertise of the distinguished members. Special meetings of the Court may be held as required.
Transfer of Land and Infrastructure Development	Members noted with concern the delay in transfer of land to the University and hoped that that necessary clearance would come at the earliest. Members promised to help the University in the matter.	The matter is being followed up by the State Government with the Ministry of Environment & Forest Government of India.
Names of the Two Campuses of the University	University may consider naming its two campuses differently rather than naming them as Dhauladhar Campus and Beas Campus	While discussing the Vision document, following different names were considered <ul style="list-style-type: none"> • Dharamshala: Hillside Campus/North Campus/ Dhauladhar Campus • Dehra: Riverside Campus/South Campus/Beas Campus Dhauladhar and Beas were favoured as they indicate the landmarks where site for the campuses have been identified. However, members of the Court may



		<u>please send their suggestions in this regard for further necessary action</u>
Developing a niche for and USP of the University and Addressing the National Concerns and Local Needs/Aspirations	University's plan of action is quite ambitious and considering the resource availability the University needs to progress by focusing on select disciplines rather than spreading its resources thinly.	Noted. While the vision is grand and the statutes for establishment of Schools, Departments and Centres have been framed keeping in view the long-term perspective, the University is activated only those areas which are workable and desirable.
	The University may consider developing its USP and find its niche to make significant impact on the life of people and nation. In this regard the location of the university, the region and national needs should be kept in mind.	Noted. Members are requested to make specific suggestions in this regard.
	Some specific suggestions in this regard were as under:	
	Focus on the ecology, economics and sociology	A centre to this effect is already approved and would be made functional as resources permit. Department of Economics & Public Policy is already approved and functional. Department of Sociology is already approved and would be activated as resources permit. A Chair in Tribal Studies has already been approved in principle by the UGC/Ministry of Tribal Affairs.
	Lay emphasis on the region based education such as performing arts. The University should take steps to develop the culture of the area. Pahari painting has extra ordinary values and is major chapter in the history and needs to be stressed in the University. University needs to focus on languages, literature and painting. The university should set up a Centre for Fine Art, culture and proposal be sent to the Ministry of Culture.	School of Fine Arts and Art Education is already approved which inter alia also include Department of Performing Art. The School also has a Centre for Preservation and Promotion of Pahari Language, Art, Culture & handicraft. A proposal for instituting chair in Pahari Language Art & Culture has already been sent to the Ministry of Culture.
	History of Himachal Pradesh is inaccessible being in Urdu. The University should make plans to develop and translate the history of HP	School of Humanities & Languages as approved by the Visitor provides for the Department of Urdu and shall be made functional in due course of time.
	University should create Centres of Excellences, Geo-thermal of the area	Noted.
	Given the shortage of Museum Curators and dearth of resources in the field in the	Noted

	country, the university should consider introducing the programmes and courses in the discipline.	
	Media education, including journalism, film studies should be introduced.	School of Journalism, Mass Communication and New Media has already been approved and the University has already launched programmes in Journalism & Creative Writing and New Media Communication
	University should have programmes and courses in Tourism & Travel Management.	School of Tourism, Travel & Hospitality Management has already been approved. Department of Tourism & Travel management has also been made functional.
	Public Health should be one of the priority area of the university	Noted.
	The University should start the UG programmes	Ordinances of the University provide for the undergraduate programmes and they shall be taken up when resources permit.
	There should be a centre of Entrepreneurial development	School of Business & Management Studies as approved provides for a Centre for Entrepreneurship & Innovation and that the centre has already been activated.
Attracting & Retaining Quality Faculty	The University deserves congratulation and appreciation for attracting quality faculty from all over India representing different regions and States and learning experience from a large number of universities in the country & abroad.	Noted with thanks
	The University needs to take necessary steps to retain its faculty	Noted. <u>Members may please send specific suggestions in this regard for further necessary action.</u>
	University may further strengthen its selection process by identifying the best faculty and approach them through personal contact and offer positions on invitation basis.	Acts and Statutes of the University have necessary enabling provisions in this regard. However, the same are being used with utmost care and caution and sparingly.
	The university should introduce evaluation of teachers by students to improve their performance based on the feedbacks so received.	Already in place. Students' feedback on the teacher, the course content and pedagogy are collected at the end of each semester.
Networking & Collaboration with other institutions of higher education and research	The University should reach out and enter into MoUs with such prominent higher educational institutions and research labs in the region such as the State Universities, agriculture university, IISERs, IHBT, IITs etc.	University has already initiated steps for signing MoUs with the CSIR-Institute of Himalayan Bioresource Technology (CSIR-IHBT), The Terminal Ballistic Research Lab (TBRL of DRDO) and the Central Ground Water Board.



		The efforts will be further strengthened to network with other institutions.
Attracting Quality Students	Giving fellowship to the students goes a long way to attract good quality students. The University should think in this direction	All Research Degree students are provided fellowships (UGC Non-NET fellowship).
Improving the Quality of the Research Degree Programmes	There is a provision of publications in Ph.D. but these should be quality publications in reputed journals	Noted.
	Provision of Teaching assistance is a very good idea	Noted.
	The requirement of publications for RD degree is a wonderful thing that university has planned	Noted with thanks.
	It should not have M. Phill degrees as it has lost its relevance	Noted.
Treating Students as Partners in the development of the University	Students ought to be seen as a resources and must be involved as partners in the development of the university. Role of students in governance, participation of students in governance of the university	All decisions relating to students are taken by Committees which have students' representatives.
Academic Architecture of the University	While overall academic architecture of the University was appreciated by all members, it was felt that there is need to have a relook at some of the Schools and Departments. For example, it was felt that the Journalism & Creative writing need to be two separate Departments. Similarly, Department of Philosophy & Human Values seems inappropriate.	Since Statutes have already been approved, such changes may be considered in due course of time after due deliberations. Members may please furnish their considered view in this regard.
Resource Mobilisation	While the University is funded by the UGC, it should raise necessary resources on its own and must think of resource mobilisation which will help the university in coming times	Noted.

