

Minutes of the 6th Meeting of the Board of Management of Manipal University Jaipur, held on 18th September 2013, at 9:30 AM in Board Room, 4th Floor, University Building, MU, Manipal.

The following members were present:

1. Dr. Ramdas M Pai : Chairperson
2. Prof.(Dr.) Sandeep Sancheti : Member
President MUJ
3. Mr. Abhay Jain : Member
Advisor MEMG
4. Dr. Ranjan Pai : Member
CEO & MD, MEMG Intl. India Pvt. Ltd.
5. Mr. Sudhakar Rao : Member
IAS (Retd), Advisor MEMG
6. Prof.(Dr.) K. Garg : Member
Dean FOE MUJ
7. Prof.(Dr.) N. K. Garg : Member
Director (SA&D)
8. Dr. AK Choudhary : Ex-Officio Secretary
Registrar MUJ

Invitees:

1. Dr. H. S. Ballal, Pro Chancellor MU
2. Mr. T. V. Mohandas Pai, Advisor MEMG
3. Mr. Jairaj K. IAS (Retd.) Advisor MEMG
4. Mr. V. Rangarajan, CFO MEMG
5. Dr. Akhilesh Kumar, Dean FOM MUJ

The following members were granted leave of absence:

1. Hon'ble Justice, S Rajendra Babu, Chief Justice of India (Retd)
2. Dr. H. P. Khincha, Advisor MEMG
3. Mr. M. L. Mehta, IAS (Retd.) Ex. Chief Secretary, Govt. of Rajasthan
4. Mr. Naveen Jain, IAS, Commissioner College Education, GoR

The Chairperson extended a warm welcome and thanked the members for sparing their valuable time to attend the meeting. Thereafter, the President apprised the members about the progress made by the University since the last meeting of the Board of Management. This included transport facility to local students; shifting of various academic and administrative offices to new Admin Building; shifting of senior students to new hostels; initiatives taken to provide ATM and other support facilities.

He informed about the AMS initiatives by the University; Publication of quarterly MUJ Newsletter; organising visits to University by experts & dignitaries of the team of Raj. State Planning Board; establishing link with State Commission for Urbanization, State Planning Board, UGC, AICTE initiatives regarding framing of new academic regulations, Ph.D framework and special policy for local students; starting of MSc. by Research and introducing new programmes of B.Des and B.Plan were also brought to the attention of members.

He also informed about submission of research projects for funding from external agencies; organization and participation of faculty in international/national conferences; allocation of 20 lakhs for internal research promotion; establishment of training & placement cell; proposal for evolving new admission policy at group level (engineering admissions); proposal for appointment of key personnel (CoE, Student Counsellor, etc.); refining of academic structure and streamlining of purchase systems and procedures.

After confirming the quorum for the meeting, the Agenda was taken up for discussion.

6BOM (A) Confirmation of the Minutes of the Fifth BOM meeting held on 8th April 2013

Dr. NK Garg, Director SA&D, mentioned about the issue regarding appointment of the Dean, Faculty of Design. The President suggested that this can be taken up as a special item under “any other item” for discussion. Thereafter, the rest of the Minutes of the Fifth BOM meeting were confirmed, since no comments were received on the same.

6BOM (B) Report on the action taken on the decisions of the Fifth BOM meeting

The report on the action taken on the decision of Fifth BOM meeting was noted, as described in the Agenda notes.

6BOM (C) Reporting and Ratification

6BOM (C-1) Change in the composition of the member of the Finance Committee

It was informed that there is a change in the composition of Finance Committee, as the new CF&AO joined on 12th August 2013. The new composition is given as under:

1. Dr. Ramdas M Pai : Chairperson
2. Dr. Sandeep Sancheti, President : Member
3. Dr. Kumkum Garg, Dean FOE : Member
4. Mr. Sudhakar Rao, Advisor MEMG : Member
5. Mr. C. V. Rangarajan, CFO MEMG : Member
6. Dr. A. K. Choudhary, Registrar : Member
7. Mr. Sujiban Ghosh, CF&AO : Ex-Officio Secretary

The matter was noted and ratified by the Board of Management.

