

# हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय

[ केन्द्रीय विश्वविद्यालय अधिनियम 2009 के अधीन स्थापित ]

## Central University of Himachal Pradesh

[ Established under Central Universities Act, 2009 ]



### MINUTES

OF

### 15<sup>TH</sup> MEETING OF THE EXECUTIVE COUNCIL

HELD ON 24<sup>TH</sup> MARCH, 2014 AT 09:00 AM

**VENUE:** Campus : Temporary Academic Block, Central University of Himachal Pradesh, Shahpur, District – Kangra, Himachal Pradesh – 176 206

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# Central University of Himachal Pradesh

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## 15<sup>TH</sup> MEETING OF THE EXECUTIVE COUNCIL

HELD ON **24<sup>TH</sup> MARCH, 2014** AT **09:00 AM**

**VENUE:** Campus: Temporary Academic Block, Central University of Himachal Pradesh, District – Kangra, Himachal Pradesh – 176 206

## MINUTES

The 15<sup>th</sup> Meeting of the Executive Council of the Central University of Himachal Pradesh was held on 24<sup>th</sup> March, 2014 at 09:00 AM at Temporary Academic Block, Central University of Himachal Pradesh, Shahpur, District - Kangra (HP).

1. The following members were present:

- |       |  |                 |
|-------|--|-----------------|
| i.    | <b>Prof. Furqan Qamar</b><br>Vice-Chancellor, Central University of Himachal Pradesh, Himachal Pradesh       | <b>CHAIRMAN</b> |
| ii.   | <b>Prof. Yoginder Verma</b><br>Pro-Vice-Chancellor, Central University of Himachal Pradesh, Himachal Pradesh | <b>MEMBER</b>   |
| iii.  | <b>Mr. Syed Shahid Mahdi,</b><br>Former Vice-Chancellor, Jamia Millia Islamia, Vasant Vihar, New Delhi       | <b>MEMBER</b>   |
| iv.   | <b>Prof. A.M. Pathan,</b><br>Former Vice-Chancellor, CU Karnataka, 75/4, Ranoji Rao Road, Bengaluru          | <b>MEMBER</b>   |
| v.    | <b>Dr. D.S. Rathore</b><br>Former Vice-Chancellor, Himachal Pradesh Krishi Vishwavidyalaya,                  | <b>MEMBER</b>   |
| vi.   | <b>Prof. Manmohan Gupta</b><br>Professor, Department of Physics, Panjab University, Chandigarh               | <b>MEMBER</b>   |
| vii.  | <b>Prof. Arvind Agrawal</b><br>Dean, School of Social Sciences, CUHP, TAB, Shahpur, District – Kangra, H.P   | <b>MEMBER</b>   |
| viii. | <b>Prof. Inder Vir Malhan</b><br>Dean, School of Mathematics, Computers & Information Sciences, CUHP, H.P    | <b>MEMBER</b>   |
| ix.   | <b>Prof. H.R. Sharma</b><br>Dean Students' Welfare, CUHP, TAB, Shahpur, District – Kangra, H.P               | <b>MEMBER</b>   |
| x.    | <b>Prof. Kunj Bihari Joshi</b><br>Dean, School of Physical & Material Sciences, CUHP, TAB, Shahpur, H.P      | <b>MEMBER</b>   |

|       |  |                                 |
|-------|--|---------------------------------|
| xi.   | <b>Prof. Ambrish Kumar Mahajan</b><br>Dean, School of Earth & Environmental Sciences, CUHP, TAB, Shahpur, H.P  | <b>MEMBER</b>                   |
| xii.  | <b>Dr. Asutosh Pradhan</b><br>Associate Professor, Department of Social Work, CUHP, TAB, Shahpur, H.P          | <b>MEMBER</b>                   |
| xiii. | <b>Shri Keshav Singh Rawat</b><br>Assistant Professor, Department of Computer Science & Informatics, CUHP, H.P | <b>MEMBER</b>                   |
| xiv.  | <b>Shri B.R. Dhiman</b><br>Finance Officer, Central University of Himachal Pradesh, Dharamshala, H.P           | <b>SPECIAL INVITEE</b>          |
| xv.   | <b>Dr. Gautam Mukherjee</b><br>Registrar, Central University of Himachal Pradesh, Dharamshala, H.P             | <b>EX OFFICIO<br/>SECRETARY</b> |