7. The Chancellor thanked the members for their valuable suggestions and input made by them and assured that the university will give due cognizance to the suggestions of the Hon'ble members. He also noted that the University, though it appeared to have physical constraints—its relatively less accessible location, and non-availability of land for its facilities—has been able to operate by reaching out in innovative ways and operating more in a 'virtual' mode. He urged the University to continue to build on this paradigm, which is a more 'modern' approach too, to the creation and operation of 'universities' that become nodes of excellence even though they may have lesser physical resources.

Thereafter the agenda items were taken up for discussion as under: -



Item No. 1.1 To place before the Court the Vision Document and Strategic Plan of the University (ANNEXURE – 1.1 A).

Convinced of the need to start the academic and development activities of the university with a shared Vision, the University prepared a comprehensive Draft Discussion Document on the Vision, Mission and Strategic Plan of the University. The draft Document was circulated amongst eminent educationists, institution-builders and educational planners of the country. Based on the comments received, the draft document was revised and a two-day Brainstorming Session was organised on April 15-16, 2010 by the University at HIPA, Shimla. TA/DA as per rules, local hospitality and a token sitting fees/honorarium of Rs. 1000/- was paid to each participant by the university. The said document was considered and approved by the Executive Council in its first meeting held on 24.7.2012 vide item No.1.18. It was also placed before the Academic Council in its first meeting held on 10.7.2010 vide item No.1.6. The Academic Council also noted and appreciated the document.

The Vision, Strategic Plan and Programme of Action Document, as evolved through the Brainstorming Session is annexed herewith for kind perusal of the Court (ANNEXURE – 1.1 A).

The Court perused the vision document, strategic plan and programme of action and noted the action taken.

Item No. 1.2 To place before the Court the Annual Report of the University for the year 2009-2010 (ANNEXURE – 1.2A).

The Annual Report of the University for the year 2009-2010 was considered and approved by the Academic Council and Executive Council in their meetings held on 10th July, 2010 and 24th July, 2010 respectively. The said report was sent to the Ministry of Human Resource Development vide letter No. Comp.1-1/CUHP/2010/800-801 dated 22nd June, 2011 for laying the same before Parliament and also to the Hon'ble Visitor of the University.

The Annual Report for the year 2009-10 as approved the Academic Council and the Executive Council and submitted to the UGC and MHRD, are placed before the Court in terms of Section 30(1) of the Act and Clause 10(2) of First Statutes for kind perusal and consideration as per Annexure 1.2A.

The Court perused the Annual Report 2009-2010 of the University and noted the action taken.

Item No. 1.3 To place before the Court the Annual Report of the University for the year 2010-2011 (ANNEXURE – 1.3A).

The Annual Report of the University for the year 2010-2011 was considered and approved by the Academic Council and Executive Council in their meetings held on 19th November, 2011 and 10th December, 2011 respectively. The said report was sent to the Ministry of Human Resource Development vide letter No. 5-2/CUHP/GA/2010 dated 14th December, 2011 for laying the same before Parliament and also to the Hon'ble Visitor of the University.

The Annual Report for the year 2010-11 as approved the Academic Council and the Executive Council and submitted to the UGC and MHRD, are placed before the Court in terms of Section 30(1) of the Act and Clause 10(2) of First Statutes for kind perusal and consideration as per Annexure 1.3A.

The Court perused the Annual Report 2010-2011 of the University and noted the action taken.

Item No. 1.4 To place before the Court the Annual Report of the University for the year 2011-2012 (ANNEXURE – 1.4A).

The Annual Report of the University for the year 2011-2012 was considered and approved by the Academic Council and Executive Council in their meetings held on 26th May, 2012 and 9th June, 2012 respectively. A copy of the said report is placed before the Court as per Annexure for kind perusal.

The said Annual Report shall be sent to the Hon'ble Visitor and also to the Central Government for causing the same to be laid before the Parliament.

The Court perused the Annual Report 2011-2012 of the University and noted the action taken.

Item No.1.5: To place before the Court the Audited Annual Accounts for the financial year 2009-10 together with the audit report and the reply of the University thereto (Annexure 1.5A).

The Annual Accounts of the university are required to be prepared and presented to the Finance Committee and Executive Council by the Finance Officer of the University, in terms of the provisions of Statute 17(7) and 7(7)(c), respectively. However, since the university was in its initial stage of

establishment and the Finance Officer was not appointed, the Annual Accounts for the financial year 2009-10 were prepared by the Deputy Registrar under the guidance and supervision of the Vice-Chancellor. Further since the Finance Committee was not constituted, the annual accounts for the year 2009-10 were presented before the Executive Council in its first meeting held on 24.7.2010, in order to cut short the avoidable delay, so as to adhere to the instructions/schedule issued in this behalf by the Ministry of Human Resource Development, Govt. of India, issued vide their D.O. letter No.F.19-18/2003-IFD dated 23.5.2008.

The annual accounts have been prepared on accrual basis strictly as per the Common Format of Accounts, guidelines and instructions issued by the University Grants Commission vide their letter No.F.17-1/97(CU) dated 29.9.2003, consisting of Balance sheet, Income & Expenditure Account, Schedules to the said Financial statements, Instructions and Accounting Principles and Statement of Receipts and Payments. The accounts have been prepared on accrual basis and taking into account the component of depreciation at the rates provided in the Income Tax Act.

It is to apprise the Court that during the financial year 2009-10 a grant amounting to Rs.300.00 lakhs was provided by the UGC out of which a sum of Rs.7.45 lakhs was spent upto 31.3.2010 and the unspent balance of Rs.292.55 lakhs has been taken as the opening balance for the year 2010-11.

