

CONFIDENTIAL

**MINUTES OF THE 10TH MEETING OF THE
BOARD OF MANAGEMENT**

**HELD ON 24TH JUNE, 2011 (FRIDAY)
AT 11:00 A.M. IN THE COMMITTEE ROOM NO. 3
INDIA INTERNATIONAL CENTRE ANNEXE, LODHI ROAD
NEW DELHI - 110 003**



**AMBEDKAR UNIVERSITY, DELHI
NEW DELHI 110 077**

AMBEDKAR UNIVERSITY, DELHI

**MINUTES OF THE 10TH MEETING OF THE BOARD OF MANAGEMENT
SCHEDULED TO BE HELD ON FRIDAY, THE 24TH JUNE 2011 AT 11:00 AM IN
THE COMMITTEE ROOM NO. 3, IIC ANNEXE, LODHI ROAD, NEW DELHI**

PRESENT

1.	Professor Shyam Menon, Vice Chancellor	Chairperson
2.	Dr. Kiran Datar	Member
3.	Shri Anand Prakash, Principal Secretary (Higher Education) Government of NCT of Delhi	Member
4.	Professor A.R. Khan	Member
5.	Professor Ashok Nagpal	Member
6.	Dr. A.K. Malik, Registrar	Secretary

Special Invitee:

Smt. Asha R. Rungta, Controller of Finance	Special Invitee
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Shri D.M. Spolia, Principal Secretary (Finance) Government of NCT of Delhi, Prof. Armaity Desai, Prof. N.R. Madhava Menon and Prof. Chandan Mukherjee regretted their inability to attend the meeting.

The Vice-Chancellor extended a warm welcome to all the members of the Board of Management. The Board welcomed the new members, viz., Shri D.M. Spolia, Principal Secretary (Finance), Government of NCT of Delhi, Prof. Ashok Nagpal and Prof Chandan Mukherjee.

The Vice Chancellor informed the members that Prof. Armaity Desai, who has not been able to attend the meeting due to health problems which have emerged in the last minute, has conveyed her detailed comments on the agenda items during a long conversation with him, and these will be considered during deliberations. The Members were also informed about the comments sent in by Prof. N.R. Madhava Menon on the agenda.

The Board was also informed about the overwhelming response for admission to various programmes being offered by the University in the academic year 2011-12. It was felt that the University may consider starting new innovative programmes, after proper market appraisal, for which there is both market demand and social need.

The Vice Chancellor also informed the members that the University shall be following the reservation of 15% seats within the quota for candidates from the

NCT of Delhi for those belonging to OBC category for admission to various programmes during the academic year 2011-12. As a result, the number of seats for various programmes on offer at the University during the forthcoming academic session will be correspondingly increased.

The Board was also apprised about the problem being faced by the University due to the limited grant released by the Government of NCT of Delhi as first installment in the current financial year, which is not sufficient to meet the financial requirements of the University. The Board authorized the Vice Chancellor to take up the matter with the Government of NCT of Delhi at the appropriate level.

1. Considered confirmation of the Minutes of the 9th Meeting of the Board of Management held on Tuesday, the 15th March 2011, and

Resolved to confirm the Minutes of the 9th Meeting of the Board of Management held on Tuesday, the 15th March 2011 as circulated.

2. Considered the Report on Action Taken on the Minutes of the 9th Meeting of the Board of Management held on 15th March, 2011, and

Resolved to approve the Report on Action Taken on the Minutes of the 9th Meeting of the Board of Management held on 15th March, 2011, as given in *Annexure-I*.

3. To note the launch of three new BA Honours Programmes from the Academic Session 2011-12

The Board of Management noted the launch of three new BA Honours Programmes from the Academic Session 2011-12, namely, 1) BA Honours with Major in English; 2) BA Honours with Major in Sociology; and 3) BA Honours with Major in Mathematics.

4. To note the launch of four new MA Programmes from the Academic Session 2011-12

The Board of Management noted the launch of four new MA Programmes from the Academic Session 2011-12, namely, 1) MA in Economics; 2) MA in English; 3) MA in History; and 4) MA in Sociology.

5. To note the launch of M.Phil and Ph.D Programmes from July 2011

The Board of Management noted the launch of M.Phil Programmes in Hindi and History and Ph.D Programmes in Hindi, History, Mathematics and Sociology from July 2011.

5A. To note the launch of M Phil/ Ph.D. Programme in Psychotherapy and Clinical Thinking, and

The Board of Management noted the launch of M Phil/ Ph.D. Programme in Psychotherapy and Clinical Thinking and desired that the suggestions made in the meeting may be considered by the School of Human Studies before submitting the proposal to the Academic Council. The Board desired that requirement of additional staff if any for the programme be proposed separately through due process.

6. Considered the ratification of the recommendations of the Selection Committees for various faculty positions, and

The Board of Management ratified the recommendations of the Selection Committees for various faculty positions (*Annexure-II*).

7. Considered the ratification of the recommendations of the Selection Committees for the positions of Assistant Registrar and System Administrator (IT) (on deputation), and

The Board of Management ratified the recommendations of the Selection Committees for the positions of Assistant Registrar and System Administrator (IT) on deputation initially for one year. (*Annexure-III*).

8. Considered the payment of Dearness Allowance to University employees at revised rate of 51% effective from 01.01.2011, and

The Board of Management ratified the payment of Dearness Allowance to University employees at revised rate of 51% effective from 01.01.2011.

9. Considered the Regulations for Hostels maintained by the University; and

After deliberations and taking note of the fact that the Regulations for Hostels proposed are interim, as the University at present do not have its own hostel,

Resolved to approve the Regulations for Hostels maintained by the University after incorporating the suggestions given by the members of the Board of Management. (*Annexure-IV*).

10. Considered the Regulations on Recognition of Examinations/Degrees - constitution of Equivalence Committee as Standing Committee of the Academic Council, and

Resolved to approve the regulations on Recognition of Examinations/Degrees - constitution of Equivalence Committee as Standing Committee of the Academic Council (*Annexure-V*).

11a. Considered the proposal for establishing a Centre for Community Knowledge (CCK), and

Resolved to approve the proposal for establishing a Centre for Community Knowledge (CCK) (*Annexure-VI*) with the following decisions:

- i) the initial financial support, if required, may be provided out of University funds;
- ii) a faculty position for a limited period may be assigned to the Centre for coordinating its activities; and
- iii) The efforts of the Centre may be to make itself self supporting through projects, grants, etc. from various funding agencies and through fees, consultancies, etc. from clients.

11b. Considered the proposal for establishing a Centre for Social Science Research Methods, and

Resolved to approve the proposal for establishing a Centre for Social Science Research Methods (*Annexure-VII*) with the following decisions:

- i. the initial financial support, if required, may be provided out of University funds;
- ii. a faculty position for a limited period may be assigned to the Centre for coordinating its activities;
- iii. Expertise in research methods among AUD's existing faculty across various Schools and programmes may be deployed in the Centre in a sustainable manner;
- iv. Funds already received from the Sage Publications may be efficiently invested so as to get the maximum interest which could be utilized for the activities of the Centre; and
- v. The efforts of the Centre may be to make itself self supporting through projects, grants, etc. from various funding agencies and through fees, consultancies, etc. from clients.

12. Considered the Regulations on Credit Transfer and Lateral Admission, and

Resolved to approve the Regulations on Credit Transfer and Lateral Admission (*Annexure-VIII*) with the minor modifications suggested in the meeting.

13. Considered the Regulations on Flexible Exit,

Resolved to approve the Regulations on Flexible Exit (*Annexure-IX*).

14. Considered the recommendations of the Committee to formulate a procedure for short-term and visiting appointments and norms for payment, and

Resolved to approve the recommendations of the Committee to formulate a procedure for short-term and visiting appointments and norms for payment with the following minor modification:

The external Members of the University's Court may be paid sitting allowance similar to that proposed for the external Members of the Board of Management. (*Annexure-X*).

15. Considered the recommendations of the Establishment Committee, and

Resolved to approve the recommendations of the Establishment Committee in its meeting held on Thursday, the 23rd June 2011 with the following modifications: (*Annexure-XI*).

- i) slightly higher consolidated salary than the gross salary at the minimum of the scale admissible to regular employees may be given to the contractual staff to be engaged on long term basis; and
- ii) An annual increase of 8% may be given to the long term contractual employees to take care of inflation and an annual increment.

16. Considered the proposal on the allocation of faculty in various Schools and Programmes, and

Resolved to approve the proposal on the allocation of faculty in various Schools and Programmes (*Annexure-XII*). This will be reviewed in 2012.

- 17. Considered the recommendations of the proposals for inviting eminent scholars as Professors under provisions of Statute 15(1) of the Statutes of the Ambedkar University, Delhi, and**

Resolved to approve the recommendations for inviting the following eminent scholars as Professors under provisions of Statute 15(1) of the Statutes of the Ambedkar University, Delhi

- i. Prof. Anjan Mukherjee as Professor of Economics;
- ii. Prof. Alok Bhalla as Professor of English;
- iii. Prof. K. Mamkoottam as Professor in the School of Business, Public Policy and Social Entrepreneurship.

Resolved further that the tenure of such eminent scholars will be as per the relevant UGC Resolution of 2010, i.e. for a limited period of three years in the first instance and then for a further period of two years against available vacant positions without affecting selection or promotion prospects of eligible teachers.

Resolved further that their emoluments may be fixed as per the rules governing re-employment of superannuated teachers.

- 18. Considered the Amendments to the University Act, 2007 (under Clause 43 of the Act), and**

Resolved to authorize the Vice-Chancellor to propose the Amendments to the University Act, 2007 (under Clause 43 of the Act) on behalf of the Board of Management and submit the same to the Chancellor for his consideration and approval.

- 19. Considered the recommendations of the amount of remuneration and extension in the term of appointment of (a) Prof. Vijaya S. Varma, Advisor (Planning) and (b) Shri C.M. Sharma, Advisor (Finance), and**

Resolved to approve the recommendations of the Shri C.R. Pillai Committee (*Annexure XIII*) regarding remuneration paid to (a) Prof. Vijaya S. Varma, Advisor (Planning) and (b) Shri C.M. Sharma, Advisor (Finance), keeping in view the exceptional circumstances of the case, and as a special case, not to be quoted as precedent.

Resolved further that the term of appointment of Prof. Vijaya S. Varma and Shri C.M. Sharma may be extended upto 24th June, 2011. The term of engagement of Prof. Vijaya S. Varma beyond the age of 70 years is

approved as a special case, keeping in view the peculiar circumstances, and not to be quoted as precedent.

Any other item with the permission of the Chair

The Board took note that Dr. A.K .Malik, Registrar and Secretary, Board of Management, would be relinquishing the charge of the post of Registrar on 30th June, 2011 and resolved to place on record its deep appreciation of the invaluable services rendered by Dr. Malik to the University and the Board of Management.

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

Annexure-I
Resol. No. 2/BOM/24.06.2011

Report on Action Taken on the Minutes of the 9th Meeting of the Board of Management held on Tuesday, the 15th March, 2011

Resol. No.	Decision	Action Taken
1.	Resolved to confirm the Minutes of the 7 th meeting of the Board of Management held on Monday, the 31 st May, 2010 as circulated.	Recorded
2.	Resolved to confirm the Minutes of the 8 th (Emergency) Meeting of the Board of Management held on Friday, the 16 th July, 2010 as circulated.	Recorded
3.	Resolved to approve the Report on Action Taken on the Minutes of the 7 th meeting of the Board of Management held on Monday, the 31 st May, 2010.	Recorded
4.	Resolved to approve the Report on Action Taken on the Minutes of the 8 th (Emergency) meeting of the Board of Management held on Friday, the 16 th July, 2010.	Recorded
5.	Resolved to approve the action taken by the Vice-Chancellor on the following matters of urgent nature: - Approved the appointment of Hostel Wardens, payment of honorarium, of ₹ 3,000 p.m. (each per month) for performing additional duties, telephone facilities/reimbursement of mobile phone subject to submission of evidence/document/bills for official purposes, and allotment of warden's flats on the campus as per rules of the university. - Payment of Dearness Allowance to University employees at revised rate of 45% effective from 01.07.2010.	Recorded
6.1	The Board of Management noted the modifications in the educational qualifications for the position of the Controller of Finance.	Recorded

6.2	To note the receipt of UGC communications relating to (i) Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education - 2010, (ii) Providing opportunity to adhoc/contract basis teachers of having two more attempts at NET or a maximum of one year to become eligible in order to continue in their teaching positions. (iii) Annual Self Assessment for the Performance Based Appraisal System (PBAS) and PBAS Proforma for Promotion under CAS - as indicated in Clause 6.0.2 under Schedule 6.0.0 of the UGC Regulations-2010 The Board of Management noted the contents of the above three UGC communications and authorized the Vice Chancellor to constitute a Committee to peruse the same and make recommendations for adoption in the Ambedkar University, Delhi, which may be submitted for the consideration and approval of the Board of Management.	The Vice Chancellor has constituted a committee to peruse and make recommendations for adopting the provisions in AUD.
7.1	The Board of Management ratified the recommendations of the Selection Committee for the position of Controller of Finance as under: "The Selection Committee recommends the following two candidates in the order of preference for the post of Controller of Finance on deputation basis on usual deputation terms for a period of five years: 1. Smt. Asha R Rungta 2. Shri. Pramod Nagpal"	Smt. Asha R Rungta, Controller of Finance has joined the University on 24.05.2011
7.2	The Board of Management ratified the recommendations of the Selection Committee for the posts of Deputy Registrar and Assistant Registrar on deputation, as under: "The following names are recommended in the order of preference for the post of Deputy Registrar on deputation basis on usual	Shri Vivek Purwar and Dr. S. K. Pulist joined the University on 4.3.2011 and 22.2.2011 respectively.

	deputation terms for an initial period of one year: 1. Shri Vivek Purwar 2. Dr. Suresh Kumar Pulist The Committee further recommends that Shri Deep Prakash and Dr. S.K. Yadav may be offered the post of Assistant Registrar in PB-3 with a grade pay of Rs.6600 on usual deputation terms for an initial period of one year."	Shri Deep Prakash and Dr. S.K. Yadav were offered the post of Assistant Registrar but they did not join the AUD
7.3	The Board of Management ratified the recommendations of the Selection Committee for various faculty positions.	Recorded for implementation
7.3 - 1	The Committee recommended the following candidate for appointment to the position of Associate Professor in English in the School of Undergraduate Studies/ Liberal Studies: Dr Diamond Oberoi Vahali (App. No. 01)	Joined as Associate Professor (English)
7.3 - 2	The Committee recommended the following candidates in order of merit for the appointment to the position of Assistant Professor in English in the School of Undergraduate Studies/ Liberal Studies: 1. Ms Gunjeet Aurora (App. No.11) 2. Ms Sanju Thomas (App. No. 28) 3. Ms Bhoomika Meiling (App. No.6) 4. Dr Usha Mudiganti (App. No. 36) 5. Mr Sayandeb Choudhury (App. No. 30) (May also be useful for a programme in publishing and editing) 6. Mr Vikram Singh Thakur (App. No. 38) (May also be useful for a programme in Theatre)	Joined as Assistant Professors (English) Have been offered appointment as Assistant Professors
7.3 - 3.	The Committee recommended the following candidate(s) in order of merit for appointment to the position of Associate Professor in Hindi in the School of Undergraduate Studies/ Liberal Studies: 1. Dr Satyaketu Sankrit (App. No. 8) 2. Dr Gopalji Pradhan (App. No. 10)	Joined as Associate Professors (Hindi)
7.3 - 4.	The Committee recommended the following candidate(s) in order of merit for appointment to the position of Assistant Professor in Sociology in the School of Undergraduate Studies/ Liberal Studies:	

	1. Dr Saurabh Gupta (App. No. 44) (one additional advance increment) 2. Dr Rukmini Sen (App. No. 38) (Pay protection with appropriate grade pay) 3. Dr Santosh Kumar Singh (App. No. 41) (Pay protection with appropriate grade pay) 4. Dr Bidhan Chandra Dash (App. No. 15) 5. Dr Urfat Anjem Mir (App. No. 58) The Committee recommended that the selection process be taken up separately for candidates belonging to Scheduled Castes and Schedule Tribes.	Has expressed inability to join as Assistant Professor (Sociology) Joined as Assistant Professor (Sociology) Have been offered appointment as Assistant Professors in Sociology
7.3 - 5.	The Committee recommended the following candidate(s) in order of merit for appointment to the position of Associate Professor in Psychology in the School of Human Studies: 1. Dr Anup Kumar Dhar (App. No. 2) 2. Dr Rachana Johri (App. No. 15)	Joined Associate Professors (Psychology) Psychosocial Clinical Studies
7.3 - 6.	The Committee recommended the following candidate(s) in order of merit for appointment to the position of Associate Professor in History in the School of Undergraduate Studies/ Liberal Studies: 1. Dr Sanjay Kumar Sharma (App. No. 24) 2. Dr Dhirendra Datt Dangwal (App. No. 9)	Joined as Associate Professors (History)
7.3 - 7.	The Committee recommended the following candidate for appointment to the position of Professor of Economics in the School of Undergraduate Studies/ Liberal Studies: Dr Chandan Mukherjee (App. No. 4) (with salary protection) In addition, the Committee recommended the following candidate as Associate Professor: Dr Surajit Mazumdar (App. No. 15) As Associate Professor with three additional increments over and above his present basic salary.	Joined as Professor (Economics) Joined as Associate Professor (Economics)
7.3 - 8.	The Committee recommended the following candidate(s) in order of merit for appointment to the position of Assistant Professor in History in the School of Undergraduate Studies/ Liberal Studies: Reserved Category: Dr Dharitri Narzary - ST (App. No. 20) The Committee recommended re-advertisement for one position of Assistant	Joined as Assistant Professors (History)

	Professor under SC category. <u>General Category:</u> 1. Dr Anil Persaud (App. No. 8) 2. Dr Yogesh Snehi (App. No. 82) 3. Dr Dhiraj Kumar Nite (App. No. 21) 4. Dr Shailaja Menon (App. No. 61) 5. Dr Aparna Kapadia (App. No. 12) 6. Dr Tanuja Kothiyal (App. No. 75) 7. Dr Ritu Bhagat (App. No. 54) 8. Dr Ravi Kant Mishra (App. No. 52)	
7.3 - 9.	The Committee recommended the following candidate(s) in order of merit for appointment to the position of Assistant Professor in Economics in the School of Undergraduate Studies/ Liberal Studies: <u>Reserved category:</u> Minaketan Behera (App. No. 25) <u>General Category:</u> Arindam Banerjee (App. No. 2) The Committee recommended that the following candidate be appointed as Assistant Professor on a contractual basis for a period of three years. Her appointment may be regularised by the Board of Management after a successful internal assessment: Nandini Chatterjee (App. No. 72) The Committee that the following candidate be appointed as Assistant Professors on a contractual basis for a period of three years. Their appointment may be regularised by the Board of Management on completion of their PhD and after a successful internal assessment: 1. Iyer Vibha Ananthanarayanan (App. No. 13) 2. Swati Mehta (App. No. 62)	Joined as Assistant Professors (Economics)
8.1	Resolved to approve the regulations for the conduct of the meetings of the Board of Management with following modifications: Ruling of the Chair: in case of disputes on procedures for the conduct of the meeting of the Board, the opinion of the majority shall prevail. One-half of the members of the Board of Management shall form the quorum at any meeting, provided if that number is not present for any reason an adjourned meeting	Recorded for implementation

	can take place with the number of members present to transact the business.	
8.2	Resolved to approve the Annual Reports of the University for the years 2008-2009 and 2009-2010 after incorporating the changes suggested during discussions.	Recorded
8.3	Resolved to approve the recommendations of the Establishment Committee meeting held on Monday, the 14th March, 2011.	Recorded
8.4	Resolved to approve the recommendations of the Finance Committee meeting held on Monday, the 14 th March, 2011. Resolved to authorize the University to get the civil and electrical capital works (construction/ renovation/repair) done by any reputed agency including those outside the Government, by following due process, so that the university's academic activities are not hampered and it is able to move to the Kashmere Gate Campus at the earliest and eventually to its permanent campus(es).	Recorded for implementation
9.	Any other item with the permission of the Chair:	
i)	University may like to institute a review of its programmes and the broad directions of its development after completion of three years of its existence, if need be by inviting external expert(s). The terms of reference for this review may be formulated in consultation with academic and administrative staff. This review may consider academic, administrative and financial performance.	Noted for compliance
ii)	University may formulate a comprehensive structure of financial management, including financial rules, procedures, fee structure, resource generation by taking the help of professional organizations.	Noted for compliance

Annexure-II
Resol. No. 6/BOM/24.06.2011

Ratification of the recommendations of the Selection Committee for various faculty positions

Vice-Chancellor approved the recommendations of the Selection Committee meetings as authorized by the Board of Management at its meeting held on 16-7-2010. The list of recommendations of the Selection Committees held after 9th meeting of Board of Management is as under:

S.No.	Name of Position	Date and Time of Meeting	Recommendations
1.	Associate Professor (Economics)	02 June 2011 10:00 a.m. onwards	The Committee recommended the following candidates in the order of merit for the appointment to the position of Associate Professor in Economics in the School of Undergraduate Studies/ Liberal Studies: 1. Dr. Chirashree Das Gupta (App No. 18) 2. Dr. Priya Bhagowalia (App No. 12) 3. Dr. Mousumi Dutta (App No. 11) 4. Dr. Indrani Roy Chowdhury (App No. 19) 5. Dr. Kakali Mukhopadhyay (App No. 6) may be considered for a Visiting Faculty position.
2.	Librarian	08 June 2011 10:00 a.m. onwards	The Committee recommended the following candidates in the order of merit for the appointment to the post of Librarian, Ambedkar University, Delhi: 1. Dr. Debal Chandra Kar (App No.7) 2. Dr. Tariq Ashraf (App No. 22) 3. Dr. V.K. Jagajeevan (App No.24)

S.No.	Name of Position	Date and Time of Meeting	Recommendations
3.	Associate Professor (Sociology)	09 June 2011 10:00 a.m. onwards	The Committee recommended the following candidates in order of merit for the appointment to the post of Associate Professor in Sociology in the School of Undergraduate Studies/ Liberal Studies: 1. Dr. Amites Mukhopadhyay (App No. 2) 2. Dr. Jayati Lal (App No. 30) 3. Dr. Kiranmayi Bhushi (App No. 12) 4. Dr. Mahuya Bandyopadhyay (App No. 14) 5. Dr. Manisha Sethi (App No. 16) may be offered a position of Assistant Professor with three additional increments over and above her present pay and protecting her grade pay.

