

HEMVATI NANDAN BAHUGUNA GARHWAL UNIVERSITY
SRINAGAR GARHWAL (UTTARAKHAND)
(A CENTRAL UNIVERSITY)

**Minutes of the Seventh Meeting of the Academic Council
Dated : 05th May 2016**

List of Members present in the meeting is placed at Annexure.

Chairman, Academic Council, welcomed all the Members of the Academic Council. In his opening observations, Chairman, Academic Council, presented an overview of the academic functioning of the University, Assessment by NAAC and NIRF. Thereafter, the agenda items were taken up for discussion and approval.

Agenda Item No. 1: Confirmation of Minutes of 6th Meeting of the Academic Council held on 31st January 2015.

Minutes of the Meeting were circulated to all members. No comments have been received regarding recording of minutes. A copy of the Minutes of the 6th Meeting of Academic Council held on 31st January 2015 is placed at **Annexure-A** for confirmation.

Resolution:

The Minutes of the 6th Meeting of the Academic Council held on 31st January 2015 were confirmed.

Agenda Item No. 2: Report of the Action Taken on the Minutes of the 6th Meeting of the Academic Council held on 31st January 2015.

Action Taken Report on the Minutes of the 6th Meeting of the Academic Council held on 31st January 2015 is placed at **Annexure-B** for kind perusal.

Resolution:

The Academic Council took a note of it, and no comments were received on it.

Agenda Item No. 03 : To consider and approve the award of D.Phil./D.Lit./ Ph.D. Degree.

The detail of Research Scholars whose Viva-Voce have been successfully conducted between 1.2.2015 to April 2016 for the award of D.Phil./D.Lit./Ph.D. degree is placed at **Annexure-C**.

Submitted for consideration.

Resolution:

It was resolved to recommend for award of D.Phil/Ph.D. Degrees to the 204 candidates as per the list enclosed in the Annexure of the agenda and whose viva-voce have been successfully completed.

Agenda Item No. 04 :To consider and approve the list of Experts/Examiners recommended by the Board of Studies of University.

The Academic Council in its meeting held on 7th September 2013 approved the panel of experts/examiners submitted by the Departments after the approval of concerned Board of Studies for selections, examinations and other academic activities of the University. The tenure of present panel of experts/ examiners is going to expire on 6th September 2016. The Departments have submitted a fresh list of panel for above purpose. The detailed list of experts/ examiners recommended by the Board of Studies are placed at **Annexure-D**.

Submitted for consideration.

Resolution:

The Academic Council resolved to approve the panel of experts/examiners submitted by the Departments after the approval of concern Board of Studies for selections, examinations and other academic activities of the University. The panel of experts/ examiners will remain valid for three years from the approval of academic council. Further the Council authorized to Vice-Chancellor to nominate five experts, on and above from list of experts submitted by the Departments on above purpose, as and when required. The Vice-Chancellor is also authorized to nominate experts in case any department did not submit the list for above purpose.

Agenda Item No. 05 : To consider and approve the recommendations of Board of Studies/ School Boards of the University.

The recommendations of the Board of Studies of various Departments/and School Boards are placed before the Academic Council for consideration and approval. The details of the Departments, Minutes and recommendations are placed at **Annexure-E**.

Submitted for consideration.

Resolution:

The Academic Council approved the recommendations of the Board of Studies of various Departments and School Boards which are taken as per power and functions of the ordinances. Further the Council resolved to refer the case to the UGC regarding change of nomenclature of Research Officers.

Agenda Item No. 06: To consider for nomination of five persons not in the service of the University as member to the Academic Council.

The Academic Council in its meeting held on 7th September 2013 co-opted following *five persons for their special knowledge in educational progress and development under clause 14(1)(xiv) of the statute.*

- a) Director, G.B. Pant Institute of Himalayan Environment and Development, Almora.
- b) Director, Indian Institute of Remote Sensing, Dehradun.
- c) Director, Aryabhata Research Institute of Observational Sciences, Nainital
- d) Director, Indian Institute of Advanced Studies, Shimla
- e) Dr. I. S. Chauhan, former Vice-Chancellor, Barkatulla University, Bhopal.