2. The following members could not attend the meeting due to their prior commitments and unavoidable reasons and were granted leave of absence:

|       |  |               |
|-------|--|---------------|
| i.    | <b>Shri Ashok Thakur</b><br>Secretary, Department of Higher Education, New Delhi                                 | <b>MEMBER</b> |
| ii.   | Secretary (Higher Education), Government of Himachal Pradesh, Himachal Pradesh                                   | <b>MEMBER</b> |
| iii.  | <b>Chairman or his / her nominee</b><br>University Grants Commission, Bahadur Shah Zafar Marg (I.T.O), New Delhi | <b>MEMBER</b> |
| iv.   | <b>Dr. Sudhir S. Bloeria</b><br>Vice-Chancellor, Central University of Jammu, Jammu & Kashmir                    | <b>MEMBER</b> |
| v.    | <b>Prof. Sunaina Singh</b><br>Vice-Chancellor, English & Foreign Languages University, Hyderabad                 | <b>MEMBER</b> |
| vi.   | <b>Dr. (Ms.) Kamal Singh</b><br>Former Vice-Chancellor, Sant Gadge Baba Amravati University                      | <b>MEMBER</b> |
| vii.  | <b>Prof. Peter Ronald deSouza</b>  | <b>MEMBER</b> |
| viii. | <b>Prof. Veena Chowdhury</b><br>Professor Director, Department of Radio-diagnosis, Maulana Azad Medical College  | <b>MEMBER</b> |
| ix.   | <b>Shri Ramesh Sharma</b><br>National / International Film Maker, EG - 2/7, Garden Estate, M.G. Road, Gurgaon    | <b>MEMBER</b> |

3. The Vice-Chancellor extended a warm welcome and thanked all the members for attending the meeting, especially the outside members for the tiresome journey undertaken by them. He thanked the members for their continuous support and help in developing the university. The Vice-Chancellor also gave a brief account about the academic and developmental activities being undertaken by the University and the status of transfer of land to the University. The Vice-Chancellor also apprised the members about the successful conduct of 2<sup>nd</sup> Annual Convocation of the University which was held on 12<sup>th</sup> February, 2014 wherein Shri Pranab Mukherjee, H.E. President of India was the Chief Guest. The members appreciated the leadership provided by the Vice-Chancellor and the commendable work done by his small team for organising the 2<sup>nd</sup> Annual Convocation of the University with grand success.

**THEREAFTER, THE AGENDA WAS TAKEN UP AS UNDER:**

ITEM NO: 15.1(i) Confirmation of the Minutes of the 12<sup>th</sup> Meeting of the Executive Council held on 15<sup>th</sup> November, 2013.

The Minutes of the 12<sup>th</sup> Meeting of the Executive Council held on 15<sup>th</sup> November, 2013 were confirmed.

ITEM NO: 15.1(ii) Confirmation of the Minutes of the 13<sup>th</sup> (Special) Meeting of the Executive Council held on 11<sup>th</sup> February, 2014.

The Minutes of the 13<sup>th</sup> (Special) Meeting of the Executive Council held on 11<sup>th</sup> February, 2014 were confirmed.

ITEM NO:15.2(i) To place before the Executive Council the Report about the action taken on the decisions of its 12<sup>th</sup> Meeting held on 15<sup>th</sup> November, 2013.

The report about the action taken on the decisions of 12<sup>th</sup> Meeting of the Executive Council held on 15<sup>th</sup> November, 2013 was noted.

ITEM NO:15.2(ii) To place before the Executive Council the Report about the action taken on the decisions of its 13<sup>th</sup> (Special) Meeting held on 11<sup>th</sup> February, 2014.

The report about the action taken on the decisions of 13<sup>th</sup> (Special) Meeting of the Executive Council held on 11<sup>th</sup> February, 2014 was noted.

