

**Venue:** MEMG Office, Bangalore

**Chairperson:**

Dr Ramdas M Pai, Chairperson MUJ

**Members:**

Dr Ranjan Pai, MD & CEO, MEMG

Dr Sandeep Sancheti, President MUJ

Shri Rajen Padukone, Group President MEMG

Dr H P Khincha, Advisor IISc Bangalore, Chairman Karnataka Innovation Council, Former VC VTU

Shri Abhay Jain, Advisor MEMG

Dr K. Ramnarayan, Vice President - Faculty Development & Alumni Relations, MU

Shri Sudhakar Rao, IAS (Retd.), Former Chief Secretary –Government of Karnataka

Dr Kumkum Garg, Pro- President & Dean Faculty of Engineering, MUJ

**Ex-officio Secretary:**

Dr Vandana Suhag, Registrar, MUJ

**Invitee:**

Shri V Rangarajan, CFO MEMG

**Leave of Absence:**

Mrs Mira Mehrishi, IAS (Retd) - Full Time Member, CMAC, Vice Chairman, ADMA

Shri Rajendra Prasad Sharma, RAS, Commissioner College Education

Dr B K Sharma, Dean Faculty of Science and R&I, MUJ

The Chairperson welcomed all the members. After confirming the quorum, the agenda was taken up for discussion.

**11 BoM (A) Confirmation of Minutes of 10<sup>th</sup> Meeting of the Board of Management:**

As no comments were received, the Minutes of the 10<sup>th</sup> Meeting of the Board of Management held on September 30, 2015, were confirmed.

**11 BoM (B) Review of Action Taken on Minutes of 10<sup>th</sup> Meeting of the Board of Management:**

The Actions Taken Report on the decisions of 10<sup>th</sup> Meeting of the Board of Management were noted and confirmed with the suggestion regarding Sr. No 10 BoM (D-7) as under: Instead of 'Mandatory Medical Policy', 'Mandatory Medical Checkup' be implemented for the students seeking admission at MUJ.

**11 BoM (C) REPORTING AND RATIFICATION ITEMS**

**11 BoM (C-1) Composition of the Board of Management:**

The Chairperson welcomed Shri Rajen Padukone, Group President MEMG and Mrs Mira Mehrishi, IAS (Retd), Full Time Member, Chief Minister's Advisory Council (CMAC), Government of Rajasthan, as members of the Board of Management MUJ. The Board noted the new composition.

**11 BoM (C-2) Appointments at Senior Positions:**

Appointments made at senior level for smooth functioning of academic and administrative activities, were noted by the Board.

**11 BoM (C-3) Appointment of Head of Department:**

Appointment of Head of Department of Languages was noted by the Board.

**11 BoM (C-4) Renaming of Department of Electrical & Electronics Engineering:**

The Board noted and ratified renaming of Department of Electrical & Electronics Engineering as Department of Electrical Engineering. It will be effective from the academic session 2016-17.

**11 BoM (C-5) Academic Collaborations:**

Efforts made by the University towards academic upliftment, in terms of academic collaborations with reputed national/ international academic institutes / universities, were noted and appreciated by the Board.

**11 BoM (C-6) Status of Faculty / Staff:**

The Board noted availability of 324 full time faculty members and 124 support staff in the University as on December 06, 2015.

**1BoM (C-7) Membership: Association of Indian University (AIU):**

The Board noted the submission of University's application for membership of Association of Indian University (AIU).

**11BoM (C-8) Establishment of Siemens Centre of Excellence at MUJ:**

The Board noted the establishment of Siemens Centre of Excellence, the first of its kind in Rajasthan, under the initiative of Department of Electrical & Electronics Engineering.

**11BoM (C-9) Visit of Expert Team of Institute of Town Planners of India (ITPI):**

The Board noted the visit of Institute of Town Planners of India (ITPL) experts to MUJ for grant of approval for affiliation of its 4 year B Plan programme.

**11 BoM (C-10) Conduction of 13<sup>th</sup> Meeting of the Academic Council:**

The conduction of the 13<sup>th</sup> Meeting of the Academic Council of the University was noted. The Board noted the Minutes of Meeting & was informed that the relevant important points emanating from recommendations will be taken up separately as agenda.

**11 BoM (C-11) UGC Guidelines on Uniform Span Period to Qualify for a Degree:**

The Board noted and ratified the adoption of guidelines made by UGC on Uniform Span Period to qualify for a degree. The Board was informed that UGC's guidelines on Uniform Span Period to qualify for a degree is prospective in nature.