6BOM (C-2) Appointment of Dean FOM, Dean FOS and CF&AO

- a. **Dr. Akhilesh Kumar**, Former Vice Chancellor, Career Point University, Kota, Rajasthan joined as Dean, Faculty of Management, on 22nd July 2013.
- b. **Dr. BK Sharma**, Former Dean Faculty of Science, University of Rajasthan, joined as Dean, Faculty of Science, on 1st August 2013.
- c. **Mr. Sujiban Ghosh**, Former Head Finance, MEMG Pvt. Ltd, Nepal joined as Chief Finance & Accounts Officer, on 12th August 2013.

The above were noted and ratified by the Board.

6BOM (C- 3) Vesting of movable and immovable property in the name of the University

In response to Letter no. F.3 (1) Edu-4/2013 Jaipur, dated 03.06.2013, regarding vesting of movable and immovable property in the name of University as per the provision under section 3 (2) of the University Act, as specified in the schedule – 1, the University, vide its letter no. MUJ/GOVT./2013 Jaipur dated 19.08.2013, informed the Joint Secretary, Hr. Education Department, Govt. of Rajasthan, Jaipur that the same have been vested in the name of the University.

The matter was noted and ratified by the Board of Management.

6BOM (C-4) Modification in student intake in various programmes

In view of the non-availability of hostel accommodation, few changes in the student intake in the certain programme were made.

The matter was noted and ratified with a suggestion to focus more on Engineering/ Management/Architecture/ Design programs and also introduce programs in Vocational education at undergraduate and diploma level. It was also suggested to introduce diploma / certificate courses for the present students pursuing various undergraduate and postgraduate programmes, along with their regular courses, from the next academic session.

6BOM (C-5) Minutes of 6th Academic Council Meeting held on 26th August, 2013

The Board noted and approved the Minutes of 6th Academic Council Meeting held on 26th August, 2013.

6BOM (C-6) Update on progress of construction of main campus

The status of construction of University buildings, as communicated by Mr. Ravindra Mohan, MEMG by e-mail dated 31.08.2013, was presented before the Board of Management for information.

After discussion on potential future requirements the relevant matters were noted and ratified by the Board.

6BOM (C-7) Update on University activities

(a) New admissions

The update on new admissions for the Academic Session 2013-14 was presented before the Board. The President informed the members regarding practical difficulties faced due to the present system of sliding in Joint Counselling for engineering which is a slow and time-consuming process, and for that reason, the waitlisted students move out of the system and take admission somewhere else during this period. He also informed that in spite of having a huge wait-listing of students for MUJ; the University could not fill all the seats due to inefficient process.

The matter was noted by the Board of Management with a suggestion to discuss this issue at the next MESVCC meeting and evolve a common admission policy more suitable to all Universities.

(b) Faculty composition

The Faculty composition as on 30.08.2013 was presented before the Board. The President also informed that in view of new admission of students in various academic programmes, over 70 new appointments were made. He also informed that Deans for Faculty of Management & Faculty of Science and HODs in various departments were appointed to strengthen the academic functioning of the University.

The matter was noted and ratified by the Board.

(c) Department wise Ph.D. registrations

The details of Ph.D. registrations and total no. of Research Scholars as on 03.09.2013, were presented to the Board.

It was noted and ratified by the Board.

(d) University Library

(1) Details of total no. of titles & volumes of books available in the University Library as on 3.8.2013 were presented before the Board. The Registrar also informed that Purchase Orders have been issued to vendors for supply of additional no. of titles and volumes of books; and the books are being supplied accordingly.

The matter was noted and ratified by the Board.

(e) International Programmes at MUJ

Information regarding collaborations with **<n+i>**, group of frontline 70 plus French Universities for Science Engineering Programmes; UCOL (Universal College of Learning), New Zealand for B. Des (Fashion Design) programme; IAESTE (International Association for Exchange of Students for Technical Experience), CIMA (Chartered Institute of Management Accountants), UK to connect our B.Com & BBA students with the world's largest professional body of management accountants and United States – India Educational Fulbright (USIEF) for approximately 100 fellowships for the academic year starting September 2014, were presented before the Board of Management.