Annexure-III
Resol. No. 7/BOM/24.06.2011

Ratification of the recommendations of the Selection Committees for the posts of Assistant Registrar and System Administrator (IT) on deputation

In pursuance of the decision taken by the Board of Management in the 8th meeting held on 16.07.2010 authorizing the Vice-Chancellor to approve the recommendations of the Selection Committees for various positions, the Vice-Chancellor has approved the following recommendations of the Selection Committees for appointment to the posts of Assistant Registrar and System Administrator (IT) on usual deputation term initially for a period of one year:-

Name of Post (s)	Recommendations of the Selection Committee	Date & Time of Meeting
Assistant Registrar	The Selection Committee has recommended the following names in order of preference for the post of Assistant Registrar on deputation term initially for a period of one year: 1. Shri Sucha Singh 2. Shri Santhanam Iyengar 3. Shri Saqib Aziz 4. Dr. Ram Dutt Sharma 5. Shri B.K. Somayajulu 6. Shri Narendra Mishra - (for IT related functions) 7. Smt. Archana Sharma - (for Planning)	12 th and 13 th May, 2011 10.00 A.M.
System Administrator (IT)	The Selection Committee did not find anyone suitable for the post of System Administrator (IT)	9 th May, 2011 2:30 P.M.

The recommendations of the Selection Committees for the position of Assistant Registrar and System Administrator (IT) on deputation basis are submitted for ratification by the Board of Management.

Annexure-IV
Resol. No. 9/BOM/24.06.2011

Considered the Regulations for Hostels Maintained by the University

ORGANISATION OF THE HOSTEL ADMINISTRATION

1. The Directorate of Technical Education/Higher Education in a meeting decided that AUD shall manage the hostels located at Integrated Institute of Technology Campus, Dwarka, New Delhi, both for boys and girls, for the students of IIT, Government Engineering College, Jafarpur and Ambedkar University, Delhi.
2. The Vice-Chancellor of AUD shall appoint a Hostel Management Committee with Dean, Student Services as ex-officio chairperson. This Committee shall have representation from Integrated Institute of Technology and Jafarpur Engineering College. This Committee shall take policy decisions for the functioning of the hostels subject to the approval of the Vice-Chancellor, Ambedkar University, Delhi. The constitution of the committee is as given below.
 1. Dean Student Services (chairperson)
 2. Registrar
 3. Warden of Boys Hostel
 4. Warden of Girls Hostel
 5. Two teachers of the university to be nominated by the Vice-Chancellor.
 6. One representative each from Government Engineering College, Jafarpur and Integrated Institute of Technology (to be nominated by their Principals).
 7. Dy. Registrar (Student Services) -Member Secretary.

The members of the Managing Committee, other than the ex-officio members, shall hold office for a term of two years.

3. The Dean of Student Services shall advise the Wardens on matters concerning their functions.
4. The Sr. Warden in a hostel shall be the principal authority and Executive in all matters relating to resident students' welfare, their discipline and services as well as the administration and security of the hostels. The Sr. Warden shall be assisted by the other Warden and also assisted by full – time office staff i.e. Office incharge, Caretaker etc. The Wardens shall be responsible for the duties and responsibilities assigned to them.
5. At the Hostel level there would be Hostel Committee which is to be presided over by the Senior Warden. The other Warden and one representative each from Institutes sharing the Hostels i.e. IITD & CBPGEC]. The constitution of the Hostel Committee is as given below:
 - (a) Sr. Warden – Chairperson
 - (b) Other Warden
 - (c) Representative of IITD
 - (d) Representative of CBPGEC]
 - (e) One senior Girl resident
 - (f) One senior Boy resident

The Hostel Committee will be responsible to make rules for day to day functioning of the hostels, various facilities and timings etc. The Hostel Committee will have a separate Mess Committee. The Mess Committee will have one of the Wardens as ex-officio Chairperson and student representatives from both the hostels nominated by the Wardens to supervise functioning of the Mess. The day-to-day running of the mess should be managed by students.

6. There would be a Nodal Officer from each Institute sharing the hostels to form a Hostel Disciplinary Committee including the two Wardens to coordinate the functioning of the Hostels and ensure that Hostel rules and regulations are strictly adhered to by the residents and recommend

strict action for any violation of the rules including penalties and expulsion from the Hostels.

7. Subject to the control of the Board of management, the Hostel Management Committee shall have the following powers and duties:
 - a. To prescribe rules for admission of students to the Hostel concerned, the fees to be paid and the mode of payment and the discipline of the residents of the Hostels.
 - b. To submit to the Board of Management an estimate of the income and expenditure of the Hostels other than the one relating to the Mess of the Hostels and to incur expenditure within the limits fixed in the budget approved by the Board of Management.
 - c. To consider the Annual Accounts along with the Audit Report and after approval to submit the same to the Board of Management for information along with its comments.
 - d. To prescribe role and responsibilities of administrative, ministerial and other posts (other than the Warden) to determine the number and emoluments of such posts.
 - e. To grant leave to the staff according to the rules framed for the purpose.
 - f. To exercise administrative control over the staff of the Hostels.
 - g. To undertake other acts as may be necessary for the exercise of the above functions.
 - h. To deal with such matters relating to the Hall as may be assigned to it by Board of Management.
 - i. To write off losses and to exempt the payment of late fee /fine.
8. Every Hostel shall maintain such registers and records as may be prescribed by the University, and shall furnish such statistical information as the University may, from time to time, require.

9. Every Hostel shall submit each year a report on the working of the Hostel for the previous year, the number of residents and a statement of income and expenditure and such further information as may be required.

AUTHORITIES

DEAN STUDENT SERVICES

- i. The Dean, Student Services in the University looks after the general welfare of the students and their residential life in hostels. The Dean provides general instructions and guidance to the Wardens on matters concerning their functions. As far as hostel administration is concerned, the Dean's Office is the hostel authority.
- ii. When the office of the Dean, Student Services is vacant or when the Dean, Student Services is, by reason of illness or absence for any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

APPOINTMENT OF WARDEN:

Warden's appointment is made for two years by the Vice-Chancellor on the recommendation of the Dean, Student Services. The Vice-Chancellor may, however, terminate the assignment of any Warden, by giving at least one month's notice. The Wardens are entitled to honorarium as per rates and other facilities as decided by the University from time to time. While proceeding on leave the Warden will inform the Dean Student Services and hand over the charge to other Warden under intimation to the Dean Student Services.

DUTIES AND RESPONSIBILITIES OF WARDEN

THE WARDEN WILL PERFORM THE FOLLOWING FUNCTIONS:

1. Allot hostel rooms and guest rooms and supervise the implementation of allotment. (This function will not be delegated to any staff in the hostel).

2. Take disciplinary action against the residents for keeping any unauthorized guest.
3. Order double-locking of rooms of resident students and their re-opening, when required.
4. Take action for the eviction of defaulting resident students in consultation with the other Warden for mess bill defaults.
5. Coordinate with the Security Agency of the University about the overall security of the hostel.
6. Periodically verify the furniture and fittings of the hostel with assistance of the Caretaker, and take action for their repairs/replacement or for obtaining additional furniture, if required.
7. Look after general matters relating to health of the hostel inmates. Provision of health insurance of hostel inmates may be explored and worked out through some scheme of UGC or government.
8. Look after the common room and the sports and cultural programs of the hostel and regulate disbursement of money out of the hostel's recreation grant.
9. Check the bills prepared by the Caretaker for purchase of newspapers and magazines and arrange disposal of old newspapers and magazines and ensure that the sale proceeds are deposited in the appropriate head of account of the University.
10. Ensure maintenance of discipline and decorum in the common room.
11. Can permit the common room to stay open beyond the prescribed hours on a special occasion.
12. Pursue, at appropriate level, all complaints relating to common room equipments/gadgets and facilities like television etc.
13. Shall supervise all matters relating to hygiene, sanitation and cleanliness of the hostel.
14. Keep a control over the sanitation staff and their attendance and maintain the Attendance Register.
15. With the assistance of the Mess Committee, the Warden will:
 - I. Supervise the functioning of the Hostel Mess.
 - II. Keep a watch over the cleanliness of the dining hall and the kitchen and of the food preparation processes.
 - III. Conduct regular inspection of the kitchen room and the dining hall, especially when the residents take meals.
 - IV. Enforce discipline and decorum in the dining hall.
16. Ensure maintenance of relevant stock register for Hostels and ensure that stores are kept in good, efficient and hygienic condition.
17. Be responsible for drawl of temporary advance when necessary and for keeping watch over its adjustment.

18. Stop mess facilities in respect of residents defaulting payment of mess bills and recommend for appropriate action to the Dean, Student Services.
19. Stop mess facilities in respect of those who have vacated the hostel or have been evicted.

CARETAKER WILL BE RESPONSIBLE FOR:

Caretaker should work under the overall supervision of an officer appointed for the purpose. For girls hostel a separate lady caretaker be appointed.

1. Preparing and maintaining the master list of hostel rooms indicating the student's name, programme of study, centre/school along with local and permanent address/tel. with emergency contact number etc.
2. Assisting the Warden in allotting rooms.
3. Handing over possession of hostel rooms to allottees and obtaining from them acknowledgement of furniture and fittings in the prescribed Form.
4. Collecting and depositing guest room charges and issuing receipts to the guests.
5. Supervising the guest room(s), undertaking physical verification, by an appointed officer, of furniture/equipment, etc annually and to submit reports to the Sr. Warden/Dean, Student Services and to take action on losses/surplus stores.
6. Maintain room inventories in respect of each room.
7. Verifying hostel furniture, fittings, etc., periodically and also when a resident vacates room including on transfer within or outside the hostel and issuing a clearance certificate with reference to the items issued to the student and to charge damages if furniture/fittings are missing or broken, as per direction of Warden keeping in view the depreciation value.
8. Maintaining stock registers of furniture/non-consumable/consumable stores and history sheet register, as may be necessary.
9. Reporting and pursuing complaints relating to civil/electrical works. Repairs/replacements of furniture, fittings, water coolers, etc. and preparing a list of outstanding complaints with a view to ensuring that hostel life is smooth and neat and clean.
10. The caretaker has to inspect the hostel at least once a week thoroughly and record any defects etc. in the Caretaker's Register, which will be inspected by the Sr. Warden.
11. Once a week he/she has to come to work at 8 a.m. to locate leakages in water pipes, blockage of drainage, etc.
12. Indenting and stocking of electric bulbs and tubes and maintain their stock register.

13. Double locking residents' rooms and their reopening as and when ordered by the competent authority.
14. Assisting the Sr. Warden in eviction proceedings and preparing list of personal belongings of evicted students and keeping them in stock.
15. Assisting Warden concerned in disposal of old newspapers, magazines, etc. and to prepare information in the prescribed proforma.
16. Safe custody of receipt books lying in his possession and obtaining fresh receipt books whenever necessary.
17. Receipt and dispatch of all office correspondence related to Hostels.
18. The Caretaker will be responsible for the keys of hostel rooms when lying vacant or double locked.
19. Any other work assigned by Sr. Warden/Office In-charge/ Dean, Student Services.

DISCIPLINE

Overall discipline among students be maintained through the general discipline rules for all students. For Hostel inmates some additional clauses are included here.

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such powers as deemed proper to the Dean Student Services/Senior Warden or such other person as may be specified in this behalf.
3. Without prejudice to the generality of power of enforcing the discipline under the regulations, the following shall amount to act of gross indiscipline:
 - (a) Physical assault or threat to use physical force against any member of the teaching and non-teaching staff of any Institution / Department and against any student.
 - (b) Carrying of, use of, or threat of use of any weapon;
 - (c) Any violation of the provisions of the Civil Rights Protection Act, 1976;
 - (d) Violation of status, dignity and honour of students belonging to the Scheduled Caste and Scheduled Tribes;
 - (e) Any practice/behavior whether verbal or otherwise- derogatory to women or any action which is construed as sexual harassment under the regulation against sexual harassment.
 - (f) any attempt at bribing or corruption in any manner;
 - (g) willful destruction of institutional property;
 - (h) creating ill-will or intolerance on religious or communal grounds;

- (i) causing disruption in any manner in the academic functioning of the University system;
 - (j) Ragging as defined under the ragging regulations issued by UGC/AUD.
4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem appropriate, the Vice-Chancellor, may in the exercise of his/her aforesaid powers may order or direct.
- (a) That through due process any student or students be expelled; or
 - (b) any student or students be, for a stated period, rusticated; or
5. Without prejudice to the power of the Vice-Chancellor and Dean of Students Services as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary by the hostels and Deans of Schools in the University. Each student shall be expected to provide to himself/ herself with a copy of these rules.
6. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself /herself to disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University who may be vested with the authority to exercise discipline under the rules that have been framed thereunder by the University.

Annexure-V
Resol. No. 10/BOM/24.06.2011

**Considered the regulations on Recognition of Examinations/Degrees –
constitution of Equivalence Committee as Standing Committee of the
Academic Council (under clause 24(1)(viii) of the AUD Act)**

In order to enable the Academic Council to recommend recognised diplomas and degrees of other universities and institutions and to determine their equivalence in relation to the certificates, diplomas and degrees of the University under clause 24(1)(viii) of the AUD Act, the Equivalence Committee will act as the Standing Committee of the Academic Council.

1. The Equivalence Committee shall consist of the following:

- | | |
|---|-----------------------------------|
| i) Pro-Vice Chancellor/
Dean, Student Services | - Chairperson |
| ii) Dean, Student Services
One of the Deans of the Schools of
Studies (to be nominated by the
Vice-Chancellor) | - Member (Ex-officio)
- Member |
| iii) Two faculty members (to be
nominated by the Vice-Chancellor) | - Member |
| Special Invitees | |
| iv) Dean of the School concerned | |
| v) Programme Coordinator of the
Programme concerned | |

2. The Committee shall

- i) recognize and determine the weightage to be given to the examinations conducted by other Universities or other examining bodies;
 - ii) to decide conversion of grades of courses of credit transfer cases from marks to grades and grades to grades of AUD;
 - iii) decide equivalence of such examinations/qualifications as may be referred to it from time to time for the purpose of admission;
 - iv) decide on dispute(s) of transfer of credit of students earned by them from other universities/institutes as may be forwarded by the Schools of Studies;
 - v) withhold, suspend or cancel recognition of any examination/qualification or credit transfer for such reasons and for such time as it may deem fit; and
 - vi) decide on cases of appeal by students if they are not satisfied by the decision of the Schools in cases of credit transfer.
3. In special cases, the Vice-Chancellor may, if he/she is satisfied, grant equivalence/ recognition to any examination/ qualification of other Universities/Institutions and the action taken shall be reported to the Academic Council.
4. The Committee may determine the procedures for the transaction of its business. It shall formulate guidelines, for the purpose of determining equivalence and/or according recognition to examinations/ qualifications, with the approval of the Academic Council.

Annexure-VI
Resol. No. 11a./BOM/24.06.2011

Considered the proposal for Establishing a
Centre for Community Knowledge (CCK)

PROPOSAL
CENTRE for COMMUNITY KNOWLEDGE (CCK)

Bharat Ratna Dr B.R. Ambedkar University, Delhi

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1. Executive Summary
2. Concept Paper
3. Rationale for setting up the Centre
4. Locating the Centre in AUD
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8. Structure

Annexure 1	Progress Document
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Annexure 3	Report on the International Conference on Digital Archiving of Community Knowledge

1. Executive Summary

The Centre for Community Knowledge is a proposed unit of Ambedkar University, Delhi (AUD) within the organisational structure of the University. It is planned as a premier institutional platform in India in interdisciplinary areas of Social Sciences, to link academic research and teaching with dispersed work on Community Knowledge.

At a time when development is faced with multiple challenges, the Centre for Community Knowledge aims to document, study and disseminate the praxis of community knowledge, so as to improve our understandings of our living heritage, and integrate community-based knowledge in the available alternatives. Drawn from living experience, and mostly unwritten, oral and practice based, community knowledge can play a crucial role in these transformative times in a number of areas, including the empowerment of marginal communities, adapting to environmental impacts and changes in public policy.

The purpose of the Centre would be to foster a reciprocal dialogue between knowledge from the margins and the mainstream, in the absence of which, local community knowledge's and its cultural identity will continue to lose out. The Centre will sensitize the empowered, beginning from the academic and scholarly community, to the fact that alternative systems can have equal validity and the community has to arbitrate on how it wishes to move forward.

2. Concept Paper

Glimpses of community knowledge in action

Example #1

Across three districts in the dryland farming belt of lower Madhya Pradesh, farmers use a variety of rice – 16 (*solah*) *Number* – as the seed of choice to maintain food security. And it is a variety that has stood the test of time. It is not a hybrid variety, and neither is it local, yet has the best ability to resist drought and irregular rainfall. Its continuing fertility rules out a lab-bred hybrid origin, and researchers estimate it to be a pre-green revolution variety of the 60s, in the days when successful local varieties were collected and given official status.

This community learnt adaptation for ensuring food security in times of unexpected environmental and climate change, brings to attention a need for '*agroecological*' *strategies* to address environmental issues, *to integrate traditional, community-based knowledge*, create opportunities for the poor farmers and include social scientists in the policymaking process.

Example #2

The identity of the narrow lanes of Shahjahanabad, the 'Old' Delhi was linked to different crafts so that whole areas were known by the skills that thrived there - streets of bangle makers, washermen, needle workers, toolmakers, dyers, basket weavers.... While some craft conglomerates have disappeared, perhaps forever, others are alive. From specialised crafts to a wholesale market – the Old City's journey into unplanned, modern day urbanisation has meant the transformation of its old havelis into godowns and storehouses.

Viability has become the new economic password - easing out crafts that are no longer in demand. Islamuddin and his son work with metal, making diesel engine parts. But talking to him reveals a rich and varied trajectory. The family made ornate swords in the time of Shahjahan himself, moving onto gun making in the colonial period. Another family pulls out a book from their collection – revealing '*Kaareegaron ke Alfaaz*', part of a four-volume work, a sort of lexicon of the language and terminology used in different crafts. It describes many crafts that are not to be seen at all now, while the complex terminology and the fine differentiation of meanings informs that *artisanal crafts were highly evolved and specialised skills*.

Example #3

As the younger generation of the village moved out, decreasing the pressure on the land, the village assembly of Ghaji in Nagaland declared around 100 sq km of commonly owned forest land as a conservation zone in 2003.

However, some months later, a resident and farmer of the village declared that he needed to farm in the traditional jhoom fashion. A village assembly meeting was convened to handle the economic circumstances involved, and a temporary solution created through the creation of village conservation guards, with a allowance from the govt. The individual was recompensed for his immediate economic setback, while the village assembly bought time to understand how conservation can turn into economic benefit for the village community.

To do this successfully, it becomes necessary *to explore the traditional knowledge available with the local communities* which are linked with jhoom cultivation. It is a knowledge system of the landscape; and includes agriculture, homestead cultivation, secondary forests in fallows and mature forests. Jhoom has several ecological advantages in the hilly forest terrain. The food produced in jhoom along with food collected from forest can and does provide year round household food security.

Example #4

In the Banaskantha area in Kutch, a rich tradition of *Juthis* which the *Mochis* would themselves embroider with their awls (similar to crochet). Their women folk decided to innovate and create a marketable product on cotton cloth. The men folk, the mochis, could decorate without drawing out the design on their leather juthis. The womenfolk had to transfer and transform the design on woven fabric, through perforated tissue paper placed on the cloth, speeding up the process and making the design and product replicable.

In a recent innovation in Rajasthan, the women of the leather working community transform craft patterns onto cloth using paraffin and charcoal dust. The processes at work behind this and other successful cross fertilisation and revitalising of craft tradition in communities range from skills and artisanal knowledge, to changing gender roles in the craft within other socio economic conditions.