In the said clause tenure of nomination of co-opted members is not specified. The council may consider specifying the tenure of nomination of above members.

Submitted for consideration.

Resolution:

The Council authorized to Vice-Chancellor to co-opt five –persons *for their special knowledge in educational progress and development from different fields for a period of two years as member to the Academic Council.*

Agenda Item No. 7: Ratification of the decision taken by the Hon'ble Vice-Chancellor, HNBGU under Section 11(3) of the Central Universities Act 2009.

i) Nomination of external members to the Board of Studies of the Departments.

In the ordinance of the Board of Studies under clause 2(ii) (4) there is a provision of *“Two external members (i.e. members not in the service of the University) professing the subject or subjects assigned to the Board, nominated by the Academic Council for a term of two years”*. On receiving request from Chairman of Board of Studies, the Vice-Chancellor had nominated members on behalf of the Academic Council from time to time on completion of tenure of members.

Submitted for ratification of the Council.

Resolution:

The Academic Council resolved to ratify the decisions taken by the Vice-Chancellor.

ii) Amendment of Ordinances for UG & PG courses of study “Admissions to courses of study”

The Academic Council in its meeting held on 31.1.2015 has approved the Ordinances for UG & PG courses of study and the same has been implemented. However, after framing of ordinances it has come to the notice that UGC has modified the template relating to CBCS in

- a) The method of converting percentage marks in grade and letter grade.
- b) The credits for Ability Enhancement Core Course (AECC) and Skill Enhancement Courses (SEC) have been enhanced from 2 to 4 credits for each course. It has resulted UG courses for 132 credits in place of 120 credits.

Considering the above and on the recommendations of Deans of Schools, the competent authority has approved to modify the ordinance. Detail of the amendments is **Annexed at-F**.

Submitted for ratification.

Resolution:

The Academic Council resolved to ratify the decisions taken by the Vice-Chancellor. The Council further authorized to Vice-Chancellor to accept the recommendations of the committee on relative grading formula for CBCS and promotion rules to next semester at UG level.

iii) Admission, Attendance rules and Academic Calendar of the University.

On the recommendations of admission committee of the University, the admission, attendance rules and the academic calendar in the form of Prospectus of the University has been approved. All the admissions in UG & PG courses have also been made following the laid down guidelines of University Prospectus. A copy of minutes of the admission committee 2015-16 is **Annexed at-G.**

Submitted for ratification.

Resolution:

The Academic Council resolved to ratify the decisions taken by the Vice-Chancellor.

iv) Affiliation of Institutions for the academic session 2015-16.

For the academic session 2015-16 the University has granted affiliation for continuation/ extension of existing affiliation/ new courses in the affiliated institutions/ additional intake in the existing affiliated courses following the guidelines and regulations of the University. All the affiliations were granted considering the recommendations of the inspection reports. A list of affiliated institutions with courses and intake which has been granted extension of affiliation, additional seats and affiliation to new courses is **Annexed at- H.** It is further to submit that no fresh affiliation is being granted to any new institution.

Submitted for information of the Council.

Resolution:

The Academic Council resolved to ratify the decisions taken by the Vice-Chancellor.

v) Admission of B.Ed. and M.Ed. courses and waiving of cut-off merit.

The University has been receiving representations from affiliated institutions regarding waiving of cut off merit to the B.Ed. and M.Ed. courses as a large number of seats are lying vacant and number of candidates qualifying the tests are less than the number of approved seats. They have also requested to adopt the procedures being followed in admission to various PG courses at University campuses. Considering the above committees have been constituted under the convenership of Dean School of Education.

A copy of minutes of the meeting and office order issued in this regard is placed at **Annexure-I**. Submitted for ratification of the Council.

Resolution:

The Academic Council resolved to ratify the decisions taken by the Vice-Chancellor.

Agenda Item No. 08: To consider and approve the revision/ modification of syllabus of various courses of the University.

The University has received Syllabus for various courses from the Departments/Institutes. These Syllabi are revised/ modified by the Departments/ Institutes and approved by the concerned Board of Studies of the University. The details of the Syllabi for various courses are placed at **Annexure-J**.

Submitted for consideration and ratification.

Resolution:

The Council resolved to approve the Syllabi as recommended by the concern Board of Studies and School Boards.

