

7th Board of Management

Minutes of Meeting

Venue: Board Room, 3rd Floor, 1C Admin Building, MUJ

Chairman: - Dr Ramdas M Pai, Chairperson, MUJ

Members Present:

1. Dr Ranjan Pai, CEO & MD, MEMG Intl. India Pvt. Ltd
2. Prof Sandeep Sancheti, President MUJ
3. Hon'ble Justice S Rajendra Babu, Former Chief Justice of India
4. Dr H P Khincha, Former Chairman Electrical Science Wing, IIS, Bangalore
5. Shri Abhay Jain, Advisor MEMG
6. Shri Sudhakar Rao, IAS (Retd), Former Chief Secretary Govt. of Karnataka
7. Prof K Ramnarayan, Vice Chancellor, MU
8. Shri M L Mehta, IAS (Retd), Former Chief Secretary, Govt of Rajasthan
9. Prof Kumkum Garg, Dean FOE, MUJ
10. Prof N K Garg, Dean FoD, MUJ
11. Prof Vandana Suhag, Registrar, MUJ (Member Secretary)

Invitees Present:

1. Shri T V Mohandas Pai, Advisor MEMG
2. Shri Jairaj K, IAS (Retd)-Advisor MEMG
3. Shri CV Rangarajan, CFO MEMG
4. Shri Vaitheeswaran S, MD & CEO, MaGE
5. Prof(Dr) B K Sharma, Dean FoS, MUJ
6. Shri D B Gupta, IAS, Secretary UDH, Govt. of Rajasthan
7. Shri Vivek Kumar, Head Product &Marketing, MaGE
8. Shri Sujiban Ghosh ,CF&AO, MUJ

Member granted leave of absence:

Shri Samir Singh Chandel, IAS, Commissioner College Education, Govt of Rajasthan



The President, MUJ extended a warm welcome to the Chairman, all members and invitees present during the meeting. After confirming the quorum for the meeting, the Agenda was taken up for discussion.

The various points discussed and decisions taken during the meeting are as follows:-

7 BOM (A) Confirmation of Minutes:

The Minutes of Meeting of 6th Board of Management held on 18th September were circulated. Since no comments were received the Board confirmed the minutes.

7BOM (B) Review of action taken on decisions during 6th BOM Meeting:

The Board reviewed and noted the actions taken on the decisions of 6th BoM meeting.

In addition, the members were informed that a common admission policy was discussed in a meeting at Manipal on 4th March 2014 with the Admission Committee, to fine tune and modify the counseling process. Certain issues common to all Universities/ Campuses of the Manipal Group are still in the process of finalization.

The Members also advised that the recommendations of the Committee for Framing the Withdrawal Rules be reported in the next meeting.

7BOM (C) Reporting and ratification Items

7BOM (C-1) Change in the composition of the Board of Management:

The Board ratified the changed composition and thanked the outgoing members Shri Naveen Kumar Jain, IAS, Commissioner, College Education, Govt. of Rajasthan and Dr A K Choudhary, Registrar, MUJ for their contribution 7th Board also welcomed the new incumbents, Shri Samir Singh Chandel, IAS Commissioner, College Education, Govt. of Rajasthan and Dr Vandana Suhag, Registrar, MUJ as member & Ex-Officio Secretary, respectively to the Board.

7BOM (C-2) Change in the Composition of the Members of the Finance Committee:

The Board thanked Dr A K Choudhary, Registrar, MUJ for his contributions and welcomed Dr Vandana Suhag, Registrar, MUJ as Member to the Finance Committee.

The changed composition was also noted and ratified by the Board.

7BOM (C-3) Appointment of Dean FoD / Registrar / Head T&P / Chief Warden:

The new appointments were noted and ratified.



7BOM (C-4) Minutes of 7th Academic Council Meeting held on 12 December 2013:

The 7th Academic Council meeting was held on 12th December 2013. The Minutes of Meeting were placed before the Board for information. The Board noted the same.

7BOM (C-5) Filing of Writ Petition against Entry Tax Demand Notice:

The Board was informed about filing of Writ Petition No. 2496/2014 in Jaipur High Court against Entry Tax Demand Notice dated 17 Feb 2014 for Rs 24.01 lacs. The Board noted and ratified the same.

7BOM (C-6) Updates on University Activities:

The President apprised the members about the progress made by the University since the last meeting of the Board of Management.

The Board appreciated the progress made by the University in various fields including Academics, Research collaborations and other extra-curricular activities.

7BOM (C-7) Quality Enhancement in Engineering Education Programme of MHRD, Govt. of India:

The matter of implementation of Quality Enhancement in Engineering Education (QEEE) in collaboration with IIT Madras was reported. MUJ has opted for 10 courses with 15 live lectures per course.

