

Venue: 5th Floor Board Room, Administrative Building

Chairperson:

Dr Ramdas M Pai, Chairperson, MUJ

Members Present:

Dr Ranjan Pai, MD & CEO, MEMG

Dr Sandeep Sancheti, President, MUJ

Shri Rajen Padukone, Group President, MEMG

Shri Anoop Khinchi, IAS, Commissioner College Education, Govt. of Rajasthan

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

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

Dr K Garg, Pro- President, MUJ

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

Member Secretary:

Dr Vandana Suhag, Registrar, MUJ

Invitee:

Shri V Rangarajan, CFO, MEMG

Leave of Absence Granted to:

Shri Abhay Jain, Advisor, MEMG

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

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

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



12 BoM (A) Confirmation of Minutes of 11th Meeting of the Board of Management:

As no comments were received, the Minutes of the 11th Meeting of the Board of Management held on December 11, 2015 were confirmed.

12 BoM (B) Review of Action Taken on Minutes of 11th Meeting of the Board of Management:

The Actions Taken Report on the decisions of 11th Meeting of the Board of Management were noted and confirmed.

12 BoM (C) REPORTING AND RATIFICATION ITEMS

12 BoM (C-1) Update on University's Major Activities:

University's activities towards excellence in different domains were noted and appreciated by the Board.

12 BoM (C-2) Extension of Tenure:

The Board noted the extension of one term of 3 years for the following members who completed their tenure.

- i. Dr Ranjan Pai, MD & CEO, MEMG
- ii. Dr K. Ramnarayan, Vice President, Faculty Development & Alumni Relations, MU

The Board also noted the Extension of Tenure of following the Senior Administrative Appointments of the University.

- i. Prof Sandeep Sancheti, President, MUJ
- ii. Prof Vandana Suhag, Registrar, MUJ

12 BoM (C-3) Appointment at Senior Positions:

For smooth functioning of academic and administrative activities, the appointments at senior level were noted by the Board.

12 BoM (C-4) Faculty Status:

The Board noted availability of 336 full time faculty members in the University as on April 01, 2016.



12 BoM (C-5) Faculty Recruitment for Academic Year 2016-17:

The process initiated for faculty recruitment for academic year 2016-17 was noted by the Board. 110 additional faculty members are planned to be recruited through this drive by June 2016.

12 BoM (C-6) Study Leave to pursue Ph D:

The Board noted the grant of leave-off-pay to Mr Rishi Chaudhary, Assistant Professor, Dept of Mechanical Engineering, for two years, to undertake his Ph.D. Programme at Dublin Institute of Technology, Ireland.

12 BoM (C-7) SMILE Program- II:

MUJ's participation in SMILE - II was noted by the Board. 10 faculty members have been selected from diverse domains for attending this leadership development programme.

12 BoM (C-8) Short Term Courses / Projects during summer for Group Institutions:

Offering twelve short term theory courses and six projects by the University during summer 2016, to the students of other Manipal Group Institutions was noted by the Board.

12 BoM (C-9) UGC Update:

The update pertaining to the University's application submitted to UGC and subsequent action by commission was noted by the Board. The Board suggested that required efforts be done at the appropriate level for accelerating the process of visit.

12 BoM (C-10) Update on Research Projects:

The research funding received by the faculty members from external agencies was noted and appreciated by the Board.

12 BoM (C-11) Academic Collaborations:

Efforts made by the University towards academic reforms in terms of academic collaborations with national / international academic institutes / universities, was noted and lauded by the Board.



12BoM (C-12) 14th Meeting of the Academic Council:

The Board noted the Minutes of 14th Meeting of Academic Council held on March 18, 2016 and considered some of the important points emanating from the same to be taken during the meeting as separate agenda.

BoM (C-13) Meetings of Research Innovation & Promotion Committee:

The Board noted the minutes of 3rd and 4th Meetings of Research Innovation & Promotion Committee of the University, held on December 16, 2015 and March 16, 2016 respectively.

12 BoM (C-14) 12th Meeting of University Research Committee (URC):

12th Meeting of URC was conducted on March 14, 2016. The Board noted the minutes of the meeting.

12 BoM (C-15) 2nd Meeting of Academic Advisory Board:

The Board noted the conduct of 2nd Meeting of Academic Advisory Board, held on February 19, 2016. The Board further acknowledged and appreciated the presence of senior eminent educators on Academic Advisory Board.

12 BoM (C-16) Membership of Association of Indian Universities:

The Board noted the grant of membership of Association of Indian Universities (AIU) since Academic year 2015-16.

12 BoM (C-17) National Institutional Ranking Framework (NIRF):

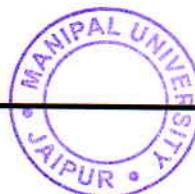
Uploading the required data on NIRF portal (a MHRD initiative) by the University was noted by the Board. The ranking received by some of the Group Institutions through this initiative was appreciated.

12 BoM (C-18) Awards & Recognitions:

The laurels received by the University in different domains till date were noted and appreciated by the Board.

12 BoM (C-19) Land Registration:

The Board was apprised about the cost incurred for registration and procurement of two triangular portions of land on the Hostel side. Registration of the same also was noted by the Board.



12 BoM (C-20) Policy Guidelines on Plagiarism:

The Board noted the approval by Academic Council of Policy guidelines on Plagiarism by Academic Council in its 14th meeting.

12 BoM (C-21) Resolutions:

The following resolutions were noted by the Board.