As times change, so does *the praxis of community skill*. At a time *when development is faced with multiple challenges*, it is important to build a wider understanding of the body of knowledge that traditional communities carry about their craft.

Example #5

The artisanal seafaring tradition of India is different from that of the West. Its knowledge and its components are preserved as an oral tradition, disseminated and assimilated through signs and gestures with appropriate instrumentation. The know-how of boatbuilding and navigation also largely existed as oral tradition, with sensory reaction to wind, current and swell. This rich, diverse and ecologically sound seafaring tradition today lies totally obscured by western derived, government supported western technology. There is a need to record and conserve this tradition before the last of the carriers of this tradition are lost, as is their lore and tradition. This can be done by a study of living traditions of maritime history as carried by seafaring communities, and current artisanal fishing endeavour.

The maritime traditions of island cultures subsisting among the Nicobarese, in the Andamans, the intrepid sailors of Lakshadweep of which vestiges can be traced today and fishing groups in Kerala, form a valuable repository of nautical data. The urgency to record and collect this information stems from aspects such as depletion of ocean flora and aquatic life, pollution of shore line, estuarine waters and ocean floors, a concomitant of changes in water level. The data would also provide windows to technical aspects such as traditional nautical procedure .

Besides improving livelihoods, *dissemination of this community based information will add to our understandings of our oceanic heritage.* Simultaneously, collaborations with other heritage agencies and other institutions like Science Museum will allow the children of Delhi to see monuments like Jantar Mantar as more than isolated curiosities.

Example #6

Concepts and practices pertaining to diet, work, daily routine and lifecycle are more coherent than generally viewed and constitute the health culture of a region derived from indigenous medical traditions. The healing skills they recognize and work with range from bone setting to restoring mental balance, and birthing and infant care

In a metropolitan setting, the traditional medicine of vaidyas and hakims, has in many ways been reconstituted, laying emphasis on its medicines. The expansion of urban lifestyles, requirements of migrant populations and pervasive medicalisation of everyday life has advanced the relevance of therapeutic services in the urban context. By assigning autonomy to technology, diagnostic techniques are made use of by non-allopathic healers, as innovation occurs from within a 'system'.

With an awareness of healthcare traditions across cultures, individual practitioners negotiate the ground between tradition and modernity. In another setting, it also enables them to recognize that specific birthing skills used by dais, can be observed in other communities and health care cultures as far as northern Europe. A suitable vehicle for documentation of knowledge and practice , and methods of medicine production has to be devised, if *the authentication of local health traditions and practices* is to be perpetuated in any form.

What these examples suggest are the different ways in which diverse contemporary 'marginal' societies, from around the country, combine available skills from across traditional and modern disciplines to negotiate modernity, tradition and multiple changes. Yet, while doing so, they try to retain, highlight and protect relevant constituent elements of their existing cultural heritage.

Some of these examples also suggest how the current phase of development is characterized by the predominance in the economy and human activity of information, communication, and knowledge that, because of ignorance, is unable to enrich itself from community knowledge . As Knowledge plays an increasingly important role in the global economy, the asymmetries of the existing world knowledge environment, makes indigenous/ community knowledge, with its potential and possibilities, continue to come a distant second. And if it does make an appearance, the knowledge is usually separated from the knower, and therefore of little benefit to them.

Global warming, ecological collapse, globalisation and the after effects of breakneck industrialisation are slowly forcing a reappraisal on the part of societies in transition. Community knowledge can play a crucial role in these transformative times in a number of areas, including the empowerment of marginal communities, adapting environmental impacts, suggesting changes to public policy, fostering political stability and other areas.

The demands of equity and sustainability are applying pressure on the development process, and knowledge interests are beginning to coincide. The Centre would sensitize the empowered, beginning from academic and scholarly community, to the fact that alternative systems have an equal validity and the community has to arbitrate on how it wishes it to move forward. And in this way, *the Centre will foster a reciprocal dialogue between knowledge from the margins and the mainstream*, in the absence of which, local community knowledge's and its cultural identity will continue to lose out. This process will also enrich and expand the existing data base available to mainstream academia.

Towards dialogue between knowledge environments ...

Upon reaching the sources of knowledge at the sites of production, the logic of ***community knowledge collection requires an examination of its cultural universe, the material objects, the technological processes and work procedures, and of oral sources.*** Since it deals with knowledge which belongs to intertwined domains, a fair amount of research and understanding is required to make it useful for the participant, the academician, as well as the development practitioner without harming the participants' interests. In this process it is important to bear in mind liminalities separating the academic researcher from the community aspirant.

Re-presenting 'marginal' cultural identities has other caveats too. Different communities, by virtue of their location on the socio-economic and geographical map, are not at the same stage of 'modernisation'. Therefore, what seems unique and common knowledge and simple understanding to 'insider' members of a community, may be seen as cross cultural knowledge to an 'outsider'.

There is a serious rupture to processes of transmission of knowledge and techniques in domains going through periods of crisis or which are being subjected to major transformation. A scholarly initiative, ***designed to preserve and ensure the vitality of the cultural knowledge and resources of 'marginal' communities,*** will automatically improve the understanding of different ways in which ***community knowledge can be of value in a changing world.***

Local authorities , and mainstream knowledge users, even when living and working in 'marginal' and 'tribal' areas are often under the impression that such communities have no or few rules and that their cultures are 'weak', and their ability to manage change is ephemeral. On the other hand, research on customary practice among tribal and 'marginal' communities reveal practices and understandings that are dynamic, ecological and resource based apart from being embedded in cultural practices.

To build a full understanding of local community traditions, it would be necessary to be aware of the knowledge base from which the collection is being made. Collection must be with the knowledge of the local community, so that as many facets of the knowledge base or 'praxis' are articulated, and with equal partnership of the informant and the local community. A bridge has to be formed ***linking academic expertise with the existing community resource persons*** so that an authentic, organic and visible knowledge data bank can be established.

The Dynamics of Community Knowledge

Community and Indigenous Knowledge is largely Oral, and has rarely been recorded or validated by social science or the scientific method. Moreover, most of such knowledge is localized and transmitted orally and is typically uncoded. Therefore, recording and validation may serve to analyze and incorporate such knowledge in a validated corpus with the aim of promoting local sustainable development and redefining mainstream views of applicable knowledge.

However, contemporary application of Indigenous Knowledge can be sustainable and successful if the concept behind the praxis also befits the context in which it is incorporated. Whether carried out by members of the community, or by social scientists or scientists engaged in expanding the frontiers of knowledge, implicit in this process is the understanding that community knowledge is more than a technical understanding of its material culture. The proposed actions should make it clear that present day practice of oral knowledge is built upon the legacy of a community's past. Any wider application of its use, should be with the approval and involvement of the holders of such knowledge, innovations and practices

By building connections with the communities, groups and individuals, like those mentioned in the earlier section, *the proposed Centre can aid in redressing the relative neglect faced by Local Community Knowledge*. By promoting its examination in academia, government establishments, private and public sector, by linking it to centres of excellence in different spheres of human endeavour, the proposed Centre will also be acting in line with the philosophy of Ambedkar University to contribute to the cause of equality and social justice, empowerment through knowledge and the promotion of excellence.

3. Rationale for setting up a Centre for Community Knowledge (CCK)

As discussed above, India has lessons from successful cases of rural innovation involving the actual generation and utilisation of knowledge in socially, economically and ecologically progressive ways. These cases reveal how the content of formal knowledge itself can be shaped by real felt needs and coalitions of local/ relevant actors.

There is need for an institution that promote critical studies of community knowledge, so as to be able to authenticate, document and bring into academic discourse, the 'overlooked' areas of 'oral' and 'community' knowledge.

At a time when development is faced with multiple challenges, the Centre aims to document, study and disseminate within multi-disciplinary perspective and framework, the praxis of community knowledge, so as to improve our understandings of our living heritage, and integrate community-based knowledge in the available alternatives of development, with equity and social justice. The proposed Centre is envisaged to meet this need by serving as an independent and dedicated technical institution, with a mandate to expand the scope for public debate and more informed decision-making on the generation and utilisation of knowledge for community development in India.

The vision of the Centre is for it to evolve into a unique , independent/ autonomous entity with the capability to *expand the landscape* of oral and community heritage studies, *strengthen the momentum* for oral and community knowledge studies, and critique and *provide policy related* advice and expertise in a multidisciplinary academic setting.

In more practical terms, the Centre will serve as -

- a **hub** for documentation and knowledge creation through multi disciplinary research and dissemination
- a **sponsoring node** for a network of community digital archives engaged in academically supported documentation of their heritage
- a **single window** for technical expertise , training and nodal support for the growing network of oral archives , including the planned national oral repository

4. Locating the Centre in AUD

Globally, institutions with a comprehensive mandate for oral and community studies , are located in university settings rather than being 'stand-alone' , to take advantage of the technical resources available, provide a scholarly and professional status to community knowledge, and narrow the gap between oral and codified knowledge. The proposed centre for Community Knowledge (CCK) is also conceptualised in this frame, while working in an area of contemporary importance.

It is proposed to be located within the organisational structure of AUD, which is in itself has a multi-disciplinary academic environment, and is focused on equality and social justice. It is expected that such a position of the Centre in this University will give it necessary professional and multi disciplinary support, through its links with the University's academic and research programmes , like the School of Development Studies, School of Human

Ecology, School of Human Studies, School of Culture and Creative Expressions and the School of Law, Governance and Citizenship, Centre for Early Childhood Care and Development, among others.

AUD already has in its faculty social anthropologists, development economists, historians, linguists, social workers, educationists, lawyers and creative practitioners, who may have interests and competence relevant to the centre. They could serve as available technical resource, within a multi disciplinary paradigm. This could be of mutual benefit as the proposed Centre would provide a platform for research (as well as the creation of some teaching courses) for such an interested group of scholars.

The Centre will in turn add to the knowledge base of the University with regard to oral and local community knowledge and learning, particularly from a cultural / anthropological / historical perspective, through its own field based action research and other curriculum, participative capacity building and training related activities, and contribute to bridging the gap between formal and oral un-codified knowledge. This would also impact on the recent emphasis on the Right to Education articulated by the Central Government.

5. Mission Statement

The mission of the CCK to "promote the study of local community knowledge and practice as a means of democratizing the knowledge society, and working towards social justice and human rights in a globalizing world." It will do this by becoming a national and global leader and innovator in developing excellence in local community knowledge archiving, research, teaching, dissemination and collaborative community development.

The program of the Centre would be derived from this mission statement, and developed in consultation with National Mission on Intangible Cultural Heritage (formed but yet to be launched), National and State level Museums and Archives; Anthropological Survey of India, Museum of Man, Archaeological Survey of India, other Governmental and private cultural Institutions, universities and academic institutions, development organisations and international Institutions like the UNESCO Memory of the World, Erasmus Mundus, etc. The Centre would by itself, and by networking with existing and emerging oral heritage professionals and institutions, serve as a technical resource for oral and community knowledge collection, archiving and dissemination in the public, private and voluntary domains.

6. Objectives of the Centre

6.1 Broad Objective

To play a pivotal role in building an access to cultural and intellectual resources that enlarge the vision of what it means to be human, and offer wisdom and experience that foster respect for difference, empower the disenfranchised and promote social justice and ecological sustainability.

6.2 Specific Objectives

The Centre will work in the emerging field of interdisciplinary research in oral and community knowledge by creating programs to bridge the divide between scholarship and practice, in order to,

- a)* Achieve an understanding of knowledge and practice heritage , oral or otherwise, of Indian marginal artisanal, rural, fishing and tribal communities. Such a documentation and study by mainstream researchers and the community members, would aim to build validity of the knowledge and transmit this to the mainstream.
- b)* Identify opportunities where detailed field research can contribute to changing attitudes and better policy making for development. Besides, this will enable the community itself to chart its own course in change and modernization, as well as promote sustainable future use of this knowledge across a wider area.
- c)* Conduct interdisciplinary research in collaboration with other AUD schools and centers, and with invited scholars and institutions, professionals and practitioners, to strengthen the Center and other AUD academic and research programmes
- d)* Devise programs that will try to make the carriers of such knowledge creative in the evolving society, while enhancing social science's understanding of such social, economic, ecological and cultural phenomena
- e)* Act as an advisory body for policy makers and planners, and develop capability to advise in interventions in local communities.

7. Functional Domain and Related Activities

7.1 Research and Documentation

The goal of the Centre is to explore the largely uncharted area within local communities to collect information that is as 'authentic' as possible, and to introduce this work into other academic disciplines. Promoting high-quality, relevant *interdisciplinary research* will make the university and its work

relevant and beneficial to the communities in the field. There is an increasing recognition in the social sciences of the importance of integrating analysis of narratives and lived histories and experience to inform social science research.

To achieve this, the Centre will conduct and promote research programmes in chosen frontier and interdisciplinary areas of the humanities, social sciences and science, and organize seminars, workshops and symposia on these areas; to integrate understandings across disciplines and the usually segregated research and development components, and lead to a reciprocal dialogue between sources of knowledge.

To collect digitally, audio-visual testimonies and practices of oral and intangible knowledge pertaining to community and indigenous understanding; by recording work, life and livelihoods, their cultural manifestations, ecological and technical processes, and connected tools, methods and practices.

The Centre will be a hub for developing an *innovative Ph.D. Program* in local knowledge studies, that will facilitate the acquisition of Ph.D. and other academic credentials by knowledgeable members of the community. This will support knowledge leadership and also build appropriate building blocks to transform their specific knowledge system into one of pedagogic replicability.

Specific work elements and programs to actualise these could be,

To establish a resource centre for documentation, database information, research, development and training on the subject of Community Knowledge;

To gather data and facilitate the documentation of Community Knowledge in the fields of rural industries, craft and artisanal technologies, environmental and ecological management, education, health, and agriculture;

To arrange and organise seminars and workshops for development and dissemination of Community Knowledge, and also to promote technological abilities in the domain of IT to user groups.

To identify and develop field research methods at selected field sites and at the Centre, through direct studies, collaborations, and other academic support and interventions.

To promote critical studies of community knowledge, so as to be able to authenticate, document and bring into academic discourse, the 'overlooked' areas of 'oral' and 'community' knowledge.

To establish an annual Scholar in Residence at the Centre, who will contribute towards a creating a body of knowledge on a related, connected or associated theme.

To establish and award Ph.D degrees which are inter-disciplinary, field based, and acknowledge the vocabulary and validity of knowledge carried by local practitioners.

To create research programs that can contribute towards credits for Degree/Diploma Programmes in other departments.

7.2 Archiving and Dissemination

The Centre will analyse and disseminate indigenous community knowledge, keeping pace with the latest developments in Social Science, Science and Information Technology. This will require academic interventions and collaborations to serve the needs of selected community, wider public and policy makers as well as to enter the academic programmes of the university.

With the objective of documenting and conserving Cultural Knowledge and Practice as a Strategy for Sustainability, the Centre will promote the establishing of *community archives and resource centres*. These community digital archives and archiving will preserve recordings of traditional lifestyles and cultures, innovations and practices. Cultural protection will increase public interest in youth and wider public, and promote use of indigenous and community knowledge and culture. These community centres are to be created by members of the community, who are in any case are the best to follow the local lore and language and will recognize the various details of the practice. The community centres will coordinate field study of local knowledge and practice, in collaboration between scholars and practitioners

Promote technological innovation in field information collection and academic research by *using digital media for collection and archiving*. Oral testimony and practice can now be recorded digitally, while archiving is using multimedia software. This format allows field centres to rapidly collect and build Knowledge Base records in a suitable format. Easy up-dating will encourages expansion of the Network of contributors, and enhance the information available to users. Worldwide, major archives and research centres have begun to develop standards for preserving digital data, and the Centre will continually work on evolving standards for digital archiving for its own digital archive, as well as the proposed national repository.

Specific work elements and programs to actualise these could be,

To develop an in-house system of digitally storing and retrieving records of Community Knowledge Systems with the support of University IT Services;

To publish monographs and reports on frontier and interdisciplinary areas of sciences related to Community Knowledge Systems.

To develop digital documentation and archiving (audio, visual and textual) systems located both in the field and at the Centre. And so lead to creating access to a virtual meeting place for studies , dissemination and research on oral, indigenous and community knowledge.

7.3 Networking and Partnerships

To facilitate directly and indirectly, opportunities for scholarly support to field locations and supporting exchange and participation between groups, institutions and individuals active in the field.

To research legal guidelines, laws, policies and administrative arrangements for indigenous knowledge protection, emphasizing prior informed consent before such knowledge can be used by others.

To work with other institutions within the country and globally, that examine local traditions, promote and revitalise practices , knowledge traditions and innovations.

Identifying and involving *external facilitators*, to ensure that the collection process is based on complete partnership with the community, and able to frequently assess the collected information for its usefulness and suggest directions the research practice (if one can call the process that) can take.

Developing *campus - community partnerships* by inviting scholars-in-residence, students and research associates of diverse (academic and non-academic) background to conceptualize and carry out oral archiving and knowledge collection projects within the context of multiple cultural and linguistic diversities. Knowledge collection is a proven and highly effective means of achieving knowledge transfer, as seen in local indigenous (called First World) communities in N.America, Africa and Australia. The Centre will carry this forward through community-based projects and innovative training programs. These will be developed in cooperation with and through input by communities, oral knowledge and craft researchers.

The Centre will take a lead role in *exploring these technological, legal and ethical challenges* in the Indian context. While training research & documentation students in the use of digital hardware and software, it will help them ask critical questions about the use and practice of such tools. In cooperation with social scientists and others, the Centre will develop best practices for community knowledge archives in India and the non-western world. The Centre will pursue innovation in audio and video digitisation, and be a leader in open source and transparent digital database management.

Specific work elements and programs to actualise these could be,

To provide administrative, managerial and organisational support and services to visiting scholars and affiliated field sites and research projects at the Centre;

To develop a pedagogy of learning about oral community cultures, by networking with other knowledge and policy making agencies on matters

relating to community knowledge. This is expected to be of mutual benefit to the Centre, field program and collaborating agency.

To develop partnerships, and explore funding opportunities for documentation, action research and dissemination of community knowledge and practice. Possible collaborations would be sought with other organisations, national and international, working in this area.

8. Structure of the Centre for Community Knowledge

Organisational Status and Structure – The CCK is proposed as a unit within the organisational structure of the University. It will maintain close links with the Schools within the University, like Development Studies, Human Ecology, Human Studies, Culture and Creative Expressions and Law, Governance and Citizenship and work in collaboration with the IT Services of the University. These schools will provide technical support to the CCK, particularly in research, documentation and evaluation.

The Centre will have a small core team, to lead and coordinate its functions, consisting of a Director and small supporting faculty, and together will oversee administrative and research activities, including an archiving and documentation. In addition there will be research scholars and associates, associated with specific field projects, drawn from other Schools in the University, or directly engaged by the Centre.

The Centre's activities will be supported by a small panel of advisors/consultants, drawn from eminent scholars and practitioners, who will be actively involved in specific programs of the Centre.

Networking and Partnerships

In the dual interest of sustainability and strengthening the momentum for CCK, the Centre will implement its program by engaging / networking with existing resource institutions, to the extent possible. Consistent with this approach, various modalities will be explored, such as, but not limited to,

- Engaging with other teaching and research and related institutions and agencies through a MoU on their post graduate and higher research and study portfolio in terms of a shared and planned program.
- Building networks between local communities, academic institutions and policy making bodies across identified states, districts, villages or urban settings, for documentation, action research and dissemination. This is expected to be of mutual benefit to the Centre, field program and collaborating agency.

Quality Control

The Centre programmes will be finalised in consultation with an *Advisory Committee* chaired by the Vice Chancellor, AUD, and members from related Schools, external institutions like the Anthropological Survey of India, Museum of Man, ICSSR, Ministry of Culture, Rural Development, Agriculture, Environment, Development agencies & NGOs, and some practitioners. The Advisory Committee can meet bi-annually, review progress and make suggestions for next cycle of planning.

Other committees of Research and Archiving, will be drawn from Centre staff, other schools and disciplines of AUD, external agencies and independent practitioners. The terms of reference of these committees, who meet on a 'as-and-when' basis, would be to provide specific technical advice and support, and contribute to assuring quality in its products. The director of the Centre would be the Convener of these committees.

Background and Activities so far

1. Presentations and Meetings with AUD faculty

Beginning from 16 December 2009 at the Dwarka Campus, the Centre for Community Knowledge (CCK) has made presentations and met with AUD faculty and other interested individuals and agencies. The presentations were well received, and since then have led to engagement with various faculty members of different AUD schools in various research projects and study of community cultural knowledge and heritage.

2. **Consultative meetings** have been organised with experts, representatives of institutions and independent researchers and field workers from NGOs working in the area of community and oral indigenous knowledge. At the consultation on 18 December 2010, the possibility of having a University based Centre of Community Knowledge so enthused the discussions, that the National Innovation Foundation, IIM-Ahmedabad, has agreed to underwrite *five research fellowships* for the Centre to award to chosen researchers and research studies.