ITEM NO:15.3 To place before the Executive Council the Minutes and the Report about the action taken on the decisions of its 14<sup>th</sup> Meeting (By Circulation) dated 27<sup>th</sup> February, 2014.

The minutes and the report about the action taken on the decisions of 14<sup>th</sup> Meeting (By Circulation) of the Executive Council dated 27<sup>th</sup> February, 2014 was perused, confirmed and noted.

ITEM FOR REPORTING AND RATIFICATION:

**ITEM NO: 15.4**      **To report the action taken by the Vice-Chancellor for Appointment of Sh. Jagdish Chand Attri, Consultant (Finance).**

Sh. Jagdish Chand Attri, Senior Accounts Officer is retired from the Office of the Accountant General (A&E) having vast experience and professional knowledge in the field of finance, accounting and auditing. The University being in its initial stage, it was felt to engage him as Consultant for a period of six months @ ₹26,000/- per month fixed. Shri Jagdish Chand Attri was appointed as Consultant (Finance) by the Vice-Chancellor for a period of six months @ ₹26,000/- per month fixed. Shri Attri joined as such on 10<sup>th</sup> January, 2014. His services will be mainly utilized for preparation of Accounting & Auditing Manual/ Internal Auditing Work and also to do other work assigned to him by the Finance Section.

**The action taken was noted and ratified.**

ITEM FOR CONSIDERATION AND DECISION:

**ITEM NO: 15.5**      **To Place before the Executive Council the Proposal for the Constitution of the Search Committee for the Selection of Chair for Tribal Studies.**

The University Grants Commission has approved the proposal for setting up a Chair for Tribal Studies in the University. The proposal has been approved by Academic Council, Finance Committee and the Executive Council of the University and the advertisement for selection of a Professor is in hand.

The procedure / mode for making appointment as per UGC guidelines is as under:

**Mode of appointment:** Through Search Committee or by invitation on the recommendation of the Search Committee (to be decided by the University). A 3-member Search Committee constituted by the Vice-Chancellor with one nominee of the Chairman, UGC.

Keeping in view the above mode of appointment suggested by the UGC, it is felt desirable that the matter be placed before the Executive Council.

**The Executive Council considered the proposal and recommended names of five eminent persons, as mentioned below, for the Search Committee and authorised the Vice Chancellor to nominate from amongst them any two as members of the Search Committee:**

1. Prof. Nandini Sunder Vardharajan, Delhi University
2. Dr. J.M. Lyngdoh, former Chief Election Commissioner
3. Prof. R. K. Jain, former Professor of Anthropology, JNU
4. Prof. T. V. Kattimani, Vice Chancellor, Indira Gandhi National Tribal University
5. Prof. Andrei Beteille, Emeritus Professor Delhi University

ITEM NO. 15.6

**To Place before the Executive Council the matter for nomination on the Committee to be constituted for the Selection of the Vice-Chancellor.**

The present Vice-Chancellor Prof. Furqan Qamar was appointed as such for a term of five years. He joined on 20<sup>th</sup> January, 2010 and as such his term shall end on 19<sup>th</sup> January, 2015. Considering the fact that the selection of the Vice-Chancellor is a time consuming process, the present Vice-Chancellor desires that the process for the selection of the next Vice-Chancellor should be set in motion at the earliest.

The procedure for the appointment of the Vice-Chancellor is given in Statute (2), which reads as under:

*Clause (1): The Vice-Chancellor shall be appointed by the Visitor from out of a panel recommended by a Committee as constituted under Clause (2):*

*Clause (2): The Committee referred to in clause (1) shall consist of five persons, out of whom three shall be nominated by the Executive Council, two by the Visitor, and one of the nominees of the Visitor shall be the convener of the Committee.*

From the above provision of the Statutes, it is clear that the Committee to be constituted by the Visitor for the selection of the Vice-Chancellor shall have three nominees of the Executive Council.