The Board noted and appreciated MUJ for successfully implementing the QEEE programme of MHRD.

7BOM (C-8) Vacating of Vatika Info Tech (Hostel) - Relocation of the hostels (Handing over of Vatika Premises):

The Board was informed that the entire Vatika Ltd. premises taken on lease were vacated by MUJ by 14/12/2013. The Vatika premise was inspected jointly by the teams of Vatika Ltd. and MUJ. The damages were identified and listed. The list of damages and cost estimates submitted by Vatika Ltd were examined by MUJ and it was found that most of the enlisted damages were in fact normal wear and tear, which MUJ is not supposed to get repaired or pay for. Vatika Ltd has not accepted the cost estimate worked out by MUJ.

The Board advised MUJ to issue legal notices and pursue the matter vigorously.



7BOM (C-9) Academic Collaboration with Foreign Universities:

The Board noted and appreciated Academic Synergisation initiatives of the University as it would enhance the faculty and student quality.

7BOM (C-10) Reporting of Resolution Approved by Circulation:

The Board ratified the resolutions passed by circulation on 21st Jan & 3rd Feb 2014 regarding addition of the President, MUJ as the authorized signatory to operate Endowment Fund Account and authorization of Registrar to operate bank account & investment of University funds and carrying some acts with respect to immovable property by the Registrar.

7BOM (C-11) Infrastructure Updates:

The Board noted the infrastructure updates and advised that the new hostel building should be retained for any future academic use.

7BOM (C-12) Campus Support Services through MIS:

The Board noted the enrichment in Campus Support Services by MIS.

7BOM (C-13) 6th MESVCC/ Common Counseling meetings:

The Board was informed about the conduct of the Sixth Manipal Education System Vice Chancellors' Council (MESVCC) and Common Counseling meetings on 3rd and 4th of March, 2014 at Manipal University, Manipal. The Board noted the same.

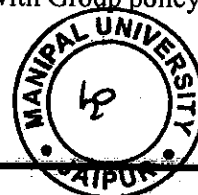
7BOM (D) ITEMS FOR DISCUSSION AND DECISION

7BOM (D-1) Recommendations of Finance Committee:

The recommendations of the 7th Meeting of the Finance Committee were placed before the Board for consideration and approval. The Board considered and approved the same.

7BOM (D-2) Vision, Mission & Objectives of MUJ:

The Board considered MUJ's proposal to formulate its own Vision and Mission statements and suggested that a Committee comprising of Deans, Senior Professors and HoDs and few young faculty should be set up at the University level for this purpose. It was also suggested that the Vision, Mission and Objectives of MEMG be taken as initial reference and should be in line with Group policy.



7BOM (D-3) Closure of some PG Programmes:

It was proposed that the PG programmes drawing less than 50% intake / undersubscribed may be allowed to close. The Board approved the closure of undersubscribed PG courses for the forthcoming admissions i.e. for the batch of 2014-15. The Board empowered the President, to take decisions in this regard, on case to case basis.

7BOM (D-4) Establishment of a Center for Research on Nano Materials (CRN):

The Board approved the establishment of a Centre for Research on "Nano Materials" with a seed grant of two lacs for the current financial year, as the time left for the financial year was less.

7BOM (D-5) Proposal to introduce 05 years Integrated BA, LLB /BA, LLB (H) Programme:

After a thorough discussion, the board accorded approval to start BA, LLB /BA, LLB (H) programme with an intake of 120 from the forthcoming academic session, i.e., 2014-15. The Board directed that the availability of competent faculty be assured and authorized the University to carry out and complete necessary formalities prior to commencement of this course, including taking approval from the Bar Council of India (BCI).

7BOM (D-6) Recruitment of Faculty:

Details of the expected increase in Faculty requirement in tune with the anticipated growth of students for Academic Year 2014-15, as per norms and standards laid down by various Regulatory Bodies, were placed before the Board for consideration.

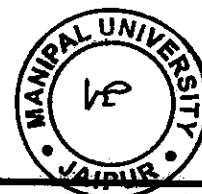
The Board considered and approved the recruitment of 102 additional faculty members (excluding the law faculty for the ensuring academic year 2014-15).

7BOM (D-7) Suggestions from CoA Experts:

The Board approved a separate account for finance in the School of Architect & Design and allocated the space available at Level III of IC Administrative Building for future expansion. The Board suggested that the students of B Arch may be offered single seated hostel accommodation on need and charge basis, as per the existing provisions.

7BOM (D-8) Reimbursement of Professional Membership charges:

The proposal for reimbursement of registration charges towards Professional Membership to the faculty was discussed and approved.