3. International Conference on Digital Archiving of Community Knowledge (Report attached as annexure 03)

An International Conference on Digital Archiving of Community Knowledge was organised from December 15-18, 2010 at New Delhi. Collaborators for the Conference were the Anthropological Survey of India, the Centre for Cultural Resources and Training, and the Ministry of HRD. 52 participants attended this event, which was a mix of interactive sessions and speeches.

Keynote Speakers included the Director of the World Oral Literature Program, Cambridge, UK; the Editor of Cultural Anthropology, USA; the senior Cultural Anthropologist from Anthropological Survey of India; and engineers from Indian IT industry specialising in multimedia database management. The conference was well attended, and has helped the Centre develop a network of technical and field professionals whose skills, knowledge and experience are useful in creating a university held digital Multimedia Archive of community and Oral Knowledge.

Financial support for this conference was received from the Anthropological Survey of India (Rs 75,000), Centre for Cultural Resources and Training, New Delhi (Rs 75,000) and Ministry of HRD (Rs 1.8 lacs).

4. Interaction with potential partners, collaborators and funding agencies.

The CCK has been engaged in developing collaborations, planning with partners and fundraising for projects in the documentation of community knowledge. This has involved travel to the field, and the Centre plans to start with two field projects, in Delhi and Mon District, Nagaland.

In Delhi, the project on Documentation of Community Knowledge Heritage, will collect community and intangible cultural heritage content for the planned

Delhi City Museum. This museum of the City's Heritage and Culture will be situated in the restored Dara Shikoh Library, Kashmere Gate, Delhi. The project will be a collaboration of the CCK, with *INTACH, Delhi Chapter*, and is being financially supported from the *Govt. of Delhi NCT*.

In Mon, Nagaland, the project on Documentation of Community Cultural Resources will collect and develop content for the Tribal Heritage Centre at Mon. The project will be a collaboration between the CCK, the *Anthropological Survey of India*, the District Administration, and WALO, an active local community organisation. The *Dorabji Tata Trust* has expressed an interest in financially supporting the Project.

Work is underway to design and develop systems a *Digital Repository of Community Knowledge*, that will be developed and maintained by the Centre. This will be populated by content created from Centre's own projects, and also by digitising content pertaining to community knowledge content held by other individuals and institutions.

The *Anthropological Survey of India* has expressed strong interest in collaborating with CCK in two of its planned projects - the Mon project and the Digital Repository. In this connection, the Centre has been invited to participate in the deliberations of the proposed National Repository of Oral and Traditional Knowledge, being created under the Ministry of Culture.

5. Other organisations that have approached the Centre for assistance in their research studies include, and are in the process of signing MoUs are,
 - a) *National Institute of Oceanography, Goa*, for a project on Archaeological, navigational, technological and ethnological aspects of traditional maritime practices of the Goa and neighbouring coasts.
 - b) *Gauhati University Institute of North East Studies*, for collaboration on identified projects on community knowledge from the North East region of the country, as well as developing a digital repository.
 - c) The Centre has been approached by the *Centre for Cultural Resources & Training (CCRT)*, New Delhi, to collaborate in the development of *courses on intangible community cultural heritage* for of college students. In this connection, the Centre is being given access to the audio visual collections, with a view to digitising and archiving them.
6. The Centre has also facilitated creation of research fora within AUD, the *North East Research Forum* and the *Delhi Research Forum*. The purpose of these are to interest and engage faculty members of other schools in the university to embark upon in research and documentation projects in the Centre's areas of interest.

Other Projects being explored

	<i>Project</i>	<i>Present Status</i>
1.	Building AUD Repository content through collections links and sharing of information available, digital or otherwise. Digitising and hosting the shared information.	Initial steps have been taken to contact owners of off-line, individual private documentation and pre-digital (photos, drawings, notes, recordings, etc) collections of interest in the area of community knowledge. Members of the advisory committee are contacting collection owners for this initiative.
2.	Birthing and infant-mothercare practices under the Traditional midwife or 'dai' system.	The Jeeva project (Centre for Womens Development Studies, Delhi & Tathapi Trust, Pune) has approached AUD-CCK for additional researchers for the project. Discussions on this are underway.
3.	Traditional Coastal Fishing Communities - technology and self governance in the coastal zone.	A project to provide an authenticated database on environment and governance of the coastal zones. The project will revisit the coastal villages including those covered by the 1961 census, to see where matters stand today. A draft project proposal is being worked on in collaboration with the South India Federation of Fishermens societies (SIFFS).
4.	Assam traditional inland fisheries	A project proposal and draft budget has been made in collaboration with the Central Inland Fisheries Research Institute, Guwahati. Funding is being sought from the DST and CSIR under the Indigenous Knowledge schemes.

5.	Nicobar – To digitise community knowledge and practices in the pre-tsunami period, and to strengthen institutions being planned in the post-tsunami period. Prime importance will be given to ecological and environmental factors.	Project Proposal and draft budget is being prepared. Anthropological Survey of India is being explored as collaborator on the project, and co-funding will be sought from The Island Development Authority, New Delhi, A&N administration and MoEF.
6.	Documentation of Community Cultural Resources for the planned Community Heritage Centre, Gondwana-Satpura region, MP	Project proposal of Phase 1 and 2 of the project is being made. Co-collaborators of the project to document and highlight community cultural heritage and knowledge of dait and adivasi communities are, CHAVI, Khandwa, MP and Jatan Trust, Pipariya, MP.
7.	State of Crafts Communities today – a print and online directory. Towards a policy document for the 12 th Plan.	This project is under discussion with the Crafts Museum, New Delhi and the Crafts Council of India, Chennai.
8.	Developing content of a course for identifying traditional textiles and other crafts and their use and uniqueness for the Crafts Museum. The course will be meant for staff and others in museums, emporia, etc to promote the craft products.	The project is under discussion with the Crafts Museum and international subject experts will be identified and drawn in.

Centre for Community Knowledge - AUD

Implementation Plan

In the interests of maintaining a long term vision and continuity, especially in the early years of the Centre for Community Knowledge (CCK), it is felt that the Centre should have a small core team whose members have a long term stake and involvement in the Centre.

As the country's first University Centre engaged in the study of intangible community knowledge, the primary objective in the early years will be to develop the field of study of community knowledge, by continuing field work based research, and the operation and administration of digital cultural archives.

The Centres activities and requirements are of two kinds – core or long-term and project oriented, or short-term. This document is an outline of the core activities and structure of the CCK, and the requirements to enable this.

1. Activities

The Centre based at AUD would be responsible for identifying and defining *projects and collaborations*, organizing funding, detailing project activities, monitoring their implementation, overseeing aspects such as the research and analysis as also dissemination of the archived data among stakeholders.

The Centre would direct the creation of an open access *repository of digital media* data from projects, promote and initiate academic research and analysis of information contained within, and formulate innovative digital presentations of this data for the source communities and a wider public, to involve them in the process of digitizing community knowledge.

The Centre would also be responsible for *academic liaison* with other schools and centres of AUD, as well as other academic and research institutions. It will be responsible for fostering academic and research involvement of these institutions with its field and archival activities, and act as a bridge to support and re-connect social and community groups, policymakers and cultural sector professionals and academia. A fuller description of the activities is give below.

A. Research and Academic Programs

1. Defining research objectives for field projects, defining scope, hiring researchers, and making periodic assessment of findings and analysis.
2. Designing and developing structures and methods for scholarly analysis of culturally encoded community knowledge information.
3. Coordination of Projects, managing researchers and their research studies, leading to the compilation of findings and publications of study analysis and reports.
4. Selecting students for AUD-CCK fellowships as announced by National Innovation Foundation, IIM Ahmedabad and other sources.
5. Designing, developing and implementing courses and training programmes for scholars and researchers that foster community led ethnographic documentation, and promote use of digital media in fieldwork.

B. Documentation and Archiving

1. *Conceptualising the AUD Digital Repository of community and oral heritage knowledge content*, that is collected in audio, visual and multimedia data formats, and will support research by preparing data for analysis.
2. Designing and developing documentation and archiving system, including creating data standards , developing data flows, and designing and prototyping repository, archiving and support platforms that will make the collected data accessible to researchers.
3. Implementing a database systems management solution for the AUD Repository, that will cover the field from content acquisition, to developing work-flows for content processing and management, to processing the archived content.
4. Developing training schedule and courses for *AUD Repository* staff, project partners and users, in documentation practices and digital archive administration, and executing training related consultancies.
5. Developing guidelines for cultural heritage collections, especially digital archives, and for curating community cultural archives that will develop public awareness of community knowledge heritage, and creatively promoting sustainable community cultural development.

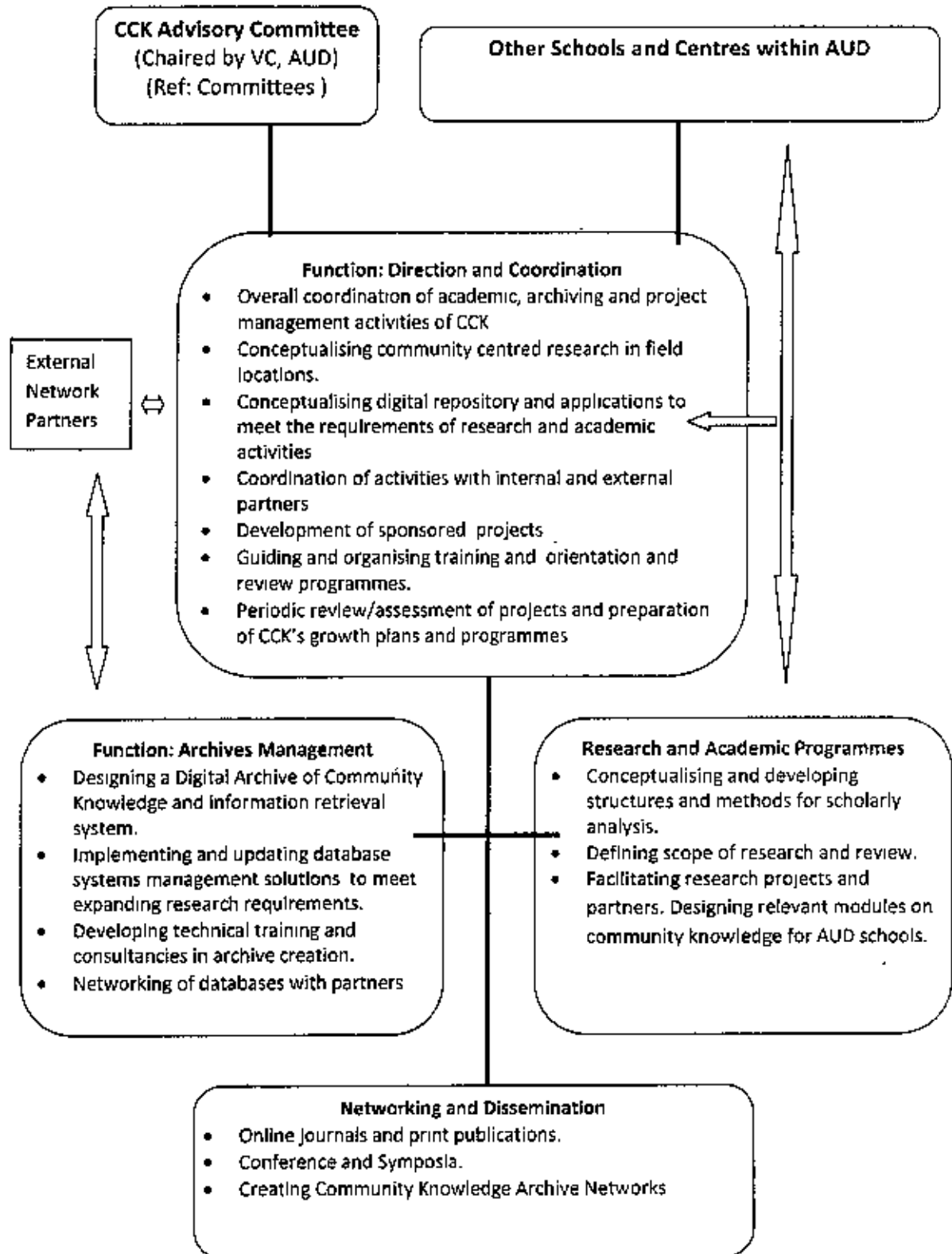
C. Dissemination and publication.

1. Developing multiple dissemination initiatives for the CCK for the AUD Repository, both online and offline, to enhance the visibility of community knowledge information and promote its use in scholarly analysis.
2. Creating an interface for the online Repository, that highlights content, has regular updates and improvements, and is actively networking with other archives and institutions, and creating focused mailing lists.
3. Starting an online journal, on community knowledge and related ethnography in the digital age with contributions invited from CCK and AUD projects and elsewhere.
4. Initiating a publication process to release each year, an annual report and academic publications based on the activities. Online versions of the print publication will be made available via the AUD-CCK digital Repository.

D. Networking, Collaborations and Coordination

1. To oversee the three elements above, and give direction in consultation with advisory committees.
2. To play a leadership role in fundraising and recruitment, and to direct the formulation of projects.
3. To act as a nodal point for collaborators, partners and network agencies, as well as a creating a system of periodic reporting and assessment.
4. To build academic partnerships on digital archiving of community knowledge issues in order to promote a national network of community knowledge heritage, through Workshops and Symposia, and visiting scholars, both national and international.

2. Organogram: Role and Functions



Work at the proposed centre will bring into mainstream academic and public discourse, oral and practice based community knowledge, from marginalised communities and disappearing local cultures. Community engagement and 'insider' involvement is a central concern while collecting and documenting community knowledge, and planned projects are designed to be intrinsic to larger Cultural Heritage activities.

The Centre is starting with field projects, in Delhi and Mon District, Nagaland. Funding for the projects has been discussed with, and proposals have been submitted to funding agencies.

Core Personnel Required at CCK

Full Time

2 x academic faculty ; equivalent to Sr. Fellow / Professor

1 x technical faculty ; equivalent Jr. Fellow / Asst Professor

Job Description:

(academic faculty)

1. Overall coordination of academic, archiving and project management activities of CCK
 - Conceptualising community centred research in field locations.
 - Conceptualising digital repository and applications to meet the requirements of research and academic activities
 - Coordination of activities with internal and external partners
 - Development of sponsored projects
 - Guiding and organising training and orientation and review programmes.
 - Periodic review/assessment of projects and preparation of CCK's growth plans and programmes
2. Conceptualising and developing structures and methods for scholarly analysis.
 - Defining scope of research and review.
 - Conducting research in community knowledge and facilitating research projects undertaken within AUD and by projects partners.
 - Designing relevant modules on community knowledge for AUD schools

(technical faculty)

3. Designing and maintaining Digital Archive of Community Knowledge in multimedia formats and its retrieval system.

- Up dating database systems management solutions to meet expanding research requirements.
- Developing technical training and consultancies in archive creation.
- Networking of databases with partners

4. Secretarial and administrative support , Publishing and information dissemination functions common.

Additional Inputs from 'Visitors' Programme

Invited *Scholar in Residence* in the field of community knowledge studies – for 1 semester annually, with travel, stay and honorarium all paid for. Main outcomes will be (1) to conduct 2 seminars at AUD-CCK, (2) make 1 field visit to contribute academically to an ongoing project, and (3) mentor researcher/s during a semester.

Short term *Visiting Scholars*, or *Technical Consultants*, upto 6 annually.

Those associating with CCK under Visiors progarmes will be entitled to honorarium, and support for travel to other research institutions and field locations as considered essential by the Centre.

Committees

1. CCK Advisory Committee - A membership of 7, the committee will meet at least twice a year. Major functions of this body would be

- Overall envisioning of the CCK and its planned activities,
- Identification of projects, focus Areas and Themes, Partners, and Researchers.
- Review progress and outcomes, and approve actions.
- Assess activities undertaken, examine methodology followed, and review reports.
- Give regular feed-back and make Timely interventions.
- Offer financial advice for projects.

Members – *Chair* – VC, AUD, member secretary- Director CCK. Members will be from institutions, or individuals, engaged in connecting community knowledge to the mainstream. For example, National Innovation Foundation, Anthropological Survey, Crafts Museum, Delhi Institute of Heritage Management Research, etc. Other consultants, representatives from AUD, other collaborating agencies and project stakeholders, will be present as and when necessary.

2. Project Consultative Committee.

To meet every quarter for each project, so as to Monitor Planning and Implementation of projects, suggest mid-course corrections, and assess Outcomes. Membership - 7 - 12 people.

Chair – Director CCK, Academic Coordinator CCK, Technical Coordinator CCK, faculty from other schools of AUD, nominees of Project Partners and Project Consultants.

Infrastructure Requirements

Space for 4 – 6 people in 2 rooms, server room and common office space.

Furniture- *Central-* Tables /Chairs/ Almirah/Filing Cabinet

*Personal-*Table / Chair / Dustbin/ Almirahs

Equipment- *Central-* Xeroxing/ Scanning/ Faxing/ Printing (BW and Colour)/ Digital Still Camera (1) / Digital Video Camera (1)/ 1x LCD Monitor(32 in) / Hard Drive Media Player

Personal- Computer/ Phone/ Internet

Stationary - Paper/Pencil/Pen/CD's/Pen Drive/Staplers of graded size/Eraser/ Cutter, Miscellaneous folders, Binders

Summary of Core Requirements

Staff -

Full Time

2 x academic faculty ; equivalent to Sr. Fellow / Professor

1 x technical faculty ; equivalent Jr. Fellow / Asst Professor

Secretarial and Office Support (available from AUD)

Travel & Board - Outstation to field locations, and for project exploration.

Workshops/ Meetings/ Conferences/ Seminars – 1 with international attendance, and others

Visiting Scholars / Scholar in Residence - including Travel & Honorarium

Annual Publications for illustrated monographs and books

Conference Report - Digital Archiving of Community Knowledge

15 - 18 December 2010, Ambedkar University, Delhi

"Representation of the world, like the world itself, is the work of men; they describe it from their own point of view, which they confuse with the absolute truth." Simone de Beauvoir 'The Second Sex'.

Summary

An International Conference on Digital Archiving of Community Knowledge was organised at Ambedkar University, Delhi (AUD) from 15-18 December 2010, by the Centre of Community Knowledge (CCK). The conference served to conceptualise the activities that could flesh out the AUD Digital Repository, as well as work out the technical back-end that will make this happen. The conference deliberated, in specific and general ways, through presentations and interactive sessions, the following questions:

What Knowledge is to be collected?

How is it to be archived?

How are the archives to be shared with the community and the users?

The conference discussed and shared methods by which participants are trying to answer these and related questions, so as to build a synergy between the formal world of academic knowledge, with its well established disciplines, and the world out 'there' in which knowledge has been built holistically based on living - working experience, avoiding arbitrary division, and transmitted orally or through practice, by people with no formal training.

It was observed that today technology and experience exists that can make the collections and dissemination of digitally recorded knowledge a 'living' activity. Digital archives can become a place of interaction, along the continuum - oral to textual to digital, while the establishment of community archives, allows the community to record its knowledge traditions for posterity, and foster proactive community involvement with the collected knowledge. On a cautionary note, it must be recognised that digital archiving is a momentary record, and as such only a partial representation of lived reality.

Topics of Discussion

There were broadly two major topics of discussion:

1. Building the archive collaboratively with Communities
2. Designing the Digital Archives

Building the archive collaboratively with Communities

Collect, Protect and Connect – was the title of the first keynote address. It refers to the gathering and **documentation** of data, the **archiving** and **curation** of data and then connecting the 'collections' to source communities and the wider world. The discussion after the address indicated the potentials, possibilities and cautions in the digital collection, storage and **distribution** strategies for multimedia anthropological information.

Highlighting how academic researchers were partners in documentation, comments on CCK's proposed role as an academic centre to validate community knowledge, focussed on the asymmetrical power relations between conventional and indigenous ways of

producing, validating and disseminating knowledge. The CCK should be *aware of the gap* that has been created between indigenous knowledge's and practices that exist in the community and the dominant, mainstream knowledge approved by the formal knowledge systems. In addition, the very process of validation tends to introduce *disconnect and discontinuity*, and unravel the diverse threads that make the holistic nature of community knowledge.

The activities of the CCK are an effort to *digitally capture community life* of traditional societies, where the sources belong to an oral-textual tradition, and the knowledge information combines both the sacred and the everyday (profane). There were discussions on the visibility of the outcomes, the creation of digital knowledge libraries, creating a network of users, along with community documentation centres, or community archives.

Others pointed out that knowledge generation is a sensitive task, and inappropriately handled, can be a source of alienation. Since *community knowledge creation is not only oral but also 'experiential'*, much of the activities of the CCK could be described as 'assisted knowledge recovery'.

Similarly, much of community knowledge is endangered because of its propensity to disappear as language use changes and is forgotten. That is why many marginal communities around the country, like Konyak community representative ed at the conference, feel that there is a need to 'collect the (oral) books before the library burns down'. However there was a concern that if done by outsiders, it may not be representative enough, and so communities should reclaim the cultural space they occupy.

It was suggested that the CCK begin to develop mechanism for field studies, archiving collected material, and creating multi-location community digital archives using the web. It may take a few years, but having a system in place would help enormously as the repository expanded. There is need for *developing a methodology of community centred collection*, and develop methodological rigour for this.