**The Executive Council considered the proposal and approved names of three eminent persons as nominees of the Executive Council on the Search Committee of the Vice-Chancellor of the Central University of Himachal Pradesh. Besides the Executive Council also approved names of three other eminent persons to be kept on the panel as nominees of the Executive Council, in case of exigencies arising on account of the refusal or non-availability. The Executive Council also approved that in view of the importance and significance of the decision, the names be kept confidential and conveyed to the MHRD, in due course of time, and that the names should not be disclosed in the Minutes as they are uploaded on the university website and are in public domain. Thus the names as approved by the Executive Council are placed separately at Annexure 1 in a sealed cover in the custody of the Vice-Chancellor.**

ITEM NO: 15.7      To place before the Executive Council the Minutes of the Finance Committee made in its 10<sup>th</sup> Meeting held on 23<sup>rd</sup> March, 2014.

The Minutes of the Finance Committee of its 10<sup>th</sup> Meeting held on 23<sup>rd</sup> March, 2014 were approved.

ITEM NO: 15.8      To place before the Executive Council the Recommendations of the Selection Committee held on 19<sup>th</sup> March, 2014 for the position of Registrar.

Before the recommendations of the Selection Committee for the post of the Registrar, Finance Officer and other non-teaching posts were placed before the Executive Council, the Vice-Chancellor apprised that keeping in view the sensitivity on account of implementation of the Model Code of Conduct for General Election, the matter had been taken up with the MHRD. Simultaneously, the matter was also taken up with the Election Department, Government of Himachal Pradesh. The Joint Chief Electoral Officer, Himachal Pradesh vide their letter No. 3-8/2014-ELN-III-1111 dated 21<sup>st</sup> March, 2014 has allowed the University to proceed with the proposal of the University as mentioned in the letter No. 102/CUHP/Rectt/2010/Vol. II/20142 dated 14<sup>th</sup> March, 2014 by the Registrar of the University.

While taking up the matter for consideration by the Executive Council, the present Registrar and the Finance Officer withdrew from the meeting as they both were applicant.

The University had advertised the post of **Registrar** vide Employment Notice No. 003/2013 dated 24<sup>th</sup> September, 2013. In response, a total **66 (Sixty Six)** applications were received and were scrutinised for eligibility and short-listing by a duly constituted Screening Committee in its meeting held on 27<sup>th</sup> February, 2014. The Screening Committee recommended that all eligible applicants (**27 (twenty seven)** in numbers) be short-listed. Accordingly, the short-listed candidates were issued call letter by email as well as by post on 28<sup>th</sup> February, 2014. Simultaneously, the complete list of all short-listed and not short-listed, indicating reason thereof against each applicants was uploaded on the University Website on 28<sup>th</sup> February, 2014 with the advice to the applicants that in case of any discrepancy, the applicants must bring the same to the notice of the University for necessary correction(s) by email latest by 7<sup>th</sup> March, 2014. In response, **05 (five)** requests were received for reconsideration and the same were examined by the Screening Committee again, which recommended **02 (two)** of these applicants for short-listing. The candidates was informed accordingly and issued call letter. **Thus, a total of 29 (Twenty Nine) applicants, who met the minimum eligibility requirements were short-listed and were**

**called to appear before the Selection Committee for Interview.** The Selection Committee comprising the Vice-Chancellor, the Visitor's Nominee, an External Expert, Two Members of the Executive Council and One Expert belong to the SC & OBC Category each met on **19<sup>th</sup> March, 2014** at **10:00 AM** at the **Campus: Temporary Academic Block of the University at Shahpur**. Out of the 29 (Twenty Nine) applicants called for Interview, **23 (Twenty Three) applicants appeared** before the Selection Committee. Recommendation(s) of the Selection Committee is placed **in a sealed cover before the Executive Council for consideration and approval.**

**The recommendations of the Selection Committee for the position of Registrar were approved as under:**

**Select List:** Shri Jagdish Chand Rangra S/o Shri Kanshi Ram Rangra

**Wait List:** Nil

**The Executive Council further desired that the appointment letter to the candidate selected should be issued immediately.**

**ITEM NO: 15.9**

**To place before the Executive Council the Recommendations of the Selection Committee held on 15<sup>th</sup> March, 2014 for the position of Finance Officer.**

While taking up the matter for consideration by the Executive Council, the present Finance Officer withdrew from the meeting as he was an applicants.