The Executive Council vide item No.1.1(S) of its first meeting held on 24.7.2010 considered the Annual Accounts for the financial year 2009-10 and appreciated the efforts of the University in timely completion of the Annual Accounts and approved the same. The Executive Council further directed that the University may approach the CAG for Audit of the accounts of the University. All this action taken was reported to the Finance Committee in its first meeting held on 12.2.2011, vide item No.1.8.

Accordingly, the matter was taken up with the Comptroller and Auditor General of India. The audit party undertook the audit of accounts on December 13-18, 2010 and the audit report was received from the CAG. The audited annual accounts together with audit report and the reply of the University thereto were placed before the Finance Committee in its 2nd meeting held on 11.6.2011 vide item No.2.5.

The Finance Committee considered the audited Annual Accounts for the financial year 2009-10, together with audit report and the reply of the University thereto and accorded its satisfaction with the maintenance of accounts by the University. The Finance Committee recommended the

audited annual accounts and the audit report together with reply of the University to the Executive Council for approval and further submission thereof to the Court, Visitor and the Ministry of Human Resource Management, for causing them to be laid before both Houses of Parliament.

The recommendations of the Finance Committee were considered and approved by the Executive Council in its 3rd meeting vide item No.3.12 held on 11.6.2011. After approval by the FC/EC, the audited annual accounts for the year 2009-10 together with the audit report and reply of the University were sent to the Hon'ble Visitor and the Central Government through MHRD vide letter No. dated which stand laid before the Parliament.

The Audited Annual Accounts for the financial year 2009-10 together with the audit report and the reply of the University thereto as approved the FC/EC and submitted to the Visitor and the Central Government and laid before the Parliament, are placed before the Court in terms of Section 31(2) of the Act and Statutes 10(2) for kind perusal and consideration as per Annexure 1.5A.

The Court perused the Audited Annual Accounts for the financial year 2009-10 of the University and expressed its satisfaction with the maintenance of accounts by the University.

Item No.1.6: To place before the Court the Audited Annual Accounts for the financial year 2010-11 together with the audit report and the reply of the University thereto (Annexure 1.6A).

The annual accounts of the university for the year 2010-11 were prepared and presented by the Finance Officer to the Finance Committee in terms of the provisions of Statute 7(7)(c) and 17(7) in its 2nd meeting held on 11.6.2011 vide item No.2.6.

The annual accounts have been prepared strictly as per the Common Format of Accounts, guidelines and instructions issued by the University Grants Commission vide their letter No.F.17-1/97(CU) dated 29.9.2003, consisting of Balance sheet, Income & Expenditure Account, Schedules to the said Financial statements, Instructions and Accounting Principles and Statement of Receipts and Payments. The accounts have been prepared on accrual basis and taking into account the component of depreciation at the rates provided in the Income Tax Act.

It is to apprise the Court that during the financial year 2010-11 there was opening balance of Rs.292.55 lakhs and a grant amounting to Rs.1500.00 lakhs was provided by the UGC.

The Finance Committee considered the annual accounts for the year 2010-11 and recommended to the Executive Council for approval for further submission of the same to the auditing agency. It also suggested that the University should have its Investment Committee and all investments should be done as per guidelines of Government of India, Ministry of Finance.

The recommendations of the Finance Committee were considered and approved by the Executive Council in its 3rd meeting vide item No.3.12 held on 11.6.2011. After approval by the FC/EC, the accounts were sent to the CAG for audit. The audit of accounts was taken up by the CAG audit party on August 1-11, 2011 and the audit report was received on 15.11.2011. After audit of accounts by the CAG and receipt of audit report from them, the audited annual accounts for the year 2010-11 together with the audit report and reply of the University were placed before the Finance Committee in its 3rd meeting held on 10.12.2011 vide item No.3.10.

The Finance Committee considered the audited Annual Accounts for the financial year 2010-11, together with audit report and the reply of the University thereto and expressed its satisfaction with the maintenance of accounts by the University. The Finance Committee recommended the same to the Executive Council for approval and further submission thereof to the Court, Visitor and the Ministry of Human Resource Management, for causing them to be laid before both Houses of Parliament after printing and binding as soon as the Hindi version of audit report is received from the CAG.

The recommendations of the Finance Committee were considered and approved by the Executive Council in its 4th meeting vide item No.4.36 held on 10.12.2011. After approval by the FC/EC, the audited annual accounts for the year 2010-11 together with the audit report and reply of the University were sent to the Hon'ble Visitor and the Central Government through MHRD vide letter No. dated which stand laid before the Parliament.

The Audited Annual Accounts for the financial year 2010-11 together with the audit report and the reply of the University thereto as approved the FC/EC and submitted to the Visitor and the Central Government and laid before the Parliament, are placed before the Court in terms of Section 31(2) of the Act and Statutes 10(2) for kind perusal and consideration as per Annexure 1.6A.

The Court perused the Audited Annual Accounts for the financial year 2010-11 of the University and expressed its satisfaction with the maintenance of accounts by the University.

Item No.1.7: To report to the Court the Budget Estimates of the University for the financial year 2009-10 and the Actuals for the year 2008-09 and Budget Estimates for the year 2010-11 and Actuals for the year 2009-10 (Annexure 1.7A).

The Budget Estimates of the university are required to be prepared and presented by the Finance Officer to the FC/EC in terms of the provisions of Statute 7(7)(c), who is responsible for the preparation of Budget Estimates of the university and for their presentation to the Executive Council. However, since the university is in its initial stage of establishment and the Finance Officer has not been appointed, the Budget Estimates for the financial year 2009-10 and Actuals for the year 2008-09 and the Budget Estimates for the financial year 2010-11 and Actuals for the year 2009-10 were prepared by the Deputy Registrar under the guidance and supervision of the Vice-Chancellor.

