



Minutes of the 4th Governing Body meeting
held on 15 Jun 2016 at 1000 hrs

The following members were present:

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| 1. Prof. N R Puri | President | Chairman |
| 2. Prof. GN Magesan | Chancellor | |
| 3. Mr. Ashwani Puri | Executive Registrar | |
| 4. Prof. Rajendra Prasad | Head Dept. of life Sciences,
Amity University | |
| 5. Dr. GC Mishra | Chairman
Advisory Committee, IAR,
Director, NCCS Pune | |
| 6. Dr. RC Maheshwari | Former VC, Sardar Krushinagar
Dantiwara Agricultural University. | |
| 7. Dr. Chandramani Pathak | Dean, IAR | Member Secretary |
| 8. Mr. Sanjay Puri | Guest | |

The following members were absent.

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| 1. Mr. Upendra Puri | Trustee |
| 2. | Govt. of Gujarat Nominee |
| 3. Prof. VS Chauhan | Former Director, ICGEB |
| 4. Dr. Rajani Nadgauda | Professor Emeritus, IAR |
| 5. Prof. B Rao | Vice President Development,
London South Bank University |

The agenda points, discussions and decisions taken are placed below.

S. No.	Agenda Points	Discussions	Decision	Action By
1	Welcome note and Introductory remark	Meeting commenced in the presence of six members of University Governing body, and a special invitee as an observer. Prof. N.R. Puri chaired the meeting and welcomed the members of the committee.	NFA	

2	Brief by VC	Prof. Guna Magesan, Vice Chancellor of the university updated the current status, progress, promotion of education programme.	NFA	
3 a)	Brief the minutes of 3rd Governing body	Mr. Ashwani Puri, Executive Registrar of the university briefed about the updates of last Governing Body meeting.		
b)		Dr. GC Mishra suggested that promotion policy should be drafted. The promotion should be given based on the performance and merits, quality of publications, commitment to the University, etc.	Draft promotion policy to be made and discussed.	Executive Registrar
c)		Prof. Prasad suggested that Excellence Award for faculty should be given to those who have achieved a milestone performance.	A awards policy to be drafted.	Executive Registrar
d)	UGC recognition	Members suggested carrying out a mock run for UGC visit. They suggested that the University should take help and support of members with experience of UGC committee visit.	Mock drill for UGC to be undertaken and amendments made as suggested.	Executive Registrar / VC
e)	Senior Officers Committee	Dr. Maheshwari suggested that a Senior Officers Committee may be formed to assist the VC in day-to-day management of the University and quality assurance.	A Senior Officers Committee to be formulated.	Executive Registrar / VC
4 a)	Research Report	Dean presented the current overview of the research in the University. Dean briefed about the research grants.	The members were pleased with the current research work.	
b)		Prof. N.R. Puri suggested improving the research grant status at the university.	Prof. Puri emphasized that the quality of education and research should be maintained and not to be compromised.	
c)		Prof. Prasad suggested submitting DST FIST grant from the university and establishing Research cell unit.	Dr. BS Tiwari or another suitable could be appointed as in-charge of the Research cell. The faculty, and PhD students with assistance from their mentors, should keep two or three proposals ready for submission for funding.	VC
d)		Dr. GC Mishra suggested conducting RAC twice in a year to maintain standard of the research.	RAC to be planned twice a year.	Executive Registrar

e)	Research Office	It was discussed to set up a research office that will help in selection of projects, funding from industry, liaise with funding agencies.		Executive Registrar / VC
f)	Industry Incubation Centre	The members discussed the proposed industry incubation grant by NITI Aayog. The time available for submitting the grant was short.	Study the proposal and apply for grant if feasible.	Dean
5	Education report	Dean presented the current overview of the academic progress in the University. Dean briefed about the faculty strength, student strength and ongoing courses of UG and PG.		
a)	Student Absenteeism	The issue of student absenteeism and possible reasons was discussed. Handouts may be provided to students for the next class.	Faculty to be taken onboard to make the class interesting. Handouts can be distributed for the next class. Different speakers/teachers can be invited to break the monotony.	Dean / VC
b)	Student Attendance	The issue of poor student attendance was discussed. Students have no fear of skipping classes.	Possibility of digital attendance to be seen. Campus life should be made more interesting. Should not have long breaks between lecture classes.	
			10 % of minimum pass marks, i.e. 4 marks, to be given as bonus marks for regular students with 75% attendance or more.	Asst Registrar Student Affairs
			Fine should be imposed for students with less than 75% attendance.	Asst Registrar Student Affairs
c)	Parent Teacher Meeting	Parent Teacher meeting was proposed to inform parents about continued absence for students, and also to promote University policies.	Information to be sent to parents of students not attending classes regularly. Parent teacher meetings can be organised to take parents help in promoting university policies.	Dean
d)	Minimum Pass Marks	Minimum pass marks was reviewed in view of bonus marks.	The minimum pass marks to be increased to 37 %.	Dean/ Controller of Examination