The University had advertised the post of **Finance Officer** vide Employment Notice No. 003/2013 dated 24<sup>th</sup> September, 2013. In response, a total **26 (Twenty Six)** applications were received and were scrutinised for eligibility and short-listing by a duly constituted Screening Committee in its meeting held on 27<sup>th</sup> February 2014. The Screening Committee recommended that all eligible applicants (**04 (Four)** in numbers) be short-listed. Accordingly, the short-listed candidates were issued call letter by email as well as by post on 28<sup>th</sup> February, 2014. Simultaneously, the complete list of all short-listed and not short-listed, indicating reasons thereof against each applicants was uploaded on the University Website on 28<sup>th</sup> February, 2014 with the advice to the applicants that in case of any discrepancy, the applicants must bring the same to the notice of the University for necessary correction(s) by email latest by 7<sup>th</sup> March, 2014. In response, **02 (two)** requests were received for reconsideration and the same were examined by the Screening Committee again, which recommended 01 (one) of



these applicants for short-listing. The candidate was informed accordingly and issued call letter. **Thus, a total of 05 (Five) applicants, who met the minimum eligibility requirements were short-listed and were called to appear before the Selection Committee for Interview.** The Selection Committee comprising the Vice-Chancellor, the Visitor's Nominee, an External Expert, Two Members of the Executive Council and an Expert belong to the SC category met on **15<sup>th</sup> March, 2014 at 03:00 PM** at the **Camp Office of the University at Dharamshala.** Out of the 05 (Five) applicants called for Interview, **04 (Four) applicants appeared** before the Selection Committee. Recommendation(s) of the Selection Committee is placed **in a sealed cover before the Executive Council for consideration and approval.**

**The recommendations of the Selection Committee for the position of Finance Officer were approved as under:**

**Select List:** Shri B.R. Dhiman S/o Shri Neeru Ram Dhiman, with full pay protection.

**Wait List:** Nil

**The Executive Council further desired that the appointment letter to the candidate selected should be issued immediately.**

**ITEM NO: 15.10**

**To place before the Executive Council the Recommendations of the Selection Committee held on 20<sup>th</sup> March, 2014 for the position of Deputy Registrar.**

The University had advertised the **two unreserved posts** of **Deputy Registrar** vide Advertisement No. 001/2012 dated 13<sup>th</sup> February, 2012. In response, a total **85 (Eighty Five)** applications were received and were scrutinised for eligibility and short-listing by a duly constituted Screening Committee in its meeting held on 8<sup>th</sup> July, 2013. The Screening Committee recommended that all eligible applicants (**34 (Thirty Four)** in numbers) be short-listed. Simultaneously, the complete list of all short-listed and not short-listed, indicating reason thereof against each applicants was uploaded on the University Website on 6<sup>th</sup> September, 2013 with the advice to the applicants that in case of any discrepancy, the applicants must bring the same to the notice of the University for necessary correction(s) by email latest by 30<sup>th</sup> September, 2013. In response, 2 (two) requests were received for necessary corrections in personal information. **Thus, a total of 34 (Thirty Four) applicants, who met the minimum eligibility requirements were short-listed and were called to appear before the Selection Committee for**

**Interview.** Accordingly, the short-listed candidates were issued call letter by email as well as by post on 27<sup>th</sup> February, 2014 and 2<sup>nd</sup> March, 2014 respectively. The Selection Committee comprising the Vice-Chancellor, Two Members of the Executive Council nominated by the Vice-Chancellor, Two Experts not in the service of the University nominated by the Vice-Chancellor, Registrar and One Expert belongs to the SC, ST, OBC and Woman category each, as applicable met on **20<sup>th</sup> March, 2014** at **02:30 PM** at the **Campus: Temporary Academic Block of the University at Shahpur**. Out of the total 34 (Thirty Four) applicants called for Interview, **14 (Fourteen) applicants appeared** before the Selection Committee. Recommendation(s) of the Selection Committee is placed **in a sealed cover before the Executive Council for consideration and approval.**

**The recommendations of the Selection Committee for the position of Deputy Registrar were approved. The Vice-Chancellor was authorised to take necessary action in due course of time.**