Many aspects of community life can be *mysterious to outsiders*, as Pepita Seth's presentation on looking at the ritual life in Malabar showed. For example, the role of animals in ritual life can be seen in a superficial way, unless the collector is from within the community, or has long association and has built trust within, important aspects will remain hidden from view.

A suitable *documentation and study agenda for each project* needs to be set before the field collection begins. Besides the key questions that are to be answered should be clear. This was pointed out by Vivekanandan, using the example of coastal communities described as hunter-gatherers of the sea. He showed how they, like tribal societies, are very distinctive, and have stewardship of our 6,500 km coastline. In this case, this would involve (a) learning about sustainable nautical, fishery and ecological techniques and the skills that are getting lost in modernisation, and (b) understanding and recognising the institutions of self-governance within coastal societies/communities that have let fishing communities sustain themselves over time, despite market-led links with other communities.

Archives need to be built up with community partnerships, and documentation needs to be bottom-up. Community members need to be able to decide what they would like to archive. Often, as was pointed out by Shubha Chaudhuri, *knowing what is not performed is as revealing as what is*. Of course, this will only emerge through detailed

Interviews and knowing what to talk about. Another important aspect of this work is to create a framework or 'model' rights for community knowledge holders and performers. These would need to look beyond financial aspects, to see non-financial aspects like 'respect' and 'public acknowledgement' etc., as well as building up a community system of rights sharing. 'Do not collect what you can't share', was a view expressed by some. A suggestion was mooted to address confidentiality, cultural rights and IPR issues through an ethics review committee that the CCK could have.

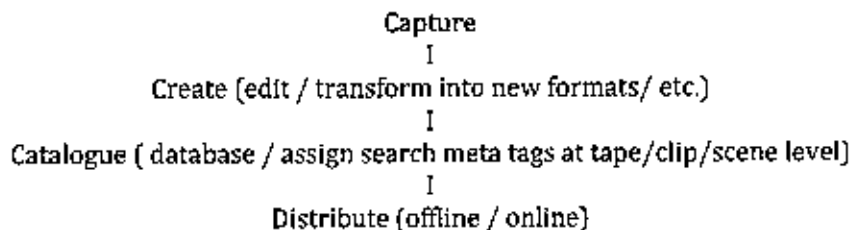
Designing the Digital Archives

This part of the conference had a number of participants from IT companies engaged in creation and maintenance of digital media databases, individuals who were system designers and managers of open source digital database systems, and users/ librarians of different library and documentation systems.

Since ***storage and retrieval*** was one of the areas of interest, a presentation on Video Archiving and Tagging provided the keynote address for the technical sessions. As audio-visual documentation involves large amounts of video, so the Digital Media Archive will need linked text-annotated video material, that is searchable and viewable through commonly used platforms. This kind of tagging treats AV data as a document in time, and can carry information like, '***this***⁽¹⁾ tape has ***this***⁽²⁾', where (1) and (2) are different descriptive tags.

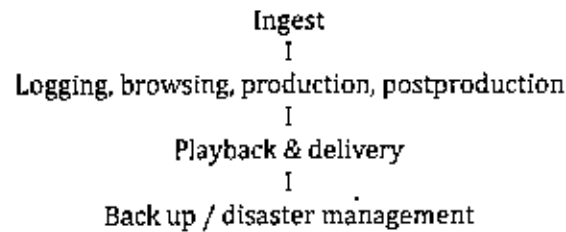
Feedback from AV database users and designers has shown its ***usefulness is linked to its 'discoverability'***, and that is where video data is critically linked to keywords. Using the right keyword as tag is important, as universally, it is seen that 70% of Google search terms are up to 3 phrases. Classifying data for keyword selection is therefore an important aspect of user design for the repository.

The workflow in an audiovisual database like a Repository for Community Knowledge, from acquisition to delivery, would ***involve a number of partners***. Robust technologies, catering to internationally compatible archival standards, would need to be established and continuously followed if archival life of digital data is to be maintained. The steps in the workflow are mentioned below -



Technologies already exist to make this kind of repository workflow possible, and examples were drawn between open source and proprietary technologies. For example, an open source video annotating software called Pad.Ma, which in many ways, is comparable with proprietary systems like Media Baron. However, the robustness of open source systems needs to be examined, and a suggestion that came was that CCK could sponsor the development of an already existing open source software like Pad.Ma, so that it could better meet the AUD repository requirements.

Repository asset workflow, described by Mala Mathur, had the following stages –



The technologies to be used *could be a mix of open source and proprietary software*, useful when the source of the data is in a remote setting where maintenance of only a few can be arranged.

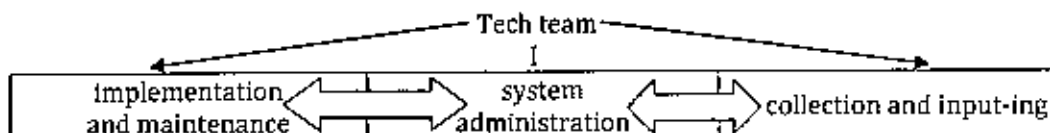
Other important issues in media asset management made by Sushant Rai included **Hierarchical Tagging**, organised to operationally work as a tag cloud so that all assets can be reached by a three level hierarchy. It is important to have feedback loops to check tags, as are media export and distribution Questions. There is a need to Taking the Big picture while designing, so that for example, A multi location design of the archive could have in a (a) hub and spoke structure (b) with federated search and collaboration, where (c) one spoke can become a recovery hub.

TB Dinesh described the *extension of the web's accessibility* to non/ functionally illiterate people, essentially through applications/ plugins that re-encode and oralise content available in a browser based repository interface. In this context, it is important to know the state of the web - through websites like - universalsubtitles.org; translate.google.com; pad.ma; [imli](http://imli.org)

It is here that we need to know the technical landscape, both in documentation and design. Also it was made clear that creating digital backups is very important, as is the creation/ expansion of the archive system in distributed way. In this direction, it would be useful to see what kind of *expanded access to the archive* can be possible, making the ubiquitous mobile phone as user interface.

Besides talking about The Open Archives Initiative that develops and promotes interoperability standards for efficient dissemination of content, Kim Fortun's keynote address on the Open Folklore initiative in the USA, described how *open access can stimulate creative engagement*. She also mentioned how metadata or 'tagging' standards can follow universal and acceptable standards, like from the OAI ... as well as the need to have a system of open feedback. If this is maintained, it is clear that a digital archive expands the possibility of distributing, sharing, annotating, reusing and re-interpreting the original, even as the original contexts change, the system keeps placing alternatives before the learner.

Other discussions talked about the *responsibilities of the technical team* and its involvement in overseeing the system, mandating standards and procedures for input, to implementation and maintenance of repository.



Other technical repository issues pointed out, included choice of system, the workflows, documentation and training for sustainability of archives, including community archives at field location.

It was suggested that the CCK archive/ repository needs to have a *mailing list differentiated by interest groups*. The archives also need to be arranged by theme, region, etc. Running an audiovisual archive of community knowledge also has an *inbuilt curatorial function*, besides there is a need for live cross linking of content, and also can usefully carry teaching links and other supplemental info.

The Front end, or User *Interface* of the archive should be a *user friendly, attractive yet functional graphic*, and designed on Open source software like Drupal . While the Backend could be created with software architecture like DSpace/ Fedora, etc.

Some examples of *Repository Design questions* that came up, and need to be addressed by the CCK archive include –

- How will audio-visual media be accessed - through Internet / intranet / offline?
- What will the mode of submission be like – centralised or decentralised?
- Does retrieval and metadata search need to be based on indic language inputs?
- Extent of integration of user generated content? How will this collaborative content be used – in creation and the dissemination stage?
- The archive should integrate web 2.0 features – RSS, Blog, wiki, user feedback.
- A major question is – who does the first round of tagging – the community or CCK?

Could CCK lead the way for a consortium/ group for digitising community knowledge? This question came up in the course of the conference, and discussions shared of its Advantages of such an arrangement would be better negotiation, reduced HR cost, sharing of collections, enlarged resource base, more avenues of cooperative interaction. Many practical and successful examples exist in library and archive world.

In a situation of continuing collaborations as envisaged for CCK, it makes sense for system designers to *leverage existing technology*, adapt what exists, and sponsor writing or development of new open source software where it exists – e.g. Pad.Ma (as mentioned earlier in this report)

The keynote address by Kanchan Mukopadhyay, conceptualising the National Oral Repository (NOR), described how they are looking at the existing archives of the Anthropological Survey of India, and what needs to be done to digitise it. The NOR is seen as a *teaching – learning aid, for academic users as well as government agencies*. Presently, they are looking at who will host the collection and who will be the early users.

Authorship and ownership of the content collected in community knowledge archives is a question that is being thought about even in the context of the National Oral Repository. Connecting with contemporary concerns on the issue of *IPRs on knowledge , and ethical concerns* with community-generated content , was seen by participants to be important, as is the question of what and whose content has been collected, and by whom. And given that multiple locations archives are easy to implement, it is also only ethical and correct that the collected content should also be made available as local community archives, to be controlled by those who collected it in the first place, for using as they think fit. A related issue that came up at this time was about the making of multiple language content for the archives.

Meta Data tags were also the topic of discussion. It was suggested that *norms of tagging* should reflect what all stake holders require, and then look into areas that might be of future interest. For example, Oral knowledge collection can be a multi-dimensional study, as the "Jeeva Project" described by Mira Sadgopal shows. Here, looking at the *dai* tradition, and indigenous child birthing practices across the country shows, there are qualitative, ethnographic as well as quantitative elements attached to it, especially when practices can be seen across multiple cultures.

It was also suggested to explore the possibility of 'ground truthing' the digital recordings, by the use of *GPS and GIS overlay* on collected data allows 'geo coding', and discovering new patterns and layers through later analysis.

Other major themes of discussion, and emergent recommendations

Discussions cautioned against mechanistic approaches to knowledge gathering, like the 'participatory PRA/RRA' approach. These have the problem of *representation*, i.e. who speaks, who makes this decision and whether it is acceptable, for "outsiders" to be involved in the process? Another area of contestation is the issue of *intention*, to avoid being embedded in the belief that traditional cultural beliefs, practices and material manifestations must be saved. Recovery can only happen when heritage or tradition is connected to the experience of everyday life.

This is where the Curatorial vision of the CCK Repository, with its emphasis on partnering with *community located archive, heritage center or museum*, can play a part in making the link between the past and contemporaneous issues, or to use its objects in such a way that these objects emphasize "the *persistence of lived experiences*". As MK Mishra pointed out, community archives could host events to tell about heritage to local audiences. Because, digital recording is finally a momentary record, to be fleshed out or contextualised, local communities must have access to archive, and be able to review and use it.

The CCK activities should foster a tradition of inquiry, that goes beyond chronicling and validating, to make sense of the lived world in new ways, using new 'heuristics'. After all, every generation adds value in the creation of oral community knowledge. We need to look for *insights not just into the practice, but the living and working conditions that foster* the continuation of the practice. It was suggested that fieldwork should begin with community initiatives to decide directions to go in the community's exploration of itself. In this way, we can (a) regenerate collected knowledge and (b) map the local land- and human-scape in a variety of ways.

An *Open Access Mandate* (OA), as usually followed by research institutions, requires researchers to make their published, reviewed journal and conference papers open access (i.e. freely accessible to all potential users online) by depositing them in an open access institutional repository or central repository. However, the data in a community knowledge repository is primarily *knowledge commonly known* to the giver/sharer, and who have willingly shared this information with the collector. Spread of such knowledge itself is not taboo or leading to loss of its value, but at a future date, its use may possibly result in commercial gain to non local users of the database. This and related questions mean that the content of the repository should have a clear no-commercial use mandate, and violations of this should be enforceable. Discussion on access ranged from a default OA mandate, to limiting access on based on the wishes of the content provider.

CCK should have a *long-term vision* for the Repository, which could be carried forward by *core Centre staff who are permanent*, and not carried on from project to project. CCK should have a research agenda of its own, and should work towards becoming a hub for a research network in community knowledge.

Conclusion

The conference drew a *breadth of participants*, both institutions and individuals from the two otherwise unconnected areas of *digital database management* and involved in study and documentation of *community cultural knowledge and heritage*. As many of the latter group pointed out, they had no clue of the technology of digitisation, but realised that much of their field was based on digital data that they had themselves created over the years.

For a successful digital archive implementation and operations, *staffing is a key* issue. A competent point person, aware of the technical questions and issues, and sharing the overall vision, has to be identified as a technical manager. This person would (a) coordinate with the systems design team, (b) lead the technical team responsible for maintaining and accomplishing the repository functions, and (c) liaise with the CCK Director for content, accessibility and delivery requirements.

Following the offer made by Prof Anil Gupta of NIF, HM Ahmedabad, CCK needs to follow up and find out working details of the *5-6 fellowships offered* to AUD-CCK by NIF / SRISHTI / Honey Bee Foundation. Once that is clear, it would be necessary to identify what CCK research activities these research students would be engaged in.

It was suggested that the proposed *Delhi Citizen Memory Centre* should recognise peoples history and their contributions to city life at different points in the history of Delhi. Similarly, the initial discussions with the National Institute of Oceanography (NIO), Goa should be developed into an MoU outlining details of the collaboration on a study of traditional Maritime heritage of coastal communities.

In order that the AUD Community Knowledge Repository gets a head start, and becomes a portal of interest, it should *promote active sharing and hosting* of data from personal or private collections that offer a glimpse of community life and knowledge in the country. For example, Lotika Varadarajan's collections of photographic and textual content collected over decades could be archived to provide a rare glimpse into Indian ethnography. Similarly, the almost 200 hours of video footage from Jatan Trust, containing valuable information about the lives and livelihoods of marginal and tribal Gond, Korku and low caste communities in the Satpura region of MP could be hosted. It was suggested that the proposed Archive look around and connect with sources 'under the radar'.

Another useful repository emphasis could be to *share hosting and access with other collections of interest*, that are looking to enhance their collections, to expand digital access to marginal communities from different regions, lives, livelihoods and with different ways of living. Given that the CCK Archive would require a fair amount of exploratory travel in the field, it was suggested that AUD should be requested to make available special funds to CCK for the not inconsiderable amount of travel that this work involves.

Annexure-VII

Resol. No. 11b/BOM/24.06.2011

Considered the proposal for establishing a Centre for Social Science Research Methods

Vision for the Centre

As a new university with a mandate to do research and teaching in the social sciences and the humanities, Ambedkar University, Delhi (AUD) considers it important to contribute to enhancing the quality of social science research and higher education in India. It is with a view to addressing this that the University proposes to establish a **Centre for Social Science Research Methods**. This Centre, conceptualised on the lines of other centres at AUD, would function in project mode, draw on the existing (regular, adjunct and guest) faculty's expertise in research methods across various Schools, and provide support in research methods to the University's on-going academic and research programmes. It would run residential and non-residential training programmes in research methods for social science scholars, and possibly those from corporate, government and non-government organisations involved in action research. These programmes, it is envisioned, would be different from the majority of programmes on offer in universities and research institutions where training in research methods tends to be imparted in lecture mode with limited scope for interdisciplinary, hands-on learning. The Centre, it is proposed, would also provide consultancy services for designing small and large research studies, and facilitate collaboration and networking among scholars associated with programmes in research methods in other universities and research institutions in India and abroad.

The Centre's mandate would be to:

- advance understanding and practice of research methods
- promote methodological rigour in social science research
- support innovations in social science research methods
- raise awareness about recent developments and current 'best practice' in research methods
- encourage collaborations in social science research across academic and non-academic spaces
- enhance the quality of social science research and publications in the country

Profile of the Centre for Social Science Research Methods

A significant strand of activities that the Centre would undertake would be to function as a core within the University that develops courses in research methods that are attuned to the needs of the various masters and research

programmes being offered in AUD. It could function as the nodal agency that compiles, reviews, and revises the content and form of different research methods courses being planned, and provide support to the faculty in the conduct of such courses in different Schools. The Centre and the faculty associated with it could also float standalone credited modules/courses that could be audited by students across Schools during the academic session. The Centre could also be a repository of relevant resource materials, for instance seminal texts as well as the digitized versions of the lectures given by prominent academics in AUD on critical areas of study and research and also serve as the documentation centre for the research conducted by students/faculty in the university and archive/maintain the abstracts of these studies.

The Centre, thus, could effectively start by undertaking the following activities:

- design and offer innovative programmes (stand-alone and plug-in courses and workshops) in social science research methods for University students and faculty members from within and outside AUD, the Festival being the first in this genre
- provide support in research methods to the University's on-going academic and research programmes
- document the teaching and transaction of research methods courses and workshops provide consultancy services for designing small and large research studies
- facilitate collaboration and networking among scholars associated with programmes in research methods in other universities and research institutions in India and abroad

Pre-inception activities of the Centre

The process of formally setting up the Centre at AUD was initiated in April 2010 through a two day consultative meeting for conceptualizing the Centre and its activities. The culmination of this process was a Concept Note on the Centre and the proposed Social Science Research Methods Festival. The same was presented to the Board in July 2010. Subsequently, we tried to seek financial support for the conduct of the Festival from various funding agencies. This endeavor bore fruit with ICSSR which agreed to finance the proposed Festival. The Sage International, through their subsidiary Sage India, also contributed a sum in Indian Rupee equivalent to US Dollars 25,000, as a corpus for the activities of the Centre.

Social Science Research Methods Festival

As a part of the pre-inception activities of the proposed Centre, AUD conceptualized and organized its first **Social Science Research Methods Festival**, in partnership with Sage India and the Indian Council of Social Science Research, from 11th to 31st December 2010. This was meant to serve as a pilot to the programmes of the proposed Centre. The idea behind organizing a series of short courses and workshops in the form of a month-long 'festival' is a vision that many share at AUD that studying social science research methods can be made a meaningful yet enjoyable experience! Inspired in part by a similar initiative undertaken by the UK's ESRC, AUD's Social Science Research Methods Festival was the first of its kind in India. The workshops and short courses part of the Festival were entirely modular in format, with an emphasis on hands-on, activity-oriented, peer-learning approaches. In this manner, the Festival sought to create a relaxed and supportive environment for discussing issues of gathering, interpreting, articulating and publishing research findings. Appended with this note is a copy of the Festival Report.

The kind of response that we got from participants and resource persons alike has convinced us about both the need and the demand for making the Social Science Research Methods Festival a regular feature at AUD. The Festival is conceptualized as one of the flagship programme of the Centre.

Functioning of the Centre

The Centre, as mentioned earlier as well, would operate on the lines of the other centres at AUD, acting as a unit of academic organisation created for undertaking specified tasks and responsibilities pertaining to research methods. While it will be expected to seek external funding for carrying out its projects and programmes, to begin with the Centre will draw on University funds and the corpus provided by the Sage India/ Miller-McCune Foundation.

To initiate the Centre's activities, an Advisory Committee, would have to be constituted, to advise on and supervise its activities subject to the overall supervision of the Academic Council and the Board of Management.

A faculty position would have to be created and suitable person may be appointed to work full time for the Centre, to actualize its aims and activities. AUD's existing (regular, adjunct and guest) faculty's expertise in research methods across various Schools may also be sought; faculty members may be concurrently assigned to it on a rotational basis. Such other persons may be appointed from outside the University on part-time and/or contractual basis from time to time for furthering the Centre's aims and activities.

Annexure-VIII
Resol. No. 12/BOM/24.06.2011

Considered the Regulations on Credit Transfer and Lateral Admission

This Credit Transfer Policy prescribes the procedure for a) accepting transfer of credits earned by a student from other universities/educational institutions, b) lateral admission to different programmes of AUD and c) transfer of credits earned by the students of AUD to other universities/educational institutions.

(A) PROGRAMME:

A 'programme' is a programme of study offered by the University through its Schools of Study/Centres from time to time. A programme will cover a requisite number of courses of study as prescribed by the University. A student is admitted to a programme on being found eligible as per the admission criteria laid down by the University.

(B) COURSE:

A 'course' is one of the components of a programme of study which may include one or more components like tests, classroom presentations, group discussion, fieldwork/project works, term papers, investigative projects, exercises designed by teachers etc. A course may be of 2 to 8 credits or as specified.

(C) CREDIT:

A 'credit' is the weightage assigned to a course in terms of contact hours. Each credit in a taught course is equated to one hour of teaching or two hours of seminars/ group work/ laboratory work/ field-work per week for 16 weeks. Thus, a 4-credit course entails 4 hours of regular teaching per week or as much as 8 hours of teaching and other academic activities. This helps the learner to understand the academic effort one has to put in to successfully complete a course. Completion of an academic programme means successful clearing of the prescribed requirements for a programme.

(D) CREDIT TRANSFER FROM OTHER UNIVERSITIES/ EDUCATIONAL INSTITUTIONS:

'Credit transfer' means allowing a student of another university to gain admission to AUD for completing any equivalent degree programme on the basis of credits obtained by him/ her from the previous university attended. Students do not have to repeat such courses to complete the requirements for the award of a degree from AUD. Once a student is allowed to transfer credits for a particular course he/ she will not have to pursue that course at AUD and the credits earned at the earlier institution would be counted towards completion of the AUD degree. In some cases a student may be asked to go through courses of AUD which are not available in the semesters in which they are enrolled. In such cases, students would not be provided regular classroom teaching in those courses but would be required to participate in the assessment process prescribed by the concerned school. Such students may be provided tutorial support by the school in question.