**11BoM (C-12) Faculty Development Programme:**

The Board noted the conduction of Faculty Development programme during November 16-18, 2015.

The Board was informed that the programme was very well received and two more such programmes would be organized shortly.

The Board emphasized that all faculty members should get equal opportunity to participate in such kind of programmes.

**11BoM (C-13) Admission Initiatives:**

The Board noted the initiatives taken by the Admission Section in terms of School/College Connect Programmes, e-marketing initiatives and conduction of various career counseling sessions.

**11 BoM (C-14) Admissions 2016:**

The Board noted the proposed intake of 2891 students for 2016-17 academic session of the University.

**11 BoM (C-15) Circular Resolution for Additional Funding:**

The Circular Resolution, passed for urgent finance requirement of Rs 2 crores, was noted and ratified by the Board. The Board also noted that the aforesaid amount was spent out of MUJ's internal sources, which will be supported by additional working capital facility from the Bank.

**11 BoM (C-16) A Tripartite Memorandum of Understanding (MoU):**

The Board noted and ratified the signing of MoU between of Ministry of Urban Development & Housing (UDH), Govt. of Rajasthan and MUJ & Manipal Integrated Services Pvt. Ltd (MIS) as part of "Resurgent Rajasthan Partnership Summit".

The Board suggested the President, MUJ to approach some of the senior members of UDH and take an initiative to conduct a meeting with them at MUJ campus.

**11 BoM (C-17) Updates on Training & Placement:**

Updates on training & placement were placed before the Board in a brief. The Board noted and appreciated the efforts made for improving status of training & placement. The Board suggested that percentage of placement be calculated on basis of eligible students for the placement drive.

**11 BoM (C-18) Salient University Updates:**

Updates on University activities in different domains were noted and lauded by the Board. The Board also suggested that some renowned personalities of different domains continued to be invited to visit the University campus and interact with the students.

**11 BoM (C-19) UGC Report:**

The Board noted UGC's response through which the University has been asked to apply afresh in the prescribed format. The UGC team may inspect the University after two years from the date of earlier visit. The Board suggested that the application so filled may be validated by one of the senior persons from other Group Universities / Institutions.

**11 BoM (C-20) Inauguration of New Auditorium:**

The Board noted inauguration of University's New Auditorium with state of the art facilities. The Board suggested to place one trained person for better handling of the equipment in the auditorium.

**11 BoM (C-21) Rotation of Faculty across Manipal Education System:**

The Board noted the scheme of faculty rotation across Manipal Education System (MES) as approved by the Manipal Education System Vice Chancellors' Council (MESVCC). The Board also noted that a number of faculty members from other Group Universities / Institutions have already served at MUJ under this scheme.

**11 BoM (C-22) Gold Medal Award:**

The Board noted the constitution of an internal committee for framing a policy to institute more number of medals for the students.

**11 BoM (C-23) Introduction of New Programmes:**

The Board noted the introduction of a new multidisciplinary Post Graduate programme namely M Sc in Material Science, under Faculty of Science, and BA (Hons) Philosophy under Faculty of Arts & Law. Both these programmes will be offered from Academic Session 2016-17.

**11 BoM (C-24) External Research Funding:**

The Board noted the updated status of project proposals submitted by faculty members for external funding from various agencies.

**11 BoM (D) ITEMS FOR DISCUSSION AND DECISION****11BoM (D-1) Policy for Utilization of Endowment Fund:**

The Board deliberated on the best possible ways for proper and optimum utilization of Endowment Fund and suggested the followings:

- a. The fund should be utilized such that the University make an impact in the academic domain.
- b. Improvement of Academic Quality be prioritized.
- c. The fund should not be utilized in infrastructure development / equipment purchase.
- d. Two or three core areas be identified for proper utilization of the fund.

Since the first phase of the fund would be released in the month of March, 2016, the Board suggested that a detailed proposal in this regard be placed during next Meeting of the Board of Management for approval.

**11BoM (D-2) Creation of Position of Associate Dean for Faculty of Engineering:**

Keeping in view the expansion of Faculty of Engineering in terms of students' strength, number of programmes and other academic activities, the Board approved the proposal to create the position of Associate Dean for Faculty of Engineering.

**11BoM (D-3) Creation of Position of Legal Officer:**

Considering the importance of constant monitoring and handling of all legal related issues of the University, the Board approved the proposal to create the post of a full time Legal Officer of the University. The Board suggested that the Legal Officer shall deal with all legal matters and also handle all statutory compliances of the University. The position of the Legal Officer would be equivalent to that of an Associate Professor.