Agenda Item No.09 : To consider the Model Ordinances for the Central Universities in matters of students, academic and other subjects.

The academic council in its meeting held on 31 January 2015 referred the following draft ordinances to the review committee constituted by the University. The review committee has gone through the draft ordinances and finalized the ordinances for adoption. A copy of draft ordinances is **Annexed at-K**.

- a) Convocation
- b) Proctor
- c) Committee on Equivalence of Examinations
- d) Equivalence Committee for recognition of Examinations/Degrees

Submitted for consideration.

Resolution:

After detailed deliberation the Academic council recommends for approval of above ordinances after incorporating corrections and suggestions made by the Academic Council.

Agenda Item No.10 : To consider to approve guidelines for Foreign students seeking admission to the Ph.D. Programme of the University.

The University has been receiving request from some Departments to admit foreign students to the Ph.D. programme of the University. However due to non availability of any guidelines in this regard students are not being admitted to the program. A draft guidelines has been prepared and placed at **Annexure- L**.

Submitted for consideration.

Resolution:

After detailed deliberation the Academic council approved the guidelines for Foreign students seeking admission to the various Programme of the University after incorporating corrections and suggestions made by the Academic Council.

Agenda Item No.11 : To consider to introduce Online Admission System for all the programs offered by the University from the academic session 2016-17 onwards.

The UGC vide its letter dated 28th December 2015 has instructed that for ensuring greater efficiency and promote transparency in the functioning of the institution and to facilitate the students and parents Online Admission process should be initiated and the University should proceed for converting the present admission mode to the complete online mode from the academic session 2016-17. A review meeting in this regard has already been conducted by UGC. A copy of UGC letter dated 28th December 2015 is **Annexed at -M** for perusal.

Submitted for consideration.

Resolution:

After discussion on pros and cons the council deferred the agenda to next meeting.

Agenda Item No.12 : To consider to introduce subject wise non refundable processing fee for continuation and/or extension of existing affiliation of colleges.

The University has framed guidelines and regulations for continuation and/or extension of existing affiliation of colleges, 2013. Under the clause 1(10) in General conditions there is a provision that "the affiliation fee for each undergraduate programme (up to 5 subjects) will be Rs. 2.00 lakhs and Rs. 50,000/- for each additional subject; for each PG programme (subject) Rs. 3.00 lakhs; and for each Diploma programme Rs. 1.0 lakh. However, there is no provision of processing fee for processing of affiliation. Further we have been constantly reminded by UGC/MHRD to raise our internal receipt.

Submitted for consideration.

Resolution:

The Council decided to impose subject wise processing fee of Rs.1000/- (non-refundable) to be charged from institutions running self-finance courses/ programmes. Govt and Govt-Aided institutions also have to pay the processing fee, if they apply for any courses which are being run by them on self-finance mode. Further the Council ratified the decision taken by the University in this regard.

Agenda Item No.13 : Consideration of UGC letter No. F.1-3/2007(CPP-II) dated 11th January 2016 regarding refund of fees of the students who opt out after taking admission.

The UGC vide its letter dated 11th January 2016 (**Annexed at -N**) referring to a public notice dated 23rd April 2007 informed that complaints have been received from students/ parents regarding non refund of fees by Universities/ colleges/Institutions which are collecting full fee from the admitted students; retaining their schools/ institutions leaving certificates in original; confiscating the fee paid if a student fails to join within specified date. Considering the above it has been notified that the entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/ shall be refunded and returned by the Institution/University to the student/candidate withdrawing from the programme. Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admission, the Institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, where applicable.

The Central Information Commission vide its order dated 14.1.2016 has also ordered to the University to refund fee to the candidate.

Submitted for consideration.

Resolution:

The Academic Council accepted the UGC letter No. F.1-3/2007(CPP-II) dated 11th January 2016 regarding refund of fees of the students who opt out after taking admission as such for implementation. A letter to this extent be written to all affiliated colleges.

Agenda Item No. 14: To consider approve guidelines for screening/ short listing of candidates for appointment to the post of Assistant Professor in the University and Academic Performance Indicators (API) for recruitment and promotion of faculty members.