The Budget Estimates so prepared by the Finance Officer are required to be laid before the Finance Committee for consideration and comments in terms of Statute 17(7) and thereafter, the same are required to be submitted to the Executive Council for approval. However, keeping in view the fact that the Finance Committee was not constituted and its meeting was not likely to be held before the meeting of the Executive Council, it was found necessary to place the budget estimates before the Executive Council in order to keep the process in order.

The Executive Council vide item No.1.2(S) of its first meeting held on 24.7.2010, considered and approved Budget Estimates for the financial year 2009-10 and Actuals for the year 2008-09 and the Budget Estimates for the financial year 2010-11 and Actuals for the year 2009-10.

The matter was subsequently also reported to the Finance Committee in its first meeting held on 12.2.2011 vide item No.1.7.

It is to apprise the Court that during the financial year 2009-10 a grant amounting to Rs.300.00 lakhs was provided by the UGC and the Budget Estimates were accordingly prepared making provisions for the execution of the plans and policies of the University. The summary of Revised Estimates of Receipts and Expenditure for 2008-09 and Budget Estimates for the year 2009-10 is given below.

RECEIPT

Rupees in lakhs

Head	Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2009-10
Grant-in-aid from UGC	-	-	-	300.00
Interest on bank deposits/ investments	-	-	-	-
Income out of sale of prospectus, application forms	-	-	-	-
Income out of students fees, etc.	-	-	-	-
Income out of sale of produce	-	-	-	-
Income from rent of hostels/ buildings	-	-	-	-
Misc. Income	-	-	-	-
Total	-	-	-	300.00

A development grant of Rs.300.00 lakh has been provided to the University by the University Grants Commission. Since the university has just become functional and has not yet started its academic programmes, there is no income from its own resources. Further, the grants were released at the fag end of the financial year, there is no income generation on account of interest on investments. As such the total availability of funds during the year remains to be Rs.300.00 crores.

EXPENDITURE

Rupees in lakhs

Head	Actuals for 2007-08	Budget Estimates for 2008-09	Actuals for 2008-09	Budget Estimates for 2009-10
NON-RECURRING				
I CAMPUS DEVELOPMENT				
Providing and fixing the boundary pillars	-	-	-	11.75
Construction of boundary walls	-	-	-	50.00
Construction of internal roads	-	-	-	40.00
Levelling of land	-	-	-	50.00
Augmentation and Providing Water and Elect. lines/connections	-	-	-	25.00
Total(i)	-	-	-	176.75
II CONSTRUCTION OF BUILDINGS				
Total (ii)	-	-	-	-
III CENTRAL FACILITIES				
Total (iii)	-	-	-	-

IV RECURRING EXPENDITURE				
Salary of the staff	-	-	-	50.00
Furniture	-	-	-	50.00
Vehicles	-	-	-	10.00
Travelling expenses	-	-	-	1.00
Operational/administrative expenses	-	-	-	1.00
Consumables	-	-	-	5.00
Telephones connectivity	-	-	-	1.00
EPABX/LAN connectivity	-	-	-	1.00
Seminars/workshops/conferences	-	-	-	1.00
Rent on account of hiring of temporary buildings	-	-	-	3.00
Books, journals, newspapers	-	-	-	0.25
Total (iv)	-	-	-	123.25
GRAND TOTAL {(I) TO (IV)}	-	-	-	300.00

The Revised Estimates of Receipts and Expenditure for 2009-10 and Budget Estimates for the year 2010-11 were prepared after taking the 'Progress and Development Proposals for 2010-11', sent to the University Grants Commission, as guiding principles for the preparation of Budget Estimates for the Year 2010-11. The summary of Revised Estimates of Receipts and Expenditure for 2009-10 and Budget Estimates for the year 2010-11 is given below.

RECEIPT

Rupees in lakhs

Head	Actuals for 2008-09	Budget Estimates for 2009-10	Actuals for 2009-2010	Budget Estimates for 2010-11
Grant-in-aid from UGC				
i) Opening Balance	-	-	-	292.55
ii) GIA expected from UGC	-	300.00	300.00	4950.00
Interest on bank deposits/ investments	-	-	-	1.50
Income out of sale of prospectus, application forms	-	-	-	0.25
Income out of students fees, etc.	-	-	-	1.70
Income out of sale of produce	-	-	-	-
Income from rent of hostels/buildings	-	-	-	-
Misc. Income	-	-	-	-
Total	-	300.00	300.00	5246.00

A sum of Rs.292.55 lakhs remained unspent out of the development grant of Rs.300.00 lakh of the previous financial year was taken as opening balance

for the financial year 2010-11. The university also proposed to invest some of the grant in term deposits with the Bank, as such nominal income on account of interest is likely to be earned. The university also proposes to start some academic programmes and some income on account of students' fee is also expected during the year.

EXPENDITURE

Rupees in lakhs

Head	Actuals for 2008-09	Budget Estimates for 2009-10	Actuals for 2009-10	Budget Estimates for 2010-11
NON-RECURRING				
I CAMPUS DEVELOPMENT				
Providing and fixing the boundary pillars	-	11.75	-	10.00
Construction of boundary walls	-	50.00	-	340.00
Construction of internal roads	-	40.00	-	50.00
Levelling of land	-	10.00	-	100.00
Augmentation and Providing Water and Elect. lines/connections	-	25.00	-	100.00
Total (i)	-	176.75	-	600.00
II CONSTRUCTION OF BUILDINGS				
Administrative building	-	-	-	500.00
Academic Block	-	-	-	400.00
Residences for statutory officers, faculty, staff	-	-	-	100.00
Total (ii)	-	-	-	1000.00
III CENTRAL FACILITIES				
Construction of Central Library	-	-	-	450.00
Construction of Guest House	-	-	-	400.00
Construction of Health care centre	-	-	-	150.00
Total (iii)	-	-	-	1000.00
IV RECURRING EXPENDITURE				
Salary of the staff	-	50.00	-	650.00
Furniture	-	50.00	-	500.00
Vehicles	-	10.00	6.00	20.00
Travelling expenses	-	1.00	0.34	50.00
Operational/administrative expenses	-	1.00	-	300.00
Consumables	-	5.00	1.11	220.00
Telephones connectivity	-	1.00	-	5.00
EPABX/LAN connectivity	-	1.00	-	5.00
Seminars/workshops/conferences	-	1.00	-	50.00
Rent on account of hiring of temporary buildings	-	3.00	-	350.00
Books, journals, newspapers	-	0.25	-	200.00
Total (iv)	-	123.25	7.45	2350.00
GRAND TOTAL {(I) TO (IV)}	-	300.00	7.45	4950.00