7BOM (D-9) Organogram of MUJ:

An Organogram (the organization structure) clearly defining the Academic / Administrative functionaries and hierarchy of MUJ has been prepared to facilitate efficiency and transparency in the functioning of MUJ at all levels. It was placed before the Board for consideration.

The Board suggested that the Organogram being followed at Manipal University, Manipal may be referred for modification and adoption as per the MUJ requirements.

The requirement to appoint Director (Admissions) and Dean of Faculty of Arts in the University was also agreed and it was opined by the members that since the proposed law programmes are likely to be introduced/ commence from the forthcoming academic session i.e from 2014-15, it will be appropriate if both Arts & Law faculties are headed by one Dean i.e. Dean, Faculty of Arts & Law (Dean, FoA &L) and a suitable person be appointed accordingly.

7BOM (D-10) MaGE Admission Strategies & planned expenditure and the expected Outcomes:

The Board discussed the MaGE admission strategies and opined that the marketing team of MaGE should focus and address the requirement of individual Universities, pickup programs for marketing as per the need of the University and share the data base for all courses being offered at MUJ. A Cost sharing Model for admission related expenditures needs to be finalized. It should also focus on non-engineering courses like BBA, BA in Economics, etc., and also explore the possibility of NRI admissions from neighboring countries.

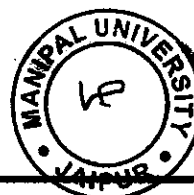
In addition to the MaGE's involvement in admissions, it was decided to create an office of Director (Admissions) at MUJ to drive and support all admission related activities of the University.

7BOM (D-11) MUJ Degrees and Transcripts:

Since the first batch of enrolled students in a few PG courses would be graduating by the end of this Academic session, there would be a requirement of awarding degrees and transcripts to them. The formats for award of degrees with various security features and for the transcripts were placed before the Board for consideration.

The Board suggested that the degrees and transcripts should be on similar lines with other Manipal Group institutions. The approved versions of proposed degrees and transcripts are enclosed.

(Appendix-I)



7BOM (E) Additional Agenda

7BOM (E-1) Transfer of Jewellery Design Equipment:

Since transfer of Jewellery Design equipment was not possible from MU, the Board advised the establishment of new laboratories/ workshops as required for the programme on B Design (Jewellery) being offered for Faculty of Design at MUJ.

7BOM (E-2) Pictorial Presentation of Academic Programmes at a glance:

The 7th Academic Committee had approved the Pictorial Chart of Academic programmes offered at MUJ, which was designed to give an insight about the programmes at a glance. The same was placed before the Board for information. The Board noted the same.

7BOM (E-3) Academic Structure of MUJ:

The new uniform Academic Structure of MUJ, assigning each School and Department of Study under the respective Faculty, as approved by the 7th Academic Council, was placed before the Board for information. The Board noted the same.

7BOM (E-4) External Funding for Research Project (Opening of separate Bank Account):

The opening of a separate bank account to receive the grant for research project was noted and ratified by the Board.

7BOM (E-5) Landscape Services:

The Board noted the information regarding the foreclosure of the work order for landscape services in the MUJ campus.

7BOM (E-6) Farwood Industries:

The Board noted the foreclosure of the work order / purchase order issued to M/s Farwood Industries for Supply & Installation of furniture for Hostel (@ Vatika) and Classroom furniture in Academic Block.



7BOM (E-7) Signing of MoU:

The Board was informed about the signing of MoU between Manipal University Jaipur and T A Pai Management Institute Manipal. The Board noted and ratified the same.

7BOM (E-8) Inauguration of MUJ Admin Building and Hostel Blocks:

The Administrative Building of the University and the Hostel Blocks are ready to be inaugurated. In view of the forthcoming elections, the Board was requested for a suitable date for the Inauguration. The Board advised that MUJ may explore the possibilities of organizing the Inaugural function preferably in June 2014.

7BOM (E-9) Policy for appointment of HoDs / Directors/ Deans at MUJ:

To give administrative exposure/opportunities to the senior faculty and to prevent / overcome stagnation, administrative positions such as HoDs / Directors / Deans, rotation of senior faculty was proposed and the policy for the same was placed before the Board for consideration. The policy was approved by the Board.


7BOM (E) Any other Agenda

7BOM (F-1) Research & Innovation Promotion Committee (RIPC):

While taking note of the updates on University activities, the Board advised to include an External Member to the Research & Innovation Promotion Committee (RIPC) of MUJ.

There being no other Agenda, the Meeting ended with a vote of thanks to the Chair.




Dr Ramdas Pai
Chairman