**11BoM (D-4) Policy for Financial Support for Students Participating in Conferences / Seminars / Workshops:**

On the recommendation made by the Academic Council in its 13<sup>th</sup> Meeting, the Board approved the proposal of providing financial support to UG / PG / Ph D Scholars of the University for participating in National / International Conferences / Seminars / Workshops / Recognized Competitions. The Board opined that it will help to promote / encourage research activities and innovation among students.

**11BoM (D-5) Proposal for Establishment of Office of MUJ at Jaipur City:**

After a detailed deliberations, keeping in view the admission prospects, the Board approved in principle, the proposal for establishment of Office of MUJ at Jaipur city. The Board also suggested that a detailed proposal be made and submitted.

The Board delegated President MUJ to look into the matter in consultation with Shri Abhay Jain and identify the place for the city office. Visit of potential sites before taking any appropriate decision was also suggested by the Board.

**11BoM (D-6) Refund of Tuition Fees to the Family of Deceased Student:**

The Board expressed deep condolences to the family members of the deceased student, Mr Utkarsh Shubham, 2<sup>nd</sup> year B Tech Civil Engineering, who lost his life in an unfortunate road accident. The Board approved the proposal of refund of full tuition fees amounting to Rs.2, 30,000/- (Two Lac thirty thousand only) of second year to the family of the deceased student. The Board also opined that in such cases, refund be made instantly on humanitarian grounds.

**11BoM (D-7) Optimal Use of Space at Dispensary Premises:**

Considering the importance of conducting Corporate Social Responsibility (CSR) activities, the Board approved that half of the space of the dispensary, just outside the University, be utilized for conduction of coaching classes for exams like CAT, GATE etc. for the university's students. The Board further suggested that the dispensary should be kept functional by utilizing the other half portion of this space.

**11 BoM (D-8) Proposal for New Scholarships:**

To encourage students with excellent academic back ground, the Board approved the recommendation of the Academic Council regarding introduction of some new scholarships and revision of some existing scholarships. These will be implemented from Academic Session 2016-17.

**11 BoM (D-9) Policy for Admission of Students under Sports Quota:**

To boost the sports activities of the University and popularize brand MUJ, the Board approved the proposal of implementation of sports quota / policy for students' admission. The Board emphasized that under this policy, a state champion would also be considered along with Inter-University/ National / International champion.

**11 BoM (D-10) Formal MoU between Group Institutions:**

Considering the recommendation made by MESVCC in its 10<sup>th</sup> Meeting, the Board approved the proposal of signing a formal MoU between Group Institutions to undertake any joint activity in academic / research domain. The Board suggested that all such draft MoUs be verified by CFO, MEMG in advance and his insights must be incorporated.

**11 BoM (D-11) Sharing of Expenses of Consultants between MUJ & MIS:**

Considering utilization of shared service of three consultants by both MUJ and MIS on important issues concerning infrastructure, Government related matters, liaison with regulatory bodies and other such issues, the Board decided that the two entities, namely MUJ and MIS, share the expenditure equally incurred on salaries and other incidental expenses.



**11 BoM (D-12) Salary Revision for Non-Teaching Staff:**

Keeping in view the inputs of CHRO MaGE, the Board approved in principle, the proposal of salary revision for Non-Teaching staff of the University. The Board suggested that a detailed proposal be worked out and implemented accordingly.

**11 BoM (D-13) Tenure of Board of Studies (BoS):**

It was brought to the notice of the Board that the term of the members of the BoS is not specified in the prevailing Act and Statutes of Manipal University Jaipur. Considering the recommendation of the Academic Council, the Board opined that the tenure of the Members of the Board of Studies be fixed for three years. The Board further suggested that the same be included in the Ordinances of the University.

**11BoM (E) ANY OTHER MATTER WITH PERMISSION OF THE CHAIR:****11 BoM (E-1) Medical Coverage for the Students under GTLI & GPA:**

After detailed deliberations on implementation of medical insurance for students, the Board suggested that more clarity be brought in the proposal for further consideration of the Board.

**11 BoM (E-2) Legal Updates:**

The Board noted all the updates on pending legal issues of MUJ. The Board also suggested that the compliance report be placed in every Board Meeting.

**There being no other agenda, the meeting ended with a vote of thanks to the Chair.**

**Chairperson MUJ**