The Budget Estimates for the financial year 2009-10 and revised estimates for 2008-09 and Budget Estimates for the financial year 2010-11 and revised

estimates for 2009-10 as approved the FC/EC and submitted to the UGC and MHRD, are placed before the Court in terms of Section 31(2) of the Act and Clause 10(2) of First Statutes for kind perusal and consideration as per Annexure 1.7A.

The Court perused the Budget Estimates for the financial year 2009-10 and 2010-11 of the University and noted the action taken.

Item No. 1.8: To place before the Court the Budget Estimates for the financial year 2011-12 and the Revised Estimates for the year 2010-11 (Annexure – 1.8A).

The Budget estimates were prepared by the Officer on Special Duty (Finance), under the direction and supervision of the Vice-Chancellor. The estimate were based on actual flow of expenditure for revenue and capital items since only the Plan Development grant has been provided by the University Grants Commission.

It is to apprise the Court that there was an unspent balance of Rs.292.55 lakh as on 31.3.2010 and during the financial year 2010-11 a grant amounting to Rs.1500.00 lakhs was provided by the UGC. In addition, a sum of Rs.31.48 lakhs was anticipated as income during the year. Thus the total availability of funds during the year 2010-11 was estimated to be Rs.1824.03 lakh against which the revised expenditure was estimated to be Rs.1050.00 lakh, thus leaving a sum of Rs.774.03 lakh as unspent balance as on 31.3.2011. The Revised Estimates for the year 2010-11 have been prepared accordingly. During the year 2011-12, the estimated expenditure was likely to be Rs.5300.00 lakh. The unspent balance of the previous year is reflected to be opening balance and estimated income is anticipated to be Rs.47.97 lakhs. Thus, funds amounting to Rs.4478.00 lakh were sought to be required as grant-in-aid from the UGC. In addition, a proposal for starting new departments/courses during the year 2011-12 has been sent to the UGC and accordingly a new scheme was formulated and included in the Budget Estimates for the year 2011-12 with a token provision of Rs.225.00 lakh. The Budget Estimates for the year 2011-12 have been accordingly prepared making provisions for the execution of the plans and policies of the University.

The summary of Revised Estimates of Receipts and Expenditure for 2010-11 and Budget Estimates for the year 2011-12 is given below.

RECEIPT

Rupees in lakhs

Head	Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12
Grant-in-aid from UGC				
i) Opening Balance	-	292.55	292.55	774.03
ii) GIA expected from UGC	300.00	4950.00	1500.00	4478.00
Interest on bank deposits/investments	-	1.50	10.75	8.00
Income out of sale of prospectus, application forms	-	0.25	2.40	3.50
Income out of students fees, etc.	-	1.70	17.42	35.47
Income out of sale of produce	-	-	-	-
Income from rent of hostels/buildings	-	-	-	-
Misc. Income	-	-	0.91	1.00
UGC Sponsored Research Project	-	-	2.30	3.00*
Total	300.00	5246.00	1826.33	5303.00

*Rs.2.30 lakh as financial assistance and Rs.0.70 lakh unspent balance of previous year.

It is to apprise the Court that there was an unspent balance of Rs.292.55 lakh as on 31.3.2010 and during the financial year 2010-11 a grant amounting to Rs.1500.00 lakhs was provided by the UGC. In addition, a sum of Rs.31.48 lakhs was anticipated as income during the year. Thus the total availability of funds during the year 2010-11 was estimated to be Rs.1824.03 lakh against which the revised expenditure was estimated to be Rs.1050.00 lakh, thus leaving a sum of Rs.774.03 lakh as unspent balance as on 31.3.2011. The Revised Estimates for the year 2010-11 have been prepared accordingly.

EXPENDITURE

Head	Rupees in lakhs			
	Actuals for 2009-10	Budget Estimates for 2010-11	Revised Estimates for 2010-11	Budget Estimates for 2011-12
NON-RECURRING				
I CAMPUS DEVELOPMENT				
Providing and fixing the boundary pillars	-	10.00	50.00	20.00
Construction of boundary walls	-	340.00	-	340.00
Construction of internal roads	-	50.00	-	50.00
Levelling of land/Survey work/PMC	-	100.00	-	100.00
Augmentation and Providing Water and Elect. Lines/connections	-	100.00	-	90.00
Total(i)	-	600.00	50.00	600.00
II CONSTRUCTION OF BUILDINGS				
Administrative building	-	500.00	-	500.00

Academic Block	-	400.00	-	400.00
Residences for statutory officers, faculty, staff	-	100.00	-	100.00
Total (ii)	-	1000.00	-	1000.00
III CENTRAL FACILITIES				
Construction of Central Library	-	450.00	-	450.00
Construction of Guest House	-	400.00	-	400.00
Construction of Health care centre	-	150.00	-	150.00
Temporary accommodation	-	-	-	550.00
Total (iii)	-	1000.00	-	1550.00
IV RECURRING EXPENDITURE				
Salary of the staff	-	650.00	100.00	800.00
Furniture & Fixtures	-	300.00	320.00	400.00
Computers and peripherals, etc.	1.11	200.00	200.00	200.00
Vehicles	5.99	20.00	14.27	25.00
Travelling expenses	0.33	50.00	50.00	50.00
Operational/administrative expenses	0.02	300.00	10.00	75.00
Consumables	-	220.00	5.00	20.00
Telephones connectivity	-	5.00	1.34	5.00
EPABX/LAN connectivity	-	5.00	6.00	5.00
Seminars/workshops/conferences	-	50.00	-	50.00
Rent on account of hiring of temporary buildings	-	350.00	50.00	320.00
Books, journals, periodicals, etc.	-	200.00	243.39	200.00
Total (iv)	7.45	2350.00	1000.00	2150.00
V UGC sponsored Research Project	-	-	1.60	3.00
GRAND TOTAL {(I) TO (IV)}	7.45	4950.00	1051.60	5303.00