- a) The Circular Resolution, for execution of mortgage documents in connection with security creation for the sanctioned loan of Rs 345 crores including the refinancing of Rs 195 crores from IDFC Bank and IDFC IDF,
- b) For opening of current account with IDFC Bank Limited at Mumbai Branch in the name of Manipal University Jaipur
- c) For closure of the current account in the name of Manipal University Jaipur in State Bank of India, Overseas Branch, Bengaluru and closure of the current account in the name of Manipal University Jaipur in Yes Bank Ltd., Kasturba Road Branch, Bengaluru.

12 BoM (C-22) Infrastructure Update:

The details of completed and ongoing projects related to infrastructure development till date were noted by the Board.

12 BoM (C-23) Introduction of New Programmes:

The Board noted and ratified introduction of B Sc (H) programme in Microbiology with intake of 20 seats and M Tech programme in Product Design with intake of 18 seats. The programmes will be offered from Academic Session 2016-17.

12 BoM (C-24) Creation of Department of Arts:

To streamline academic and administrative functions, a Department of Arts, comprising of Philosophy, Physical Education and Political Science under School of Humanities and Social Sciences, was created. The Board noted and ratified the same. It was informed that in future, programmes on Sociology, Geography will be started by this department.

12 BoM (C-25) Update on Compliances:

The Board noted and ratified the update on compliances of the University.

12 BoM (C-26) Transfer from NRI to General Quota:

Transfer of Mr Vishwajeet Tewari (Registration no. 139105003), a student of B Tech CSE (2nd year) from NRI quota to General quota, on humanitarian grounds was ratified by the Board. The Board emphasized that this may be treated as special case and not to be referred as precedence.

12 BoM (C-27) Revised Designation of Library Staff:

Revised designations of the University Library staff were noted by the Board. The revision was done in line with existing UGC & State / Central University norms.

12 BoM (D) ITEMS FOR DISCUSSION AND DECISION

12BoM (D-1) Consideration of Recommendations of 11th Meeting of the Finance Committee:

The Board noted and approved the recommendations of 11th Meeting of the Finance Committee.

12 BoM (D-2) Approval for New Template for Degree Certificate:

The Board approved the proposed degree template. The Board noted further that the words 'Vice Chancellor / President' and the sentence below it, will be not part of the degree template as these will be laser printed with the rest of the content. The approved template will be conferred in the 3rd convocation of the University.

12 BoM (D-3) Award of Additional Gold Medals:

The Board approved the proposal of institution of additional Gold Medal awards for eligible students. These awards will be conferred in the next convocation of the University. However, the number of additional Gold Medal awards may vary on the basis of number of eligible students (meeting specified benchmarks).

12 BoM (D-4) Endowment Fund Policy:

The Board deliberated on the draft policy of Utilization of Endowment Fund and suggested the following:



- In general, the fund should not be used for infrastructure development / equipment purchase
- More emphasis should be given on improvement of Pedagogy, Faculty Development, Research and Student Scholarships etc.
- Vision for utilization of the fund for next five years should be planned.

Advisor Corporates Affairs MEMG, Group President, MEMG and President MUJ were requested to devise and finalize a plan for Utilization of Endowment Fund.

12 BoM (D-5) Creation of the Post of Visiting Chair:

To increase the academic and research activities in the University, the Board approved the proposal of creation of Visiting Chairs for distinguished faculty members. It was decided that in one academic year, six such Visiting Chair positions will be made available across all the disciplines, for varying durations.

12BoM (D-6) Creation of New Administrative Positions:

- a) The Board suggested that job descriptions, for the following new administrative position, be prepared in consultation with Group President, MEMG and CHRO, MEMG :-
 - Deputy Registrar (Evaluation)
 - Estate Officer
 - Deputy Manager (Finance)
 - Deputy Manager (HR)
- b) The Board approved the creation of the post of Training & Placement Officer. It also approved the proposal of re-designation of the post of 'Head T &P' to 'Director T&P'.
- c) The Board suggested that the Legal Officer shall deal with all legal matters and also handle all statutory compliances of the University.

12 BoM (D-7) Organogram:

The Board approved the Organogram of the University as placed.



12 BoM (D-8) Special / Extra Ordinary Academic Leave under Quality Improvement

Programme:

To encourage the faculty members for acquiring higher studies / research work, the Board approved the special academic leave (without pay) under Quality Improvement Programme / Other such equivalent Schemes. It was decided that, at any given point of time, only 5% of the total faculty members (Associate Professors / Assistant Professors only) be allowed to avail the leave for the period up to three years for Ph D Programme and up to one or two years for Post-Doctoral Programme.

12 BoM (D-9) Revised Template for Performance Management System (PMS):

Keeping in view the feedback received from different stakeholders on the existing PMS template, an in-principle approval was given by the Board to revise the template. The Board requested Group President, MEMG; CHRO, MEMG and concerned officials of the University to finalize the template. This revised version will be applicable from next academic year (2016-17) onwards.

12 BoM (D-10) Service Rules of the Employees:

In principle approval to revise existing service rules of the employees was granted by the Board. The proposed version will help in streamlining the process dealing with indisciplinary matters pertaining to employees of the University

The Board suggested that it should be undertaken with due consultation of CHRO, MEMG.

12 BoM (D-11) Consideration of Enquiry Committee Report:

After the detailed deliberation, the Board empowered the President to take the final decision as per the University's norms and policy guidelines.

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




Chairperson, MUJ