The matter was noted and ratified by the Board.

(f) Faculty participation in Seminars and Conferences

As a part of the self-development scheme, faculty from the various academic disciplines and branches participated in various Seminars & Conferences during April to August, 2013.

The matter was noted and ratified by the Board.

6BOM (C-8) Shifting of Faculty of Design, TAPMI School of Business, HR, Finance and Admission Offices in New Admin Block

The Faculty of Design, HR, Finance and Admission Office and the TAPMI School of Business were shifted to the New Academic Block in August/September 2013.

The matter was noted and ratified by the Board of Management.

6BOM (C-9) Update on Regulatory compliances

(a) UGC Inspection

The Proforma for submission of Information by Private Universities for ascertaining their norms and standards was submitted to the Secretary, University Grants Commission on 5th Dec. 2012 and the same was received on 10th Dec. 2012 in UGC office. Subsequently, another set of Proforma, along with Annexures was submitted to UGC office on 25th March 2013 and one complete set was sent to Mr. Rastogi for follow-up action with U.G.C. Mr. Rastogi has informed that the UGC has initiated the process of constitution of the expert committee for the inspection of the University and the same will be informed soon to initiate the arrangements / preparations for the inspection.

(b) Ordinances

The modified Draft Ordinances Volume – I, incorporating modifications / amendments as per the observations of the State Govt., vide Letter no. F.3(28) Edu. 4/2012 Jaipur, dated 18.02.2013, after its approval in the 6th Academic Council Meeting held on 26.08.2013, was submitted to the State Govt. for perusal and the approval.

The above was noted and ratified by the Board.

6BOM (C-10) Resolution of BOM (by circulation) for taking Laptop loan from HPFS

The Registrar informed that the University has entered into arrangement with Hewlett-Packard Financial Services (India) Pvt. Ltd., for provision of loans by HPFS to the University, for the acquisition of financed items in terms of the draft agreements placed before the Board and initialled by the Chairman for identification purposes.

The above was noted and ratified by the Board.

6BOM (C-11) Resolution passed by the Board of Management of Manipal University Jaipur by Circulation on 6th September, 2013

The Registrar informed that a Resolution was passed by the Board of Management of Manipal University Jaipur by Circulation on 6th September, 2013 regarding Mr. Sujiban Ghosh, Chief Financial Accounts Officer (CF&AO) as Authorised Signatory to sign all the financial documents and all types of bank transactions (including term loan and overdraft) with YES Bank Ltd & State Bank of India pertaining to the Manipal University Jaipur.

The Board of Management noted and ratified the resolution.

6BOM (C-12) MOU signed for academic collaboration with Foreign Universities

In furtherance of mutual interests in education and research, and as a contribution to promoting increased international cooperation, MUJ has signed MOU for academic collaboration with various Foreign Universities.

The Board of Management noted and suggested that the MOUs with concerned Foreign Universities may be formalised.

6BOM (D) Items for Discussion and decision

6BOM (D-1) Consideration of recommendations of Finance Committee

The Budget for the financial year 2013-14, approved by the Finance Committee was put up for information.

The Board of Management ratified the modified budget for the financial year 2013-14.

6BOM (D-2) Proposal for establishing Education Enhancement Department (EED)

The Registrar presented the proposal for establishing an Education Enhancement Department (EED) as suggested by Dr Ranjan Pai, CEO MEMG, during the inaugural meeting of MESVCC, where students requiring guidance on bettering their performance may be counselled by experts.

The Board approved the proposal and authorised the President to do the needful regarding its constitution and appointment of members.