During the year 2011-12, the estimated expenditure was likely to be Rs.5300.00 lakh. The unspent balance of the previous year is reflected to be opening balance and estimated income is anticipated to be Rs.47.97 lakhs. Thus, funds amounting to Rs.4478.00 lakh were sought to be required as grant-in-aid from the UGC. In addition, a proposal for starting new departments/courses during the year 2011-12 has been sent to the UGC and accordingly a new scheme was formulated and included in the Budget Estimates for the year 2011-12 with a token provision of Rs.225.00 lakh. The Budget Estimates for the year 2011-12 have been accordingly prepared making provisions for the execution of the plans and policies of the University. These budget estimates were placed before the Finance Committee vide item No.1.10 in its meeting first meeting held on 12.2.2011.

The Finance Committee considered the Budget Estimates of the University for the year 2011-12 and Revised Estimates for the year 2010-11, and recommended the same to the Executive Council for approval. It was, however, observed that the Pay Band and Grade Pay of the posts should as per UGC guidelines and the Revised Pay Commission. The Executive

Council approved the recommendation of the Finance Committee in its 2nd meeting held on 13.2.2011 vide item No.2.10.

The Budget Estimates for the financial year 2011-12 and revised estimates for 2010-11 as approved the FC/EC and submitted to the UGC and MHRD, are placed before the Court in terms of Section 31(2) of the Act and Clause 10(2) of First Statutes for kind perusal and consideration as per Annexure 1.8A.

The Court perused the Budget Estimates for the financial year 2011-12 and revised estimates for 2010-11 of the University and noted the action taken.

Item No.1.9:

To place before the Court the Budget Estimates for the financial year 2012-13 and the Revised Estimates for the year 2011-12 (Annexure – 1.9A).

The Budget Estimates of the university for the year 2012-13 and revised estimates for 2011-12, were prepared by the Finance Officer in terms of the provisions of Statute 7(7)(c) under the guidance and supervision of the Vice-Chancellor. The Budget Estimates so prepared were placed before the Finance Committee in its 4th meeting held on 27.2.2012 for consideration and comments in terms of Statute 17(7).

It is to apprise the Court that the total availability of funds during the year 2011-12 was likely to be Rs.2351.58 lakh against which the expenditure was expected to be Rs.628.58 lakhs. The likely closing balance of Rs.1723.00 lakhs was accounted for as opening balance as on 1.4.2012. The university also proposed to invest some of the grant in term deposits with the Bank, as such nominal income on account of interest is likely to be earned. The university has also started some academic programmes and proposes to start some more courses and thus it expects an income of Rs.92.00 lakh.

The summary of Revised Estimates of Receipts and Expenditure for 2010-11 and Budget Estimates for the year 2011-12 is given below:

RECEIPT

Rupees in lakhs

Head	Actuals for 2010-11	Budget Estimates for 2011-12	Revised Estimates for 2011-12	Budget Estimates for 2012-13

(I) UGC Plan General Grant				
iii) Opening Balance	292.55	1241.58	1241.58	1723.00
iv) GIA expected from UGC	1500.00	4478.00	1000.00	4564.09
Interest on bank deposits/investments	27.91	8.00	68.85	20.00
Income out of sale of prospectus, application forms	6.71	3.50	20.65	25.00
Income out of students fees, etc.	10.48	35.47	20.10	40.00
Income out of sale of produce	-	-	-	-
Income from rent of hostels/buildings	-	-	-	6.00
Misc. Income	0.08	1.00	0.40	1.00
Total Income	45.18	47.97	110.00	92.00
Total (I)	1837.73	5767.55	2351.58	6379.09
(II) Earmarked (Specific projects/ Grants)				
(a) UGC Sponsored Research Project				
(i) Opening Balance	-	1.55	1.55	0.94
(ii) Financial Assistance	-	-	-	2.30
(iii) Income	2.30	-	-	0.04
Total (a)	0.03	0.02	0.02	0.04
(b) UGC Sponsored scheme for JRF/SRF	2.33	1.57	1.57	3.28
(i) Opening Balance	-	-	-	-
(ii) Financial Assistance	-	-	-	-
(iii) Income	-	-	4.50	52.60
Total (b)	-	-	4.50	52.60
TOTAL (II)	2.33	1.57	6.07	55.88
(III) Provident Fund & Retirement benefits				
(i) Opening Balance	-	-	-	-
(ii) Financial Assistance by contribution/transfer	-	-	-	200.00
(iii) Grant from UGC for retirement benefits	-	-	-	40.00
TOTAL (III)	-	-	-	240.00
(IV) Deposits & Earmarked Funds				
(i) Opening Balance	-	-	17.43	52.13
(ii) Financial Assistance	18.41	-	50.00	75.00
(iii) Income	-	-	-	-
TOTAL (IV)	18.41	-	67.43	127.13
GRAND TOTAL RECEIPTS (I TO IV)	1860.77	5769.12	2425.08	6802.10

A sum of Rs.1723.00 lakhs is likely to remain unspent at the close of the financial year 2011-12. Total availability of funds during the year 2011-12 is likely to be Rs.2351.58 lakh against which the expenditure is expected to be Rs.628.58 lakhs. The closing balance of Rs.1723.00 lakhs shall be accounted for as opening balance as on 1.4.2012. The university also

proposes to invest some of the grant in term deposits with the Bank, as such nominal income on account of interest is likely to be earned. The university has also started some academic programmes and proposes to start some more courses and thus it expects an income of Rs.92.00 lakh. The total availability of funds under UGC Plan General Development (Maintenance) including retirement benefits and Plan Capital (Non-Plan) heads, during the financial year 2012-13 is expected to be R.6419.09 lakh.