ITEM NO:15.11

**To place before the Executive Council the Recommendations of the Selection Committee held on 21<sup>st</sup> March, 2014 for the position of System Analyst.**

The University had advertised the **One unreserved post** of **System Analyst** vide Advertisement No. 002/2011 dated 17<sup>th</sup> April, 2011. In response, a total **85 (Eighty Five)** applications were received and were scrutinised for eligibility and short-listing by a duly constituted Screening Committee in its meeting held on 8<sup>th</sup> July, 2013. The Screening Committee recommended that all eligible applicants (**17 (Seventeen)** in numbers) be short-listed. Simultaneously, the complete list of all short-listed and not short-listed, indicating reason thereof against each applicants was uploaded on the University Website on 6<sup>th</sup> September, 2013 with the advice to the applicants that in case of any discrepancy, the applicants must bring the same to the notice of the University for necessary correction(s) by email latest by 30<sup>th</sup> September, 2013. In response, 5 (five) requests were received for reconsideration and the same were examined by the Screening Committee again, which not recommended any of these applicants for short-listing. **Thus, a total of 17 (Seventeen) applicants, who met the minimum eligibility requirements were short-listed and were called to appear before the Selection Committee for Interview.** Accordingly, the short-listed candidates were issued call letter by email as well as by post on 27<sup>th</sup> February, 2014 and 2<sup>nd</sup> March, 2014 respectively. The Selection Committee comprising the Vice-Chancellor, Two Members of the Executive Council nominated by the Vice-Chancellor, Two Experts not in the service of the University nominated by the Vice-Chancellor, Registrar

and One Expert belongs to the SC, ST, OBC & Woman category each, as applicable met on **21<sup>st</sup> March, 2014 at 09:30 AM** at the **Campus: Temporary Academic Block of the University at Shahpur.** Out of the total 17 (Seventeen) applicants called for Interview, **10 (Ten) applicants appeared** before the Selection Committee. Recommendation(s) of the Selection Committee is placed **in a sealed cover before the Executive Council for consideration and approval.**

**The recommendations of the Selection Committee for the position of System Analyst were approved. The Vice-Chancellor was authorised to take necessary action in due course of time.**

#### **ANY OTHER ITEM:**

**ITEM NO:15.10 To place before the Executive Council the proposal for engaging Dr. Gautam Mukherjee as Consultant (Examination & Admissions).**

There is post of Controller of Examination which was advertised but could not be filled up in the first round and though the post was re-advertised but the Selection Committee could not be held. The work in the examination has increased in many fold in view of the fact that the University has started 18 Post Graduate Programmes and 17 Research Degree Programmes. There is a dire need to have a full time person who could attend to admissions and examinations work of the University.

Therefore, the matter is placed before the Executive Council for consideration and approval that the University may be allowed to engage Dr. Gautam Mukherjee as Consultant (Examination & Admissions) for a period of six months or till the post of the Controller of Examination is filled up whichever is earlier at a consolidated monthly remuneration of ₹60,000/- per month i.e. equivalent to the monthly salary which he is drawing at present as Registrar.

**The Executive Council was fully in agreement with the proposal in view of the shortage of staff which the University is facing at the moment. The Executive Council approved the proposal to engage Dr. Gautam Mukherjee as Consultant (Examination & Admissions) for a period of six months or till the post of Controller of Examination is filled up, whichever is earlier, at a monthly consolidated remuneration of ₹ 60,000/- per month and authorised the Vice-Chancellor to take necessary action in this regard in due course of time and in consonance with the provisions of the Model Code of Conduct for Election.**

The Executive Council appreciated the hard & commendable work put in by Dr. Gautam Mukherjee and Shri B.R. Dhiman during their tenure as the First Registrar and First Finance Officer respectively, and desired to put the same on records.

**THE MEETING ENDED WITH THE VOTE OF THANKS TO THE CHAIR.**

S/d

**Dr. Gautam Mukherjee**  
Ex-Officio-Secretary & Registrar, CUHP

**Confirmed**

S/d

**Prof. Furqan Qamar**  
Chairman & Vice-Chancellor, CUHP