- (i) The University shall accept the transfer of credits earned by a student from other universities/educational institutions subject to the condition that the concerned programme of study of the Institute is recognised by the appropriate accreditation authority in India:
 - a) Universities recognised under Section 12(b) of the UGC Act.
 - b) Deemed universities declared under Section 3 of the UGC Act.
 - c) Universities that are members of the Association of Indian Universities.
 - d) Institutes/ Centres of Excellence.
 - e) Institutes of National Importance.
 - f) Such foreign universities, the courses/programmes of which are recognised as equivalent to those of Indian Universities by the Association of Indian Universities.
 - g) Such Indian or foreign university/educational institution with which the University has signed an MOU for students and faculty exchange.
 - h) Any other university/educational institution that has been recognised and approved for the purpose of credit transfer by the Academic Council of the University.

(E) LATERAL ADMISSIONS:

Credit transfer can be given to students who are admitted to AUD midway in a *programme of study after partially completing a similar programme in another institution*. In such cases admission will only be granted in special situations with the approval of the Vice Chancellor.

The following conditions needs to be met:

- i) The candidate must possess the minimum eligibility laid down by AUD for admission to the programme in question.
- ii) The candidate must have partially completed a parallel /similar programme from a university as referred to in para D(i) above.
- iii) Lateral admission across AUD programmes can only be granted in the 2nd and 3rd semesters of study (in case of a 3-year degree, in the 4th semester also).
- iv) Admission may be given subject to the recommendation of the school on the basis of the availability of seats, performance in the previous institution and a screening test (written test and interview) conducted by the school.
- v) The admission of and credit transfer granted to such students would be submitted by the schools of study to the Vice Chancellor through the office of the Dean, Student Services. All records of such students would be maintained in the office of the Dean, Student Services.

(F) MODALITIES OF CREDIT TRANSFER:

The request for acceptance of transfer of credit made by the student in the prescribed format along with prescribed fee shall be accepted only if he/she has been duly selected for admission to a programme of study as per the prescribed admission criteria. The application will be submitted by such student with supporting documents as required within 10 days from the date of his/her admission.

The following conditions need to be met:

- i) The candidate must submit the syllabi of courses completed at the previous institution(s) and the grade sheet along with his/her application form.
- ii) Credit transfer will normally be applicable only from a diploma to an equivalent diploma, a degree to an equivalent degree and a post-graduate degree to an equivalent post-graduate degree.
- iii) Credit transfer will be permissible only in the case of students coming from universities as mentioned in para D(i).
- iv) Credit transfer can be done only on the basis of individual courses and not on the basis of year-to-year or semester-to-semester basis.
- v) In order to get a diploma/ degree from AUD, a student will be required to earn at least 50% of the credits from AUD.
- vi) Credit transfer will be allowed only in cases where students have done some courses but have not completed the full programme and have not got certification from the institution previously attended.
- vii) The degree certification or the mark-sheet given to students after completion of their studies at AUD will specifically indicate the credits earned in AUD and those earned in other institutions. The marks/grades obtained in a course for which the student has qualified from the other institution will be taken on the result record of the student in AUD.
- viii) Credit transfer can be given only against the courses which are being offered by AUD as part of the programme to which admission is sought.
- ix) The pass marks/grade of a student in completed courses at other institutions should match the pass marks/grade prescribed by AUD after conversion.

(G) PROCEDURE FOR LATERAL ADMISSION AND CREDIT TRANSFER:

A student interested in lateral programme migration must address his/her application to the Dean of the concerned School. The School, through its admission committee, will make a suitable recommendation keeping in view the policy adopted by the school to the Equivalence Committee for approval.

The school should generally give credit transfer for only those courses in which the content of courses offered by AUD and of the courses completed by the

candidate in another institution match to the extent of at least two-thirds. This must be ascertained by a comparison of the syllabi of the two courses.

The school should clearly indicate the following in their recommendation:

- i) The title of the course for which the student is being given credit transfer.
- ii) The semester or phase of the programme to which admission is recommended.
- iii) The specific AUD courses a candidate is required to complete as well as the method of transaction and assessment for the courses thus prescribed. Such courses may belong to the semesters that a student will not study during completion of their programme at AUD.

(H) AWARDS OF GRADES:

The credit for courses where credit system is not followed would be determined on the basis of the syllabi and allocation of time to complete it as mentioned in the official documents of the institution from which courses have been completed. In addition, AUD will convert the marks/ grades of candidates to match the grading scheme of AUD. This would be done on the basis of the following:

- i) The percentage of marks obtained by the candidate in the courses in which credit transfer is given would be calculated based on the practice followed by the university/institution from which the candidate has completed the course(s).
- ii) In case candidates are awarded grades/ CGPA instead of marks by the previous university, the conversion of grades/ CGPA to percentage of marks would be based on the procedure certified by the university/institution from where they have completed the courses. In case the university/institution does not have any scheme for conversion, the matter will be decided by the Equivalence Committee.

(I) FEES:

Candidates would be charged fees as prescribed for semester to semester by AUD. For additional courses, extra fees will be charged on pro-rata basis of the semester fees.

(J) ACCUMULATE CERTAIN CREDITS FROM OTHER UNIVERSITIES/ EDUCATIONAL INSTITUTIONS:

The University may also permit its students to accumulate certain credits from other universities/educational institutions in full or partial fulfillment of the required course work. In such cases the student shall be required to obtain prior approval of the Board of the concerned School of Study. The courses can be undertaken only in the institutions as specified in para D(i) above or an institution recommended by the Equivalence Committee. The maximum number of credits that can be accumulated by a student from other institutions shall not exceed 50% of the total credits prescribed for the successful completion of the programme.

(K) CREDIT TRANSFER TO OTHER UNIVERSITIES/EDUCATIONAL INSTITUTIONS:

The University shall facilitate transfer of credits earned by its students to other universities/educational institutions. The student of the university seeking transfer of credit to other university/institution shall submit a written request along with the fee as prescribed by the Academic Council from time to time to the Dean, Student Services. On receipt of such a request, the Dean (Student Services) shall issue a complete transcript of the courses taken by the student in the University and shall forward the same along with the application of the student to the university/institution concerned.

(L) ISSUES NOT COVERED IN THE DOCUMENT:

Any issue not covered in this document, and all cases of differences of opinion in the interpretation of any rule pertaining to subject matter, would be submitted to the Equivalence Committee for a final decision.

Considered the Regulations on Flexible Exit

REGULATIONS
ON AWARD OF POSTGRADUATE DIPLOMA AS 'FLEXIBLE EXIT' TO
MASTERS LEVEL PROFESSIONAL PROGRAMMES

INTRODUCTION

The University has launched the following MA level professional programmes:

- MA Gender Studies
- MA Environment and Development
- MA Development Studies

University may add to this array of professional programmes in future.

In a number of universities, the masters level professional programmes are preceded by postgraduate diploma level programmes after bachelor's degree. These diploma programmes cover the acquisition of skills at the lower/basic level. However, if a student wants to acquire specialized skills and knowledge, he/she may undergo 2-year Masters Degree programme.

In AUD there is no provision for a student to earn a Diploma certification if he/she wants to earn only the basic skills in a particular professional programme. He/she has to complete the 2-year professional programme for acquiring a Degree whereas acquisition of skills and knowledge through study of one successful year (2 semesters) may enable him/her to contribute to the social sector quite effectively.

The present Scheme would provide the students an opportunity to take flexible exit from a professional programme while getting due weightage of the credits earned by them.

THE SCHEME OF 'FLEXIBLE EXIT'

The Scheme would be called '**Flexible Exit**' Scheme. The students who are not able to continue their studies (beyond 2 semesters) or would like to quit from a professional postgraduate programme after completion of 1st year of study at any stage before the completion of the programme, would be covered under this scheme. They will be awarded a diploma giving weightage of the credits they have earned subject to fulfillment of laid down criteria. The Diploma so awarded will be termed as 'Post-graduate Diploma in Development Studies/Environment and Development/Gender Studies, or any other professional stream launched by the University from time to time, as the case may be.

MODALITIES OF THE SCHEME

The 'Flexible Exit' Scheme will be regulated in the following manner:

- (1) Under specific circumstances, a student may express his/her intention to discontinue the professional degree programme and make a formal request to the Dean of concerned School of Study for the award of PG Diploma in the same stream/discipline. Such a request made by the student will be subjected to scrutiny by the concerned school of study.
- (2) The school also may advise individual students in special cases to exit from the programme after completion of one year (2 successful semesters) with a PG diploma in the same stream/discipline if it is felt that it would be difficult for the student to complete the Master's degree keeping in view his/her past performance.
- (3) Such a student will be made to complete an internship of 2 credits or any other component as may be decided by the School of Study, during the summer in addition to the coursework of 32 credits during the first and second semesters in order to be eligible to get a PG diploma in the said stream.
- (4) The requirements for passing the courses would be the same as for the students completing the MA degree i.e. passing all courses with a C+ grade individually and obtaining an overall B- grade in the cumulative result.
- (5) The Dean of the school concerned will forward such cases of 'Flexible Exit' to the Dean, Students Services with specific recommendations along with justification for the award of the PG Diploma. The Dean, *Student Services* will consolidate all such cases and place before the Vice Chancellor for approval.
- (6) After the approval of the Vice Chancellor such students will be awarded PG Diploma by the Dean, Students Services.
- (7) The Schools of Studies can also keep a provision of flexible exit in Master's degree programmes while designing the programme and placing them for approval. In such a case they may prescribe the combination of courses to be taken while laying down procedure for acquiring such a postgraduate level diploma.
- (8) Students who have availed of the 'Flexible Exit Scheme' and who have been awarded a postgraduate diploma may apply for being admitted to the masters degree programme at the third semester. Such cases will be governed by the 'Credit Transfer Scheme' of the University.

All the cases of award of PG Diploma under the 'Flexible Exit Scheme' will be reported to the Academic Council from time to time.

Annexure-X
Resol. No. 14/BOM/24.06.2011

Considered the recommendations of the Committee to formulate a procedure for short-term and visiting appointments and norms for payment

The Board of Management (BoM) of Ambedkar University, Delhi in its sixth meeting had authorized the Vice Chancellor to formulate the procedures for appointment of short-term and visiting faculty as well as the norms for their payment.

The Vice Chancellor constituted the following Committee to study the issue and make recommendations:

1. Professor A.R. Khan
1. Professor Vijaya S Varma
2. Professor Salil Misra

The Committee surveyed the practices, procedures and modes of payment in different institutions/ universities. The Committee also discussed the mode of association of academics and experts in the design, development and delivery of academic programmes in AUD and the norms of payments to them.

The Committee studied the norms decided in the second meeting of the BoM more than two years ago. The Committee felt that these need to be revised especially in view of the implementation of Sixth Pay Commission recommendations.

After due deliberations the Committee recommends the following:

1.	Sitting allowance for Selection Committees	
	(i) Full day	Rs. 4,000/-
	(ii) Half a day meeting	Rs. 2,500/-
2.	Expert Committee meetings for course or consultative meetings	
	(i) Full day	Rs. 4,000/-
	(ii) Half a day	Rs. 2,500/-
3.	Lecture or seminar	
	(i) For one hour	Rs. 1,500/-
	(ii) For two hours	Rs. 2,500/-
4.	Visiting Professor/ Fellow, Short-term (less than a month) for the duration of the stay	
	(i) Assistant Professor	Rs. 2,000/- per day
	(ii) Associate Professor	Rs. 3,000/- per day
	(iii) Professor	Rs. 4,000/- per day

5.	Visiting Professor /Fellow, Medium- term (More than a month, less than a semester)	
	(i) Professor/Senior Level	Rs. 80,000/-
	(ii) Associate Professor/Equivalent	Rs. 60,000/-
	(iii) Assistant Professor	Rs. 40,000/- + Accommodation (when needed) and local conveyance
6.	Visiting Professor (For a semester or more)	Salary of a Professor including all admissible allowances like HRA, DA, Transport Allowance (salary protection if employed elsewhere in India)
7.	Adjunct faculty teaching a one credit* course for one semester (including course preparation, course delivery, tutorials and supervision of students' work and evaluation) (* one credit is defined as one hour of contact every week for sixteen weeks)	
	Teaching allowance (all inclusive)	Rs. 25,000/- per credit
8	Sitting allowance for Statutory Bodies	
	BOM	Rs. 5,000/-
	Academic Council	Rs. 4,000/-
	Finance Committee	Rs. 4,000/-
	Planning Board	Rs. 4,000/-
	Establishment Committee	Rs. 3,000/-
	School Boards	Rs. 3,000/-
9	Distinguished Invited Speakers at the University level	Rs. 4,000/-
10	Public Lectures/Memorial Lectures	Rs. 5,000/-

Note: In all the above cases listed from 1 to 5, the local travel expenses to attend the University may also be paid as per rules for actual days of visit. For outstation experts Vice Chancellor may approve suitable support or provide guest house accommodation.

A. Research Assistants and Research Associates

The University has created ten positions of Research Associates and ten positions of Research Assistants. These are appointed for fixed tenure and provide academic support to teaching-learning activities of the schools and are also involved in teaching/tutorials of the courses.

Salary structure

The BoM in its third meeting has approved their salaries as below:

1.	Research Associate	
	Level 1	Equivalent (rounded up to the nearest thousand) to the gross monthly starting salary of a Lecturer (Assistant Professor) without a Ph.D
	Level 2	Equivalent (rounded up to the nearest thousand) to the gross monthly starting salary of a Lecturer (Assistant Professor) with a Ph.D
2.	Research Assistant	
	Level 1	Rs. 10,000/- per month
	Level 2	Rs. 15,000/- per month

It is proposed to re-designate Research Associate as **Academic Fellow** who will perform all duties expected of an Assistant Professor. These rates were fixed prior to the implementation of the Sixth Pay Commission recommendations. As far as Academic Fellows are concerned, their salary being pegged to those of beginning Assistant Professor automatically been revised. However, the increase of DA and other allowances require periodic adjustments and rounding off. It is proposed that their emoluments should be fixed on 1 April of every year and should be changed only after a year. This will help in simplifying calculations.

In the case of Research Assistants it is felt that their salary needs to be revised because it is inadequate and would not attract good candidates. It is proposed that their emoluments be revised and fixed at two levels:

1.	Category A (for those with a minimum of 3 years experience after post-graduation)	Rs. 25,000/- per month
2.	Category B (with less than 3 years experience after post-graduation)	Rs. 18,000/- per month

Eligibility

Academic Fellow: Academic fellows appointed in Schools of Studies must meet the qualifications and eligibility conditions prescribed for the post of Assistant Professors. Qualifications for Academic Fellows to be appointed in other Units and Centers may be decided as per the requirement of the Unit/ Centre with prior approval of the Vice Chancellor.

Research Assistant: At least 55% marks or equivalent grade in Master's degree in the relevant area.

Mode of appointment

2. Both Research Associates and Research Assistants should be recruited through a notice placed on the AUD website. In case of urgent requirements, the Dean of the School may place the case of a candidate to the Vice Chancellor through the Office of the Dean, Academic Services. The Vice Chancellor may appoint such a person directly for a period of up to six months.
3. The Selection Committee for appointment through due process is proposed below:
 - a. Deans of the Schools to act as Chairperson (If there is no Dean in the School, some other Dean may be nominated)
 - b. Two experts/Teachers from the university

[Both (a) and (b) are to be nominated by the Vice Chancellor]

The Academic Services unit should maintain all records of such appointments and work as a nodal unit for all academic appointments for a semester or more. Short term appointments (less than six months) may be handled by the Schools of Study/ Centers or other units where such persons are posted.

The appointment of persons who are already working against such positions may be extended in keeping with the current practice. However, all new appointments may be made through the procedure spelt out above.

B. Staff Engaged for Projects by Schools/Centers

The research staff to be engaged for various projects may be designated as Project Associates, Project Assistants or some other designation which is different from Research Assistant and Research Associate.

Their emoluments should be built in the Project proposals. These may be appointed by the concerned Centre/Unit/School/ Director of the Project after obtaining the approval of the Vice Chancellor. Their files and records may be maintained by the units concerned. Their emoluments also should be built into the project and for which approval of the Vice Chancellor may be taken.

C. Engagement and offers to other academics

Visiting Professors/Fellows/Adjunct Faculty

In case of all the above categories the proposal for engaging a person should be moved by the Dean of the School to the Vice Chancellor. The proposal should

contain the Curriculum Vitae of the person, the period of proposed engagement, the expected research, teaching or interaction or other work to be undertaken by the appointee. The emoluments as per the approved norms should also be indicated in the proposal.

Any proposal for engagement for a whole semester or for the teaching of a full course should be approved by the concerned Board of Study of the School. The terms of such engagements should be governed by the regulations approved by the University from time to time. Such engagements should be processed through the office of the Dean, Academic Services.

D. Guest Lectures/Expert Committee/ Consultative Committee members

The Dean of a School of Study or the Director of a Centre may be authorized to appoint/ nominate them in cases where the total honorarium and or sitting allowance is not in excess of Rs. 10,000/-. All other cases have to have the prior approval of the Vice Chancellor.

E. Appointments against Leave Vacancy/ Short term contract (upto three years)

All leave vacancies and positions for short term contract should be advertised in at least one newspaper and a notice should be put up on the AUD website. In case of leave vacancies all such vacancies should be filled by teachers at the entry level, i.e., Assistant Professors irrespective of the designation of the person who has gone on leave (Professor, Associate Professor or Assistant Professor). In case of contract the requirement of a person at a particular level may be decided according to need. The Selection Committee for such appointments should be the same as prescribed for the appointment of teachers in the statutes.

F. Appointment of Eminent Scholars for Short term

The university may engage for short term (ranging from 1 year to 5 years) Eminent Scholars to (i) provide expertise in designing programmes and courses (ii) giving academic leadership for teaching and research and (iii) mentoring of young faculty.

Eminent professionals or scholars who have worked in equivalent positions in reputed institutions may be appointed in these positions against the available vacant posts.

Retired Professors/Professionals may also be appointed in these positions. Their remuneration be fixed on the basis of the scale of pay of the position and in case of retired persons as per UGC/ Govt. of India rules. In this category Eminent Scholars up to the age of 70 may be appointed. For those eminent persons who were not in salaried employment or for those above 70, the Board may approve a consolidated amount of money and other facilities as compensation keeping in perspective the position they are considered against.

Vice Chancellor may constitute a committee headed by a PVC or Dean to scrutinize such cases and make recommendations the same may be placed by the VC for the appointment with a justification to the Board of Management who may decide their tenure and emoluments from case to case basis.

A.R. Khan

Vijaya S. Varma

Salil Misra

Annexure-XI
Resol. No. 15/BOM/24.06.2011

Minutes of 5th Meeting of the Establishment Committee held on Thursday, the 23rd June, 2011 at 11:30 A.M. in the Ambedkar University, Delhi (Committee Room) Sector-9, Dwarka, New Delhi-110077

Present:

Professor Shyam Menon, Vice Chancellor	Chairperson
Dr. Kiran Datar	Member
Professor A.R. Khan	Member
Professor Ashok Nagpal	Member
Dr. A.K. Malik, Registrar	Member Secretary

- 01 Considered confirmation of the Minutes of the Fourth Meeting of the Establishment Committee held on 14th March, 2011, and**

Resolved to confirm the Minutes of the Fourth Meeting of the Establishment Committee held on 14th March, 2011, as circulated.

- 02 Considered the report on the action taken on the Minutes of the Fourth Meeting of the Establishment Committee held on 14th March, 2011, and**

Resolved to approve the report on action taken on the Minutes of the Fourth Meeting of the Establishment Committee held on 14th March, 2011, (*Annexure-A*).

- 03 Noted the status of Recruitment of non-teaching posts**

The Establishment Committee noted the current status of recruitment of non-teaching posts (*Annexure-B*).

- 04 Noted the current status of staff engaged on a short term basis against non-teaching posts sanctioned by Board of Management.**

The Establishment Committee noted the current status of the staff engaged on a short-term basis against non-teaching posts sanctioned by Board of Management (*Annexure-C*).

- 05 Considered the report of the Committee constituted by the Vice-Chancellor, Ambedkar University, Delhi regarding filling up of non-teaching position, and**

Resolved to approve the recommendation of the committee constituted by the Vice-Chancellor, AUD, regarding filling up of non-teaching positions with the following modification in Recommendation 8:-

"No extra compensation will be paid to the contractual staff mentioned vide Recommendation (6) and (7) above, for attending office either on Saturday or on Sunday, if required, ensuring that the employee gets at least one day off in a week."