There was a closing balance of Rs. 1.55 lakh at the end of financial year 2010-11 under the UGC sponsored Research Project entitled "Revisiting the quality and excellence in the accredited institutions of Higher education", which was taken as opening balance for the year 2011-12 and with nomination income of Rs.0.02 lakh, the total availability was Rs.1.57 lakh for the year 2011-12 against which the expenditure during 2011-12 is likely to be Rs.0.63 lakh, thus leaving unspent balance of Rs.0.94 lakh which shall be taken as opening balance on 1.4.2012 and a sum of Rs.2.30 lakh is expected as the 2nd installment besides the nominal income of Rs.0.04 lakh. Thus a total of Rs.3.28 lakh shall be available under this scheme. A sum of Rs.4.50 lakh has been received during the year 2011-12 from UGC on account of JRF/SRF scheme.

The University has filled up the non-teaching positions and the teaching positions are likely to be filled up by the end of 2011-12. Thus during the year 2012-13, the projected receipt on account of leave salary and pension contributions etc. is expected to be to be tune of Rs.200.00 lakh and a sum of Rs.40.00 lakh shall be needed for meeting the liability on account of interest on provident fund and retirement benefits.

The University has a sum of Rs.67.43 lakh under the Deposits & Earmarked Funds against which the expenditure during 2011-12 is likely to be Rs.15.30 lakh thus leaving an unspent balance of Rs.52.13 lakh which shall be taken as the opening balance. A sum of Rs.75.00 lakh is expected during the year 2012-13, thus the total availability of funds under the scheme is likely to be Rs.127.13 lakh during the year 2012-13.

EXPENDITURE

Rupees in lakhs

Head	Actuals for 2010-11	Budget Estimates for 2011-12	Revised Estimates for 2011-12	Budget Estimates for 2012-13
(I) UGC Plan Development Grant-in-aid				
NON-RECURRING				
I CAMPUS DEVELOPMENT				
Providing and fixing the boundary pillars	7.85	10.00	-	20.00
Construction of boundary walls	-	340.00	-	340.00

Construction of internal roads	-	50.00	-	50.00
Levelling of land/Survey work/PMC	-	100.00	-	100.00
Augmentation and Providing Water and Elect. Lines/connections	-	100.00	-	90.00
Total(i)	7.85	600.00	-	600.00
II CONSTRUCTION OF BUILDINGS				
Administrative building	-	500.00	-	500.00
Academic Block	-	400.00	-	400.00
Residences for statutory officers, faculty, staff	-	100.00	-	100.00
Total (ii)	-	1000.00	-	1000.00
III CENTRAL FACILITIES				
Construction of Central Library	-	450.00	-	450.00
Construction of Guest House	-	400.00	-	400.00
Construction of Health care centre	-	150.00	-	150.00
Temporary accommodation	-	550.00	-	550.00
Creation of fixed assets	362.84	825.00	200.00	1000.00
Total (iii)	362.84	2375.00	200.00	2550.00
GRAND TOTAL(NON-RECURRING)	370.69	3975.00	200.00	4150.00
IV RECURRING EXPENDITURE				
Salary & wages of the staff	86.16	825.00	173.73	1501.09
Travelling expenses	20.87	100.00	24.20	146.00
Operational/administrative expenses	117.03	80.00	205.65	482.00
Rent on account of hiring of temporary buildings	1.94	320.00	25.00	100.00
Books, journals, periodicals, etc.	-	-	-	-
Total (iv)	226.00	1325.00	428.58	2229.09
TOTAL (I)	596.69	5300.00	628.58	6278.48
(II)Earmarked (Specific projects/ Grants)	0.78	3.00	5.13	55.88
(III) Provident Fund & Retirement benefits	-	-	-	240.00
(IV) Deposits & Earmarked Funds	0.98	-	15.30	36.60
Balance in Earmarked Funds				90.53
Total (IV)	0.98	-	15.30	127.13
GRAND TOTAL {(I) TO (IV)}	598.45	5303.00	649.01	6802.10

To sum up, the overall total Budget Estimates for the year 2012-13 are projected to be to the tune of Rs.6701.49 lakh. The position under UGC Plan Development General and Capital grant, is as under:

Head	Opening balance	Univ. Income	Total	Budget Estimates for 2012-13	Grant Required from UGC
Plan General Development Recurring (Maintenance)grant	793.69	77.00	870.69	2229.09	1358.40
Plan Capital (Non-Recurring) Grant	929.31	15.00	944.31	4150.00	3205.69
Retirement benefits				40.00	40.00
Total	1723.00	92.00	1815.00	6419.09	4604.09

The Budgeted figures are provisional estimates for the execution of the plans and policies of the university within the available means/grants as provided/demanded. These estimates were placed before the Finance Committee in its 4th meeting held on 27.2.2012.

The Finance Committee considered the Budget Estimates of the University for the year 2012-13 and Revised Estimates for the year 2011-12, and recommended the same to the Executive Council for approval, in principle. However, the actual expenditure should be planned according to the funds that are made available by the UGC to the University. The Vice-Chancellor also gave a brief position of funding and spending during the year 2011-12. The Finance Committee observed that the University has done significant progress and development in terms of establishing the Schools/Departments, starting of academic programmes, admissions, creating and filling up of the posts very prudently. However, due to non-transfer of land to the University on account of delay in the FCA clearance, the University has not been in a position to utilise the funds meant for the development of the infrastructure. The Finance Committee also appreciated the efforts of the University in mobilising physical resources in terms of academic block through the support of the State Government. Hence, it should get liberal funding during XII Plan so that it could develop to the desired level.