e)	Examination and Evaluation Policy	Dean proposed the continuous evaluation process for practical examination. The issue was discussed in detail.	Continuous practical evaluation to be adopted.	Dean/ Controller of Examination
f)	Exam hall ticket	Confirmation of identity during examination.	There should be a exam hall ticket with photograph Exam paper to have questions to promote original thinking.	Controller of Examination Dean/ Controller of Examination
g)	Skill Development Courses	Development of skill enhancement courses was discussed. The courses will assist in creating job opportunities, and industry interactions.	Skill development courses to be developed.	Dean / VC
h)	Computer and Language Lab	An additional computer lab for students may be considered. This special lab can also be considered as Language Lab.	An additional Computer lab may be developed.	
j)	Educational Program for Academic Year 16-17	The new and revised courses under the three schools were discussed and corrections suggested. The new programs have been reviewed and recommended by the Board of Management.	The new and revised courses were approved by the Board after proposed corrections. The adopted program is attached.	Dean
k)	Retired Experts in Local Areas	Dr. Maheshwari mentioned that there was a large pool of retired people who would like to contribute to the teaching process. The university should make use of this experienced group.	A list of retired people from different subjects to be made and involved in the teaching process.	Dean / Executive Registrar / VC
l)	Academic Master Plan	Courses in Nanotechnology and Biomedicine to be considered.	University to draw an academic master plan taking into consideration medium and long term opportunities.	VC
m)	Intake capacity	Dean proposed an increase in the intake capacity from 20 to 30 for PG courses. The issue was discussed and recommended by the Board of Management.	The intake capacity was approved. The intake capacity for postgraduate program to be increased from 20 to 30.	Dean / Executive Registrar / VC
n)	Fee	Dean proposed a revised fee structure - to increase course fee by about 12.5% for the U/G courses. During discussions, it was brought out that we need to maintain a balance between affordability and sustainability. There was no fee increase last year. The matter has been discussed and recommended by the Board of Management	The proposed fee was accepted. The course fee to be increased.	Dean / Executive Registrar / VC

p)	Leadership Skills	The VC mentioned that we wish to develop leadership courses for the students.	The leadership program may be developed	Dean
6	Admin report	Mr. Ashwani Puri, Executive registrar of the university presented the Admin report of the University.		
a)	Marketing	The VC briefed about the various marketing measures adopted by the University to get more students. The visibility of the University to be increased by boards, banners, newspaper articles, conferences, school and college visits, and industry.	All efforts as enumerated may be adopted to improve the visibility of the university.	Dean / Executive Registrar / VC
b)	Summer School	It was suggested that summer classes can be held to promote visibility	Short term summer classes to be developed	Dean / VC
c)	Salary Hike	It was proposed that salary for faculty and staff be reviewed. The proposal for increase of staff salary was presented and discussed.	The salary increase may be provided depending on work, position and performance.	Executive Registrar / VC
d)	Security	The security arrangements at the university were discussed. There have been cases of theft of computers and air conditioners from the university premises.	CCTV cameras to be placed at necessary points.	Executive Registrar
e)	IT & Wi-Fi	The Registrar informed that an IT audit for the University was carried out. It was suggested that we should go for fiber optic cable for better broadband and improved internet connectivity.	Fiber Optic cable to be installed.	Executive Registrar
f)	Career Fair	A career fair can be organised to guide school students for career opportunities in different fields.	Career fair to be organised.	Dean / VC
g)	Alumni Association	The Alumni association be managed to take the help of alumni to promote the university and motivate the students.	Alumni association to be developed.	Executive Registrar
7	Maintenance Report	Maintenance report of the university was presented by the Executive Registrar.		
a)		In addition requirement of maintenance of GC, HPLC, animal cell culture facility and ice machine was presented.	The equipment to be repaired.	Admin / maintenance Officer
b)		One laser of Confocal microscope needs repairs.	Case to be taken up with Govt agencies for support for maintenance of research equipment.	Dean / VC

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| 8 a) | Finance Report | The budget for the financial year 2016-17 was presented by the Executive Registrar | The Budget was approved. | |
| | b) | The balance sheet for the year 2014-15 submitted to the authorities was presented. | The balance sheet was approved. | |
| | c) | The unaudited balance sheet for the FY 2015-16 was presented for information. | The balance sheet to be audited and presented. | Executive Registrar |
| 9 a) | University Development Plans | Executive Registrar briefed about the additional buildup space in second floor and canteen. | | |
| | b) | The proposal of new library, student center, hostel, was presented and discussed. | Draft for new library, student center and hostel for 100 students may be planned. | Executive Registrar |
| 10 a) | Upcoming issues | The upcoming visit of UGC was discussed. | | |
| | b) | The application formalities for NAAC to be completed. | | |
| 11 | Any other issues | There were no further issues. | | |
| 12 | Vote of Thanks | Meeting ended with vote of thanks from the chair | | |



GN Magesan
Vice Chancellor