Annexure - A
Resol. No. 2/EC/23.06.2011

Report on Action Taken on the Minutes of the 4th Meeting of the Establishment Committee held on Monday, the 14th March, 2011

Resol. No.	Decision	Action Taken
1.	Considered confirmation of the Minutes of the Fourth Meeting of the Establishment Committee held on 14 th March, 2011.	Recorded
2.	Considered the report on the action taken on the Minutes of the Fourth Meeting of the Establishment Committee held on 14 th March, 2011.	Recorded
3.	Noted the ratification of amendment relating to recruitment of qualifications and experience for the post of Deputy Registrar.	Noted
4.	Noted the status of Recruitment of non-teaching posts.	Noted
5.	Noted the current status of staff engaged on a short term basis against non-teaching posts sanctioned by Board of Management.	Recorded

Annexure - B
Resol. No. 3/EC/23.06.2011

Status of Recruitment of Non-teaching posts

An advertisement in the Employment News Weekly and the Times Ascent - Times of India + Navbharat Times - (Delhi, Lucknow and Kolkata) was published for filling up of non-teaching posts on deputation basis initially for a period of one year, failing which on contract basis, as per the qualifications, experience and other details approved by the Establishment Committee in its meeting held on 26.07.2010

The status of filling up of the various non teaching posts is submitted below for information of the Establishment Committee:-

Sl.	Name of the post with Pay Scale	No. of posts advertised	Current Status
01	DEPUTY REGISTRAR - Rs. 15,600-39,100 with Grade Pay of Rs. 7600 (Pay Band-3)	03	1. Sh. P.K. Katarmal 2. Sh. Vivek Purwar* 3. Dr. Suresh Kumar Pulist *At the request of ICAR, Shri Vivek Purwar has been repatriated to his parent department (ICAR) on 03.06.2011.
02	ASSISTANT REGISTRAR Rs. 15,600-39,100 with Grade Pay of Rs. 5400 (Pay Band-3)	05	The Selection Committee has recommended the following candidates for the position of Assistant Registrar: 1 Shri Sucha Singh 2 Shri Santhanam Iyengar 3 Shri Saqib Aziz 4 Dr. Ram Dutt Sharma 5 Shri B.K. Somayajulu 6 Shri Narendra Mishra (for IT related functions) 7 Smt. Archana Sharma (for Planning) Offer of appointment to all the above seven candidates have been issued.
03	PROFESSIONAL ASSISTANT - Rs. 9,300-34,800 with G P of Rs. 4200 (Pay Band - 2)	02	The screening committee has been constituted and the applications are being screened by the committee.
04	SECURITY SUPERVISOR - Rs. 9,300-34,800 with Grade Pay of Rs. 4200 (Pay Band - 2)	01	The screening of applications has been done and is under process for constitution of Selection Committee.

05	SYSTEM ADMINISTRATOR (IT) - Rs.15,600-39,100 with Grade Pay of Rs. 5400 (Pay Band - 3)	01	The Committee did not find anyone suitable for the post. However, an Assistant Registrar who has IT background and experience has been offered the post.
06	JUNIOR SYSTEM ADMINISTRATOR (IT) - Rs. 9300-34800 with Grade Pay of Rs. 4200 (Pay Band - 2)	01	The applications have been screened by the duly constituted committee and the Selection Committee is likely to meet shortly.
07	JUNIOR EXECUTIVE (IT) - Rs. 9300-34800 with Grade Pay Rs. 4200 (Pay Band - 2)	01	The applications have been screened by the duly constituted committee and the Selection Committee is likely to meet shortly.
08	TECHNICAL ASSISTANT (IT) - Rs. 5200-20200 with Grade Pay Rs. 2800 (Pay Band -1)	01	Ms. Sunita Tyagi may be offered the post of Tech. Asstt. (IT) on usual deputation terms for initial period of one year subject to submission of a letter from the college that it is a government constituent college and she will be relieved on usual deputation terms in case of her selection.
09	JUNIOR EXECUTIVE Rs.9300-34800 with Grade Pay Rs. 4200 (Pay Band - 2)	12	The Selection Committee has recommended the following: 1. Smt. Dilpreet Kaur Sabharwal 2. Shri Khagesh Kumar 3. Shri Laxmi Kant 4. Shri Vibhash Kumar Offer of appointment to all the above four candidates on deputation initially for one year have been issued.
10	ASSISTANT - Rs. 5200-20200 with Grade Pay Rs. 2400 (Pay Band -1)	12	The applications so received are being screened.

In pursuance of the decision taken by the Board of Management in its 8th meeting held on 16.07.2010 offer of appointment on deputation basis has been made to the selected candidates for the position of Assistant Registrar, Junior Executive, and Junior Executive (IT), initially for a period of one year.

The above position is submitted for the information of the Establishment Committee.

Annexure - C
Resol. No. 4/EC/23.06.2011

Current status of staff engaged on a short term basis against
Non-Teaching posts sanctioned by BOM

The Establishment Committee has authorized the Vice Chancellor to decide and appoint persons against the administrative positions which are required to be filled urgently on deputation/contract, keeping in view the qualifications suggested by Datar Committee. The process of filling up vacant non teaching posts, as per the qualifications, experience and other details approved by the Establishment Committee, is underway, and the current status is given in a separate agenda item.

The administrative positions, which were to be filled urgently on contract basis for smooth running of the university have been filled up on the recommendation of the Selection Committee and with the approval of the Vice-Chancellor for a period of 3 months/6 months. A list of the employees presently working in the University is as under:

Sl. No	Position	Name of employee	Consolidated Salary (in Rs.)	Term upto
1	Assistant Registrar	Mr. Rajeev Kumar	30,000	09/07/2011
2	Senior Consultant	i) Mr. B.B. Kaul ii) Dr. Mita Sinha	25,000 25,000	18/08/2011 23/08/2011
3	Consultant	i) Mr. Akhtar Hassan ii) Sh. S.K. Nagpal iii) Sh. M.R. Kapoor iv) Sh. K.K. Talwar v) Sh. D.L. Sachdeva	20,000 18,000 20,000 15,000 20,000	16/08/2011 03/08/2011 19/09/2011 04/07/2011 14/08/2011
4	Advisor Campus Development	Mr. P.B. Vijay	25,000	Till Further Orders
5	Office Secretary	Ms. Bindu Nair	20,000	18/07/2011
6	Office Assistant Assistant (PR)	i) Mr. Uttam Kumar ii) Ms. Sameena Qamar iii) Ms. Neelima Ghildiyal iv) Mr. Mahesh Kumar v) Ms. Asha Devi D. vi) Mr. Lokesh Sapra	10,000 10,000 15,000 13,000 13,000 15,000	28/09/2010 19/07/2011 16/08/2011 14/10/2011 06/11/2011 03/10/2011
7	Computer Operator/ Data Entry Operator/ Junior Assistant	i) Ms. Suman Negi ii) Mr. Anil Singh Rawat iii) Ms. Anita Rawat iv) Ms. Poonam Khanduri v) Ms. Sangeeta	10,000 10,000 10,000 10,000 10,000	03/10/2011 25/10/2011 25/08/2011 27/09/2011 12/07/2011

Sl. No	Position	Name of employee	Consolidated Salary (in Rs.)	Term upto
		vi) Ms. Minakshi	10,000	On Medical Leave
		vii) Mr. Manmohan Aswal	10,000	07/10/2011
		viii) Ms. Arunima Shukla	10,000	07/10/2011
		ix) Mr. Mohit Jagota	10,000	12/10/2011
		x) Mr. Ajay Talwar	10,000	02/07/2011
8	Care Taker	Mr. Sita Ram Sharma	13,000	20/08/2011
9	Assistant Caretaker	Mr. Rajinder Parkash	8,000	21/08/2011
10	Junior Executive	Mr. Rajiv Trehan	18,000	19/07/2011
11	Junior Executive (IT)	Ms. Priyanka Papreja	15,000	09/09/2011
12	Tech. Assistant (IT)	Mr. Mukesh Singh Dangi	10,000	09/09/2011
		Mr. Manas Ranjan Dakua	10,000	12/07/2011
13	Professional Assistant	i) Ms. Alka Rai	20,000	17/08/2011
		ii) Mr. Ram Hardiya	19,000	17/08/2011
		iii) Ms. Manju	13,500	22/08/2011
		iv) Mr. Ravinder Rawat	12,000	22/28/2011
		v) Mr. Vikas Singh	12,000	09/09/2011
14	Office Attendant	i) Mr. Shiv Charan	6,000	05/08/2011
		ii) Mr. Ashu Mann	6,000	02/09/2011
		iii) Mr. Ajay Kumar	6,000	05/09/2011
		iv) Mr. Sandeep Kumar	6,000	24/06/2011
		v) Mr. Nekson	6,000	12/08/2011
		vi) Mr. Sanjay Rawat	6,000	24/06/2011
		vii) Mr. Rudresh Singh Negi	6,000	26/08/2011
		viii) Mr. Sandeep Chauhan	6,000	20/08/2011
		ix) Mr. Sumit Solanki	6,000	15/07/2011
		x) Mr. Sunil Kumar	6,000	21/06/2011
15	Part Time Physician	Dr. Rachana Gupta	15,000	17/11/2011
16	Part Time Electrician	Mr. Santosh Kumar	6,000	10/10/2011
17	Part Time Plumber	Mr. Mahiender Kumar Swain	4,000	02/08/2011
18	Part Time Maali	Mr. Raj Kumar Maurya	5,000	19/09/2011

The above position is submitted for the information of the Establishment Committee.

Annexure-D
Resol.No. 5/EC/23.06.2011

Considered the Report of the Committee constituted by the Vice-Chancellor, Ambedkar University, Delhi regarding filling up of non-teaching positions

The Vice-Chancellor had constituted a committee consisting of the following to make recommendations regarding filling up of non-teaching staff in the University:

Dean (Academic Services)
Registrar
Controller of Finance

The above said Committee met on 3rd June, 2011 and has made the following recommendations:

RECOMMENDATIONS OF THE COMMITTEE

Outsourcing

1. The posts of the Office Attendants and Assistants may be filled through an outsourced agency after releasing advertisement in newspaper. The candidates recommended by the outsourcing agency for the post of Assistants may be screened through a written test comprising of General English, General Knowledge, Computer skill and basic writing skill and thereupon final selection will be made on the basis of performance in written test and interview.
2. Plumber, Electrician and Mali may also be engaged on full time basis through an out-sourced agency.

Long-term Contracts

3. Since only four candidates for the post of Jr. Executive have been found suitable by the University on deputation against the twelve vacancies advertised to be filled on deputation failing which on contract, the remaining positions may be filled up on contractual basis. The short-listed candidates may be administered a written test comprising of General English, General Knowledge, Computer, Office Procedure and Rules and Regulations. Final selection may be made on the basis of performance in written test and interview.
4. All long term contractual appointments may be made initially for one year and extendable up to five years. The officials selected under this category may be paid a consolidated remuneration equivalent to that admissible to regular employee of the university. They shall also be entitled for an annual increment of 3% on satisfactory performance.
5. As and when the posts sanctioned by the Establishment Committee/Board of Management are filled up on deputation or on long term contract the existing arrangement of engaging the persons on short-term contract (89 days or six months) may be phased out.

Revision of Consolidated Remuneration for the posts of Office Attendants and those working in PB-I (Assistants/Computer Operators etc.)

6. The remuneration of the short-term contractual Office Attendants may be enhanced from Rupees 6000/- to 8000/- p.m. The persons who will be engaged through outsourced agency may also be paid a consolidated salary of Rupees 8000/-. Outsourced agency may be asked to quote the rate over and above Rs. 8000/- p.m. i.e. statutory taxes/charges and service charges etc. Preference will be given to those having multi-tasking skills.
7. The remuneration of the existing persons working as assistant/computer operators etc. in P.B.-I may be enhanced from Rupees 10,000/- to 12,500/- and this rate shall also be applicable while inviting tender for engaging persons on long term contract basis with statutory taxes and service charges extra.
- "8. No extra compensation will be paid to the contractual staff mentioned vide Recommendation (6) and (7) above, for attending office **either on Saturday or on Sunday, if required. However, it may be ensured that the employee get at least one day off in a week."**

The Report of the Committee is Annexed.

The recommendations of the committee are submitted for consideration of the Establishment Committee.



**REPORT ON THE COMMITTEE CONSTITUTED BY THE VICE CHANCELLOR
AMBEDKAR UNIVERSITY, DELHI REGARDING FILLING UP OF NON
TEACHING POSITIONS**

The Committee met on 3rd June, 2010 in the room of the Registrar Ambedkar University, Dwarka, New Delhi. The committee took note of the following:-

1. The Ambedkar University, Delhi, which was established in the year August 2008 has engaged non teaching staff on short term contract basis for a stipulated period of 89 days/six months tenure on a remuneration ranging from Rupees 6000/- and 15000/- p.m.
2. Report of the Datar Committee on Organizational Structure and Personal Policy of the university approved by the Board of Management has resolved that two third non teaching positions may be filled up on deputation/contract and remaining one third as regular appointment.
3. The Establishment Committee in its second meeting held on 29th April, 2010 resolved that the administrative staff engaged for up to six months shall be paid a consolidated salary up to Rupees 10,000/- against P.B.-I, Rupees 20,000/- against P.B.-II and Rupees 30,000/- against P.B.-III.
4. Some of the institutions have revised the rate of consolidated salary of the contractual staff (a copy of notification issued by University of Delhi was taken note of).
5. Establishment Committee in its third meeting held on 26th July, 2010 approved the qualifications and experience and other details of recruitment of non teaching staff. Accordingly an advertisement was released for filling up of non-teaching vacancies on deputation failing which on contract. The three posts of Dy. Registrars have been filled up on deputation. Offer of appointment has also been issued to the seven Assistant Registrars (against five posts indicated in advertisement) and four Jr. Executives (against 12 posts which have been advertised). The process for filling up of other advertised positions on deputation basis is on and likely to be completed shortly. There are not enough applications for the post of Assistant (entry level position) on deputation.

Bharat Ratna Dr B R
Ambedkar University, Delhi



भारत रत्न डॉ बी आर
अम्बेडकर विश्वविद्यालय, दिल्ली

6. Plumber, Electrician and Mali have been engaged by the University on part time basis.

RECOMMENDATIONS OF THE COMMITTEE

Outsourcing

1. The posts of the Office Attendants and Assistants may be filled through an outsourced agency after releasing advertisement in newspaper. The candidates recommended by the outsourcing agency for the post of Assistants may be screened through a written test comprising of General English, General Knowledge, Computer skill and basic writing skill and thereupon final selection will be made on the basis of performance in written test and interview.
2. Plumber, Electrician and Mali may also be engaged on full time basis through an out sourced agency.

Long-term Contracts

3. Since only four candidates have been found suitable by the University on deputation against the twelve vacancies advertised to be filled on deputation failing which on contract, the remaining positions may be filled up on contractual basis. The short listed candidates may be administered a written test comprising of General English, G.K., Knowledge of Computer, Office Procedure and Rules and Regulations. Final selection may be made on the basis of performance in written test and interview.
4. All long term contractual appointments may be made initially for one year and extendable up to five years. The officials selected under this category may be paid a consolidated remuneration equivalent to that admissible to regular employee of the university. They shall also be entitled for an annual increment of 3% on satisfactory performance.
5. As and when the posts sanctioned by the Establishment Committee/Board of Management are filled up on deputation or on long term contract the existing arrangement of engaging the persons on short-term contract (89 days or six months) may be phased out.

Bharat Ratna Dr B R
Ambedkar University, Delhi



वारेन एन डी बी आर.
अम्बेडकर विश्वविद्यालय, दिल्ली

Revision of Consolidated Remuneration for the posts of Office Attendants and those working in PB-I (Assistants/Computer Operators/etc.)

6. The remuneration of the short-term contractual Office Attendants may be enhanced from Rupees 6000/- to 8000/- p.m. The persons who will be engaged through outsourced agency may also be paid a consolidated salary of Rupees 8000/-. Outsourced agency may be asked to quote the rate over and above Rs. 8000/- p.m. i.e. statutory taxes/charges and service charges etc. Preference will be given to those having multi-tasking skills.
7. The remuneration of the existing persons working as assistant/computer operators etc. in P.B.-I may be enhanced from Rupees 10,000/- to 12,500/- and this rate shall also be applicable while inviting tender for engaging persons on long term contract basis with statutory taxes and service charges extra.

Asha Rungta
Controller of Finance

A.K. Malik
Registrar

A.R. Khan
Dean Academic Services

Annexure-XII
Resol. No. 16/BOM/24.06.2011

Considered allocation of faculty in various Schools of Study

1. The Board of Management in its 7th Meeting held on 31-5-2010 has approved the creation of 20 Professors, 40 Associate Professors and 80 Assistant Professors.
2. The Board of Management in the 7th Meeting had also approved that where a major programme is launched at Master's level, the faculty may be allocated in the following ratio:

Professors	-	1-2
Associate Professors	-	2-3
Assistant Professors	-	4-5
3. Now the University has also launched undergraduate programmes. In some subject areas both M.A. and B.A. programmes have been launched and in some Schools academic programmes are being planned and developed.
4. As per the present plans of programme development and launch we propose allocation of faculty positions to various Schools of Study. These are presented in the enclosed table. It is requested that the allocation may kindly be approved.

Faculty Strength at AUD

School	Programme #	Professor			Asso. Professor			Asst. Professor		
		Optimum Range *+	In Place	Likely to be in place soon	Optimum Range *+	In Place	Likely to be in place soon	Optimum Range *+	In Place	Likely to be in place soon
Undergrad. Studies ##										
Dev. Studies	MA Dev. Studies	1-2	1###		2-3	2		4-5	4 (1 SC)	
Human Ecology	MA Env. & Dev.	1-2			2-3	2		4-5	3 (1 SC)	2
Human Studies	BA+MA +MPhil#### Psychology	1-2	2		2-3	2		8-10*	9 (1 SC 1 ST)	
	MA Gender Studies *#	0-1			0-1			4-5	4 (1 ST)	
Liberal Studies	BA+MA Eco.	1-2	1###	1 (PR)	2-3	1	2	5-8	2 (1 SC)	
	BA+MA English	1-2		1 (PR)	2-3	1		5-8	4	2
	BA+MA History	1-2	3**		2-3	2		5-8	5 (1 ST)	2
	BA+MA Soc.	1-2			2-3		3	5-8	2	2
	BA Mathematics	0-1	1		1-2			4-5		
	BA Hindi	0-1			1-2	2		4-5		
Edu. Studies***		1-2			2-3			9-12****	4 (1 ST)	2
Culture & Creative Exps.***		1-2		1	2-3			5-8		
Business, Pub. Policy & Soc. Entrep.***		1-2		1 (PR)	2-3			5-8		
Law, Gov. & Citizenship ***		1-2			2-3			5-8		
Design***		1-2			2-3			5-8		
Total ***#		12-27	7	4	26-41	12	5	77-111	37 (4 SC 4 ST)	10

Note:

The listing of programmes in each school is over and above the MPhil and PhD programmes.

*+ The optimum range represents the faculty strength appropriate for each School and programme as they stand at present. For the new Schools, the ranges indicate the size of the initial core faculty, and these figures will need to be reviewed after some time. The range provides for some flexibility while recruitment. The faculty advertisement does not specify the exact number of positions at each level. Neither does it mention which position is reserved for social categories.

There are notionally no appointment made in the School of Undergraduate Studies. Every faculty is considered to be concurrently appointed in the School of Undergraduate Studies. Every faculty, no matter which school he/she has been appointed in, will also participate in teaching undergraduate courses.

One Professor of Economics appointed in Liberal Studies has been placed in Development Studies and has been appointed its Dean.

MPhil Psychology is mentioned specially because this is different from all other MPhil programmes and it involves intense clinical supervision.

*# The MA programme in Gender Studies is expected to draw faculty extensively from the other Schools and Programmes. Therefore, a relatively smaller faculty strength is projected.

* The additional number of positions of Assistant Professor in Psychology is in view of the intensive clinical supervision work involved in MPhil.

** One Professor of History is appointed on a term basis. One other Professor is seconded as Dean Academic Services and Dean Student Services

*** The new Schools have been assigned faculty strength based notionally on the assumption they would begin with one programme at the Masters Level and one stream at the Undergraduate level. This would be reviewed after a year.

**** The additional number of positions of Assistant Professor in Educational Studies is in view of the major thrust in the School of Educational Studies in the Continuing Professional Development of practising Educators in the School Systems of Delhi in addition to Masters and Undergraduate programmes.

PR: Post-Retirement

*** A total of 20 positions of Professor, 40 positions of Associate Professor and 80 positions of Assistant Professor are sanctioned by the Board of Management. This total number will be maintained till 2012. The faculty recruitment till 2012 will be as per the total sanctioned positions.