The recommendations of the Finance Committee were considered and approved by the Executive Council in its 5th meeting held on 27.2.2012 vide item No.5.6.

The Budget Estimates for the financial year 2012-13 and revised estimates for 2011-12 as approved the FC/EC and submitted to the UGC and MHRD, are placed before the Court in terms of Section 31(2) of the Act and Clause 10(2) of First Statutes for kind perusal and consideration as per Annexure 1.9A.

The Court perused the Budget Estimates for the financial year 2012-13 and revised estimates for 2011-12 of the University and noted the action taken.

Item No. 1.1(T)

To place before the Court 'The Regulations for the conduct of the business of the Court' [Annexure 1.1(T)A].

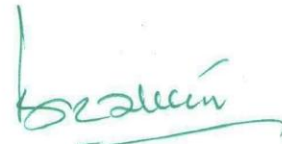
Section 29 of the Central Universities Act and Statute 38 of the 1st Statutes set out in the Second Schedule to the Act *ibid*, provide that the authorities of the University may make Regulations consistent with the Act, Statutes and the Ordinances, for the conduct of their own business, procedure to be observed at their meetings and the number of members required to form

quorum; providing for the giving of notice to the members of such authority of the dates of meeting and of the business to be considered at meetings and for the keeping of a record of the proceedings of meetings.

The Regulation No. 9 for the Conduct of Business of the Court was approved with the addition that a clause "If any member desires to include any item for consideration of the Court, he may convey the same to the Vice-Chancellor, who in turn shall take action to include the said item in the agenda of the Court in consultation with the Chairman".

After discussions on the agenda, the Chancellor once again thanked all the members for the keen interest taken by them in the affairs of the university and the valuable suggestions made by them. He stated that the suggestions made by the distinguished members are so rich that these will help to develop the university in becoming the Centre of Excellence in Higher Education. He appreciated the efforts put in by the Vice-Chancellor in the establishment and development of the University to achieve its status as it exists today especially with regard to starting of academic programmes and attracting good faculty. He was highly impressed with the development of the University which it has attained despite the fact that it did not have land and permanent infrastructure.

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



B.R. Dhiman
Member-Secretary

Confirmed


Arun Maira
Chancellor

CENTRAL UNIVERSITY OF HIMACHAL PRADESH
DHARAMSHALA DISTT KANGRA (HP) – 176 215

Regulation 9

REGULATIONS FOR THE CONDUCT OF THE BUSINESS OF THE COURT
(Made under the provisions of Section 29 of the Act and Statute 38 of 1st Statutes)

1. These regulations may be called, "Regulations for the conduct of the business of The Court" and shall come into force from the date of notification.
2. The Chancellor shall preside over the meetings of the Court. In his absence, the Vice-Chancellor shall chair the meetings of the Court.
3. The Registrar shall be the *ex-officio* Member-Secretary of the Court and in his absence the person performing his duties in terms of Statute 6(6) shall be the Member-Secretary of the Court.
4. The Registrar, under the direction of the Vice-Chancellor, shall send the notice and agenda at least 10 days before the meeting. The supplementary agenda shall be sent at least 4 days before the date of meeting. Provided that a copy of the receipts and expenditure, the balance sheet and the financial estimates shall be sent to every member of the Court at least seven days before the date of the meeting.
5. No item shall be included in the agenda without the approval of the Chairman or the Vice-Chancellor.
6. An agenda item shall be considered as confidential record.
7. A regular meeting of the Court shall be held at least once a year at such time, date and venue to be fixed by the Executive Council unless some other date has been fixed by the Court in respect of any year.
8. Special meetings of the Court may be convened by the Executive Council or the Vice-Chancellor or if there is no Vice-Chancellor, the Pro-Vice-Chancellor, or if there is no Pro-Vice-Chancellor, by the Registrar.
9. An emergent item of business for the Court, if any, may at the discretion of the Chancellor, be disposed off by correspondence or circulation. Such item together with the decision and action taken thereupon shall be reported to the Court at its next regular meeting.
10. Eleven members of the Court shall form the quorum for the meetings of the Court. Provided that if a meeting of the Court is adjourned for want of quorum, no quorum shall be necessary at the next meeting for transacting the business which was listed for the adjourned meeting.
11. An item proposed by any member(s) and included in the agenda may be withdrawn by the member with the permission of the Chairman.
12. The conduct of business and order of speaking shall be controlled by the Chairman.
13. The Chairman at his own instance or at the instance of any member may call or order any member to participate in the discussion.

14. Ordinarily no business other than that is brought forward in the agenda or supplementary agenda shall be transacted in the meeting. The Chairman, however, may introduce or permit to introduce any other item for discussion provided that such an item could satisfactorily be dealt with in the meeting without any prior notice.
15. All decisions in the meetings of the Court shall be taken by consensus. However, if circumstances so warrant, the Chairman may resort to voting for taking a decision by majority of the votes of the members present. It shall be for the chairman to decide the manner in which the votes are to be cast. The Chairman shall have a vote and a casting vote.
16. A matter once decided by the Court shall not be reopened within next six months except with the consent of the Chairman.
17. An officer not below the rank of Assistant Registrar may be allowed by the Chairman to be present in the meeting of the Court. The members of the staff may be called in for assistance as and when required.
18. The minutes of the meetings of the Court shall be recorded in writing and signed by the Registrar (Member-Secretary of the Court) and countersigned by the Chairman in confirmation and approval.
19. The Registrar, within seven days after the meeting of the Court, shall send a copy of the minutes to each member of the Court.
20. The decisions recorded in the minutes shall be implemented by the university and action so taken shall be reported to the Court in its next meeting.
21. Formal confirmation of the minutes will be the first item on the agenda of the following meeting of the Court.