6BOM (D-3) Proposal for Dr. TMA Pai Endowment Chairs in MUJ

The matter was discussed and the Board suggested that the present 20 nos. of Dr. TMA Pai Endowment Chairs may be increased to 25 nos. and be kept open to anybody for submission of proposal for consideration and approval. Dr. Ranjan Pai suggested that the no. of Chairs may be kept open without a ceiling. It was also suggested that all the Vice Chancellors of the respective Universities under Manipal Group be made members of the selection committee and requested Dr. H.S. Ballal, Pro Chancellor MU and Dr. K. Ramnarayan, Vice Chancellor MU to do the needful.

The Board approved the above proposal.

6BOM (D-4) Proposal for establishment of a Centre of Excellence for Built Environment under Faculty of Design

The proposal for establishment of a Centre of Excellence for Built Environment under Faculty of Design, to create a platform for interdisciplinary research in Architecture, Planning Civil Engineering and other allied areas of built environment, was discussed by members and it was decided to authorise the President to do the needful.

The Board approved the above proposal.

5. Any other matter with the permission of the Chair

5.1 Constitution of Advisory Committee

The President informed the members that in the 5th BOM Meeting, the proposal for formation of an advisory committee consisting of distinguished academicians and educationists from different universities and Institutions of national importance, for guidance and suggestions regarding offering of various innovating academic programs, research and development initiatives, etc. was approved, and accordingly, he discussed a suggestive list of few names of eminent academicians, educationists and scientists for consideration of the Board.

The Board considered and approved the proposal and authorised the President to do the needful.

5.2 Proposal for Formation of Student Council

The proposal for formation of a student council at the University level for creative involvement of students in different academic and extra- curricular activities was discussed and members suggested that a few bright students with distinguished academic background from the respective branches / departments may be selected as representatives to form student council at the University level.

The Board considered and approved the proposal and authorised the President to do the needful.

5.3 Framing of withdrawal rules

The President informed that the during the second and third semester, no. of students opt for withdrawal of admissions, which causes huge financial loss to the University. In view of this, a detailed and comprehensive Withdrawal Rules need to be framed before the commencement of new academic session 2014-15.

The Board considered the agenda and suggested that this issue may be discussed in the next admission committee meeting.

5.4 Proposal for starting specialised sports related courses by the University

The members suggested that the University may explore the possibility of starting highly specialised sports related courses in conformity with international norms and standards, as applicable for the specified sports activities.

The Board considered the proposal and suggested that the University may explore such possibilities in consultation with specialised agencies.

5.5 Transferring / handing over of Jewellery Design laboratory equipments of MU Manipal to MUJ

The Director SA&D MUJ, requested members that since the Jewellery Design course has been closed at **Manipal University**, the laboratory equipments available with MU Manipal may be transferred / handed over to Faculty of Design, MUJ after discussions with the Vice Chancellor, MU Manipal.

The Board considered the proposal and suggested that the Director School of Architecture and Design, MUJ, may work out the modalities for transferring of the equipment of Jewellery Design Laboratory at MU, Manipal in consultation with the Vice Chancellor, MU.

5.6 Proposal for an auditorium with 500 capacity at MUJ

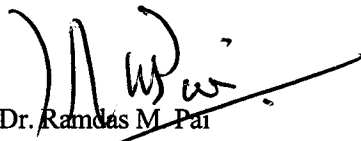
The President informed the members that since the academic activities of the University has increased manifold over the last two years, it is urgently required to have a facility for accommodating at least 500 students / persons to sit together at one place to attend seminars / conferences/ workshops/ invited lecture series or organising cultural, technical festivals and other events, from time to time. He also requested that the project team may identify the required space for creating 500 seating capacity big hall / small auditorium in the ground floor of new admin building on priority basis.

The Board considered the proposal and suggested that the University may explore such possibilities in consultation with the Project Head of the University at Jaipur.

5.7 Appointment of the Dean, Faculty of Design

In view of the growth of School of Architecture & Design under Faculty of Design, it was discussed and decided to appoint a Dean, Faculty of Design, MUJ.

The Meeting ended with a vote of thanks to the Chair.



Dr. Ramdas M. Pai
Chairman