Draft guidelines for screening/ short listing of candidates for appointment to the post of Assistant Professor in the University and minutes of the meeting is **Annexed at -O** for perusal.

Resolution:

After detailed deliberation the Academic council approved the guidelines for screening/ short listing of candidates for appointment to the post of Assistant Professor in the University and Academic Performance Indicators (API) for recruitment and promotion of faculty members, after incorporating corrections and suggestions made by the Academic Council and its amendments if any made by the UGC from time to time.

Agenda Item No. 15: Consideration of exemption to the D.Phil registered candidates who could not submit their Thesis within the stipulated period of seven years to submit their Thesis as a special case.

In the Academic Ordinance for Doctor of Philosophy /Doctor of Laws under Chapter-XVIII, it has been laid down that:

18. In case candidate does not submit his thesis within four years or a teacher candidate within five years from the date of receipt of his application in the University his name will be removed from the list of candidates registered for the degree of D.Phil. In special cases the Vice-Chancellor may extend the period by one year.

19. A Candidate who was unable to submit his thesis within the prescribed period, may be allowed on payment of a fee of Rs.50 to enroll himself to work on the same subject on previously approved conditions within six months

from the date of removal of his name from the list and submit his thesis within 24 months from the date of re-enrolment after which no further extension shall be allowed.

University has been receiving representations from D.Phil candidate who have failed to submit their thesis within the stipulated date of seven years from their application for registration (Four years +One Year Extension + Two years Re-registration) . The above candidates have requested to accept their thesis as a special case. However, University has not considered their request in view of laid down provision as per ordinances of the University.

The matter was also placed in the fifth meeting of the academic council held on 7th September 2013 and in the Sixth meeting of Academic council held on 31.1.2015. The Academic Council resolved to grant one time relaxation to such registered candidates of D.Phil programme who could not submitted their Thesis within seven years from the date of their registration. The above candidates may submit their thesis within one year of this notification. The above decision of the academic council shall not be taken as precedent in future.

The University had notified the same for all concern vide dated 8.10.2013 and in 21.04.2015.

In spite of the above facts a few candidates could not submit their thesis and represented to consider their thesis also as a special case. Submitted for consideration.

Resolution:

The Academic Council resolved to grant one time relaxation to such registered candidates of D.Phil. programme who could not submit their thesis within seven years from the date of registration. The above candidates may submit their thesis within one year of this notification.

Agenda Item No. 15: Any other Matters.

1. Starting of M.P.Ed. Course in the existing Physical Education Deptt.

Resolution: As the NCTE has already issued the letter of intent for starting of the course, the University has to proceed further for admission. However, the University has to submit proposal for sanction of Teaching staff to UGC as per requirement.

2. Considering request of students to start M.Sc. Biochemistry.

Resolution: The Vice-Chancellor is authorized to take decision considering the recommendation of a committee to be constituted to assess the feasibilities and infrastructure. However, the University has to submit proposal for sanction of teaching staff to UGC as per requirement.

3. Starting of B.Com at Pauri Campus.

Resolution: The Council has approved to start the B.Com course at Pauri campus. However, the University has to submit proposal for sanction of teaching staff to UGC as per requirement. The University also explores the possibilities of deputing some regular faculties to coordinate the course.

4. Evaluation of PG examination by concerned school/ Dean.

Resolution: The Vice-Chancellor is authorized to take decision on the recommendation of a committee to be constituted on the matter.

5. Referred agenda of the Admission committee 2016-17.

Resolution: The Vice-Chancellor is authorized to take decision on the matter.

6. Rotation of Incharge Head of Campuses.

Resolution: The Council resolved that 31.1.2015, the date the Academic Council had decided, would be the date of operation of rotation. The tenure of Incharge Head will be for two years.

7. Representation of students regarding girls representation in Students' Union.

Resolution: The Academic Council while considering representation of students through DSW regarding representation of Girls in student Union resolved "to authorize DSW to constitute a committee under the Convernernship of DSW to explore the possibilities of Girls representation". It was also agreed that Vice-Chancellor may accept the recommendation of the committee.

The Meeting ended with vote of thanks to the chair.

Sd/

Vice-Chancellor

Sd/

Registrar