**REPORT OF THE ONE-MAN COMMITTEE APPOINTED BY THE AUD TO
CONSIDER AND RECOMMEND THE EMOLUMENTS PAYABLE TO
PROF. VIJAYA VARMA, ADVISOR, PLANNING AND SHRI C.M. SHARMA,
ADVISOR, FINANCE.**

1. The Committee was appointed vide AUD/ Notification/2011/096 dated 4th/7th April, 2011 with the following Terms of Reference:
 - i) To examine the terms of appointment of Professor Vijaya Varma, Advisor, Planning and Shri C.M. Sharma, Advisor, Finance as per resolutions made in the first meeting of the Board of Management dated 4 August 2008 to make these appointments "on a compensation of last salary drawn on retirement minus pension", and whether the pay fixation made in these two cases is appropriate.
 - ii) To examine whether the facilities which have been extended to Professor Vijaya Varma and Shri C.M. Sharma in terms of official vehicle, telephone, etc. at par with those extended to all officers of the University is appropriate
 - iii) To recommend the terms of appointment of academics engaged by the University on re-employment after superannuation as consultants or advisors.
 - iv) To recommend the terms of appointment on re-employment after superannuation of persons engaged by the University as consultants or advisors for administrative, professional and technical assignments.
2. The AUD was established under an Act of the National Capital Territory of Delhi which came into force on 30/07/2008. The first Statutes setting out, among other things, the broad provisions for the appointment of the statutory officers (Vice-Chancellor, Deans, Registrars and Controller of Finance besides others) were notified on 4/9/2008 and were effective from 28/08/2008. The first Board of Management was notified by the Chancellor under Section 44 (b) on 30/07/2008, and the first Vice-Chancellor was appointed under Section 44(a) on 1/08/2008. No appointments were made to the positions of Registrar and Controller of Finance under the transitional provisions of Section 44(a). The second meeting of the Board of Management held on 2/9/2008 recommended that the Chancellor be requested to assign the functions of the Registrar temporarily to the Director (Higher Education) of the Government of NCT, Delhi till a regular appointment of a Registrar is made. This arrangement was agreed to while the administration of finance and accounts was assigned to a Consultant (a former Chief Controller of Accounts of the Delhi Government), who was later re-designated as Advisor (Finance).
3. The first meeting of the Board of Management of AUD was held on August 4, 2008. Among others, the following decisions were taken:
 - The Board considered the contractual appointment of Professor Vijaya Varma (former Dean of Planning, University of Delhi) as Advisor (Planning), and resolved that Professor Vijaya Varma be appointed as Advisor (Planning) for a period of one year w.e.f. the date he joins duty, on a compensation of last salary drawn on retirement minus pension; and
 - The Board considered the contractual appointment of Shri C. M. Sharma (former Chief Controller of Accounts, Government of NCT of Delhi) as Consultant (Finance), and resolved that Shri C. M. Sharma be appointed as

Consultant (Finance) for a period of one year w.e.f. the date he joins duty, on a compensation of last salary drawn on retirement minus pension

4. The facts relevant to the issues remitted to the Committee for consideration, in respect of each of the two cases mentioned above are set out in the following paragraphs:

A. Professor Vijaya Varma

- Professor Vijaya Varma was born in 1941. He had held various academic positions in the University of Delhi from June 1967 to January 2006. He retired from the University of Delhi on 5.1.2006 as per the University of Delhi Office Order No. Estab.(T)/V/P.C-VI/ dated 5th April 2010.
- According to the MHRD decision of 23/03/2007, teachers of centrally funded universities were eligible for re-employment up to the age of 70 years. Thus Prof. Varma could be engaged against a regular vacant post of Professor in any centrally funded university.
- Professor Varma was appointed by the Delhi University as Advisor, Institute of Lifelong Learning in October 2007. His compensation package as Advisor included his basic pay (Rs.21400 in the pre-revised scale), Rs.10700 as Dearness Pay (50% of the basic pay was converted as Dearness Pay in 2004), and the admissible dearness allowance, CCA, HRA and Transport allowance. The revised rates of HRA and transport allowance were granted only from 1/9/2008 and therefore Prof. Varma who retired in January 2006 continued to draw these allowances at the old rates (he was drawing was Rs.9630 as HRA and Rs.300 as transport allowance at the time of retirement). His pre-revised pay was Rs.32100 comprising the basic pay of Rs.21400 plus dearness pay of Rs.10700. The total emoluments (salary) he was drawing after deducting the pension of Rs.10225 was Rs. 47692 vide the certificate dated October 21, 2008 issued by the Institute of Lifelong Learning, University of Delhi.
- When Prof. Varma was invited to join AUD in August 2008, he resigned his engagement with the Delhi University on the basis of an implicit understanding that the emoluments (salary) he was drawing from the Delhi University would be protected.
- With the implementation of the scheme of revision of pay scales effective from 1/1/2006, the total emoluments that Prof. Varma was drawing as Advisor were also revised. The revised emoluments were Rs.53660 after deducting the revised pension of Rs.23700 (Delhi University communication No. Fin-I/Salary Cert/ dated 9/3/2011).
- Professor Varma joined AUD on 1/9/2008.

B Shri C. M Sharma

- Shri C. M Sharma retired from service on superannuation on 31 May, 2008. At the time of superannuation, Shri Sharma was holding the position of Chief Controller of Accounts of the Government of NCR, Delhi.
- According to the Last Pay Certificate issued by the Delhi Administration under GAR 11(4) & 80, Shri Sharma's pay in the revised scale on 31/05/2008 was Rs37400+ grade pay of Rs.8700 (Rs.46100). He was in addition drawing Rs.5532 as Dearness Allowance, Rs.300 as CCA and Rs.7256 as HRA. His total emoluments (salary) at the time of retirement were Rs.59188. His pension was fixed at Rs.23050 vide PR. AO/1803/1906 dated 3/11/2008. Since Shri Sharma retired well before 1/9/2008, he was not eligible for the revised rates of HRA and Transport allowance that came in to force only with effect from that date.

- Shri Sharma joined AUD as Consultant (Finance) on 25/08/2008 on the terms approved by the Board. The Second meeting of the Board of Management held on 3rd November 2008 redesignated him as Advisor (Finance).

5. Issues for Consideration

A Compensation Package of Professor Varma:

- Professor Varma on his joining AUD as Advisor on 1/9/2008 was paid the same package that he was getting from the Delhi University, namely, Rs.47692 that included dearness pay, dearness allowance, city compensatory allowance, house rent allowance and travelling allowance, reduced by the pension (50% of the pre-revised basic pay)
- It does appear from the file that Prof. Varma was also drawing the additional dearness allowance sanctioned by the Government twice every year to neutralise inflation. This is evident from the details of the September 2010 salary disbursement according to which, the dearness allowance went up to Rs.23433, raising his total emoluments to Rs. 55238 (Transport allowance of Rs.800 was withdrawn as he was given the facility of university car).
- Meanwhile the revision of pay scales was implemented by the Delhi University and according to the DU Office Order No. Estab. (T)/V/P.C-VI dated 5 April 2010, Professor Varma's basic pay was fixed at Rs.47440 in the pay band of Rs.37400-67000, and together with the Academic Pay of Rs.10000, his gross pay was settled at Rs.57440. On superannuation on 5/1/2006, his pension should be Rs. 28720 (50% of basic pay and grade pay).
- From the day Professor Varma joined the AUD, his appointment as Advisor (Planning) has to be considered as reemployment. In fact, the Board resolution of August 4, 2008 says as much when it resolved to settle the compensation package of Professor Varma in terms of last salary drawn on retirement minus pension, which is the standard term for reemployment
- The issues relevant to the consideration of Prof. Varma's appointment are:
 - He retired as a senior Professor and according to UGC's guidelines academics are eligible for reappointment till they attain the age of 70 years in centrally funded universities. An extract from the UGC guidelines on reemployment of superannuated teachers issued vide UGC letter No.F.3-1/94 (PS) Pt.File is given below:

"8. Emoluments and Other Privileges:

- A re-employed teacher shall be eligible to draw emoluments equivalent to the last pay drawn minus pension as a consolidated amount which shall remain the same throughout the tenure of re-employment.
- The institution may consider the re-employed teachers for campus housing on prevailing terms, if available, or compensate them to the extent possible towards the house rent.

c) A re-employed teacher shall be entitled to casual/Special Casual/Duty leave on a par with teaching faculty in regular service.

d) The Institution shall provide all the essential academic facilities to the reemployed teacher*.

Note: What is mentioned in clause a) is emoluments equivalent to the last pay drawn minus pension; this formulation implies last pay plus allowances as the reference is to emoluments and not pay).

- Reemployment, according to these guidelines should be against vacant sanctioned posts.
- Prof. Varma was appointed as Advisor (Planning). The planning function is crucial to a newly established university. In fact, the AUD has approved an Ordinance (No.8) dealing with the functions of the Dean (Planning) in May 2010. The Dean is to be appointed from among the Professors of the University and is an academic position. Thus, Prof. Varma's engagement, right from the beginning, was intended to assist the Vice-Chancellor in settling the directions of academic development of the university.
- Needless to say that, as a new university, the AUD had still to develop its systems and processes. The statutes and ordinances settling out these processes were not in place, and without them, no regular appointments could be made.. Within three days of the enforcement of the University Act and the appointment of the Vice-chancellor, engagement of experienced persons on an ad hoc basis was the only option available to the university to proceed with the shaping of the university and completing the preliminary requirements of system building. By all accounts, therefore, Prof. Varma's engagement has to be treated as an appointment against a potentially regular academic position, though technically the position of Dean (Planning) had not been created on that date.

B Compensation Package to Shri C. M Sharma

- 1) Shri Sharma superannuated as the Chief Controller of Accounts, Delhi Government in May 2008 and was invited to join the AUD to take charge of its finances and accounts. In his case too, the terms offered were "last salary minus pension". The Central Government's orders on reemployment of superannuated employees (especially those appointed as Chairmen or Members of Regulatory Commissions, etc) use this expression for fixation of pay of retired Government servants. *In this case too, the critical factor is the availability of a vacant sanctioned post that is budgeted for in the relevant Department's budget. In such cases, the term salary minus pension is interpreted to include the following:*

- Basic pay in the relevant scale (now the relevant pay band plus the grade pay);
- All allowances admissible on the basic pay (now the relevant stage in the pay band plus grade pay);
- The gross emoluments so worked out on the date of retirement reduced by the pension shall be the pay fixed on reemployment.

ii) Shri Sharma's gross pay (total emoluments) on the date of his retirement, as noted earlier, was Rs.59188 and his pension was 23050. According to the above pay fixation formula, Shri Sharma was eligible to draw Rs.36138 on his appointment to AUD provided the following conditions are met:

- The post to which he was appointed is a sanctioned vacant post and the expenditure on it was provided in the AUD budget;
- As noted in Prof. Varma's case, the invitation to Shri Sharma went on the third day of its establishment when no officer of the University other than the Vice-Chancellor was in place. The University Act provides for the office of a Controller of Finance, but to make a formal appointment to that office, it was necessary that other statutory requirements like appropriate statutes/ordinances were framed that prescribed the method of appointment, the terms and conditions of service, etc.
- The Act did provide for the appointment of the first Controller of Finance by the Chancellor under transitory provisions of Section 44, but no such appointment was made. It has to be noted here that the First Statutes notified by Delhi government effective from 28/8/2008 provided, among others, for the appointment of the University's Controller of Finance under Statute 9, but left the details of the composition of the Selection Committee and terms and conditions of service to be prescribed by Ordinances to be made later. However, there was a crucial provision in Statute 9 (3) according to which the Controller of Finance should retire on attaining the age of sixty years.
- Though he was designated as Consultant and later as Advisor, there was no doubt that his engagement was to take charge of the functions of the Controller of Finance which is a statutory office provided for in the Act and therefore budgeted in the university's sanctioned budget. For all practical purposes, Shri Sharma has been the de facto Controller of Finance of AUD though he was not eligible to be so designated in the context of the provision of Statute 9(3).
- Engagement of a Consultant on a casual basis could not have met the requirements of discharging the functions of the Controller of Finance of the University. It was necessary to engage someone who was responsible and accountable, and who could be trusted with the administration of the university funds. Shri Sharma apparently met this requirement.
- In the circumstances, it is reasonable to assume that Shri Sharma's engagement fulfils all conditions, except the age of superannuation, laid down in the government circulars on pay fixation of superannuated persons appointed on reemployment to various statutory offices like the Regulatory Commissions, etc. that permits appointment on pay minus pension, as explained above
- Taking all these facts and circumstances in to account, it could be held that Shri Sharma was eligible to draw total emoluments of Rs.36138 (retiring salary minus pension) from the date of his appointment in the AUD.

6. Recommendations

A. Professor Vijaya Varma

- i) According to the UGC guidelines, Prof. Varma is eligible for reemployment on a consolidated salary equal to his total emoluments at the time of superannuation, minus pension. His total emoluments at the time of retirement and the actual pay and allowance drawn by him from AUD are shown in the following Table:

Components of the Package	Total emoluments	Actual Pay Drawn	Remarks
1. Last Pay	57740	32100*	*Includes Dearness Pay
2. HRA	9630	9630	
3. DA	9190	15087@	@Raised to 23433 from 1/9/10 after adding later instalments
4. CCA	Nil	300	#withdrawn after provision of office car
5. TA	800	800#	
Total Emoluments	77360	57917	*Pension prior to revision of pay.
6. Pension	23700	10225*	The difference between columns 3 and 4, namely, Rs.5968 p.m. (53660-47692) is due to Prof. Varma from the date of his engagement.
7. Salary due on reemployment	53660	47692	

Note: The difference between columns 2 and 3 reflects the impact of the revision of pay effective from 1/1/2006, but implemented much later.

- ii) It is presumed the AUD has been paying Prof. Varma the additional instalments of dearness allowance as and when they were released. If not, he would be entitled to those half-yearly increases (apparently, he was paid these instalments as the actual DA drawn has gone up from Rs.9190 to 15087 in September 2008 and Rs.23433 in September 2010).
- iii) The AUD may work out the salary due as per the above statement from the date of his engagement and the actual salary drawn and pay Prof. Varma the difference in the form of arrears consequent to the revision of pay scales from 1.1.2006.
- iv) Prof. Varma's re-employment would come to an end in January 2011 when he attained the age of 70 years. His continuance in office as a re-employed teacher would not be consistent with the UGC guidelines. If his services are considered necessary and desirable beyond that date, AUD may work out an appropriate consolidated amount as fees which would not then carry with it any elements of allowances of any kind, and retain him on a new contract.

B. Shri C. M. Sharma

- i) According to the Central Government Rules (Central Civil Services (Fixation of Pay of Re-employed Pensioners) Orders, 1986, a re-employed pensioner shall be allowed to draw pay only in the prescribed scales of pay for the post

on which he is re-employed and at an appropriate stage of such scale depending upon his retirement pay, and pension shall be deducted from the pay so fixed. These rules further provide that the drawal of various allowances and other benefits based on pay shall be regulated with reference to the pay that is fixed on re-employment, that is, the pay fixed before reduction of pension. In other words, the retirement pay will be the basis for reckoning all allowances that are admissible as a percentage of the basic pay, in cases of re-employment as well.

- ii) Though the office of Controller of Finance is a statutory office with a prescribed pay in the pay band of Rs. 37400-67000, and a grade pay of Rs.10000, Shri Sharma cannot legitimately lay claim to this office as he does not qualify on the age criterion. Nevertheless, since his appointment de facto entitles him to the privileges of the office of the Controller of Finance, he should be eligible to draw pay and allowances as per the rules of re-employment without any addition to the emoluments at the time of retirement. In other words, Shri Sharma would not be eligible to draw the revised rates of HRA and transport allowance as they were not part of his emoluments at the time of retirement. However, according to the provisions of the Rules mentioned above, he is eligible to claim dearness allowances at enhanced rates as and when sanctioned during the period of his engagement with the AUD. The total emoluments he drew from AUD and those he was drawing at the time of his retirement compare as follows:

Components of the retirement pay(31/05/2008)	Total emoluments due	Actual Pay drawn	Remarks
Basic pay +grade pay	46100	46100	
Pension	23050	23050	
1. Pay minus pension	23050	23050	
2.DA	5532	7376	Adjusted according to the prevailing rates going up to Rs.16135 in September 2010
3. HRA	7256	13830*	*This represents 30% of basic pay on retirement, but is not part of the emoluments at the time of retirement.
4. CCA	300	300	
Total emoluments minus pension	36670	44256	

- iii) The issue in this case is the drawal of HRA at enhanced rates for which Shri Sharma was not eligible. As he cannot stake any legitimate claim to the position of Controller of Finance (he is disqualified due to his age), he does not fulfil the basic criteria for reemployment as Controller of Finance. As he was not eligible for the enhanced rate of HRA at the time of his retirement, he has no claim to it on reemployment. In the circumstances, while his emoluments at the time of his retirement could be protected, there is no justification to confer additional benefits on re-employment. It has to be noted that no such increase was given to Prof. Varma.
- iv) Accordingly, the University may work out the emoluments due to Shri Sharma on the basic pay indicated in column 2 (Rs.36670) plus the enhanced rates of

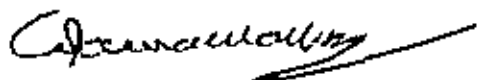
DA sanctioned from time to time from the date of his engagement with AUD and consider recovery of the excess payment made to Shri Sharma, if any.

7. The recommendations made in Para. 6 substantially answer all the major issues mentioned in the Terms of Reference. Nevertheless, a brief recapitulation of the main recommendations concerning each of the terms of the TOR is given below:
- (a) The pay fixation of both Prof. Varma and Shri Sharma is, by and large, in accordance with the guidelines governing post-retirement re-employment. While the arrears due to Prof. Varma on revision of pay may be worked out and paid, the excess HRA claimed by Shri Sharma needs to be recovered (TOR 1).
 - (b) A person is reemployed to perform official duties. It stands to reason therefore that he/she is extended all facilities for the performance of his/her duties. If provision of transport and telephone is essential for the performance of the work assigned to a reemployed person, he/she should be given those facilities. It does not however follow that these facilities can be claimed by such reemployed pensioners (indeed by any employee) as a matter of right. These are matters to be decided by the University Administration on a case - by - case basis. However, since transport allowance is now a part of the salary package, those who are provided the facility of university vehicles will not be eligible for transport allowance. It is presumed that there are systems in place to ensure that university vehicles are used only for official purposes (TOR 2).
 - (c) Academics can be re-employed in different circumstances. One is to fill the shortage of teachers against sanctioned positions. In such cases, the UGC guidelines mentioned above will have primacy in settling the terms and conditions. Engagement of retired academics can also happen to meet specific situations and for specific periods. It will not be appropriate to resort to Government rules for engaging consultants for academic assignments. Firstly, they can be engaged till they attain the age of 70 years that is a long period, and secondly, no senior academic would offer himself for any work on terms provided in the Government rules on the engagement of retired personnel on consultancy assignments. The DU decision to reemploy retired persons (presumably employees other than teachers) on last pay minus pension plus 40% thereof should be the norm for reemployment of non-academics in AUD as the Board has adopted this pattern. Reemployment of academics to perform academic work is not governed by the DoPT circulars. In such cases, it is not the designation (Advisor/Consultant) that matters; but the nature of work to be performed should determine the type of engagement. In many cases, it would be advisable to negotiate the terms with prospective senior academics and obtain the previous approval of the Board before engaging them (TOR 3).
 - (d) It would be worthwhile at this stage to reflect on the prospect of a new university like the AUD building up a good team of teachers. It is now well known that even the best universities in the country are facing enormous problems in getting good teachers. Well established Central Universities, Delhi University included, and institutions like the IITs currently have a shortage of 30-40% shortage in their sanctioned teaching strength. Obviously, AUD will find it difficult to compete with them in recruiting young teachers. A possible solution that AUD could explore is to invite senior teachers who have retired or are about to retire, and are willing, to take up positions as Professors of the University (they could work till they attain the age of 70 as regular faculty) to assist the University in building a competent and professional team of teachers (TOR 3).

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(e) Superannuated persons engaged as Consultants or Advisors for administrative, professional and technical assignments cannot all be treated on the same basis. If the work assigned to them is of a reasonably routine nature like office administration, accounts, computer operations, equipment maintenance, etc, their engagement should be governed by the DoPT guidelines or the University decision mentioned in (c) above, according to which an appropriate consolidated fee subject to a ceiling of Rs20000 (26000) with no allowances or the retirement pay minus pension plus 40% thereof should be settled as the package. If the engagement is for the performance of a highly specialised assignment that requires higher administrative or managerial experience and skills and/or high professional attainments (designing information management systems, development of HR systems, etc.), the engagement should be on the basis of a negotiated fee that should be approved in each case by the Board of Management. (TOR 4).

8. I am grateful to Dr. S.K. Pulist, Deputy Registrar, for his help in gathering the relevant information and material that was necessary in the preparation of this Report.


(C R PILLAI)

Annexure-XIII

Resol.No.19/BOM/24.06.2011

Considered the recommendations of the amount of remuneration and extension in the term of appointment of (a) Prof. Vijaya S. Varma, Advisor (Planning) and (b) Shri C.M. Sharma, Advisor (Finance)

PART - I

A) Prof. Vijaya S. Varma, Advisor (Planning)

BACKGROUND

The Board of Management at its meeting held on 4th August, 2008 considered the contractual appointment of Prof. Vijaya Varma (Former Dean of Planning, University of Delhi) as Advisor (Planning) and resolved that Prof. Varma be appointed as Advisor (Planning) for a period of one year w.e.f. the date he joins duty on a **compensation of last salary drawn minus pension.**

The tenure of Prof. Varma as Advisor (Planning) was further extended by the Board of Management for a period of one year w.e.f. 1.09.2009 i.e. upto 31.8.2010.

Further, the Vice-Chancellor vide his order dated 17.08.2010 decided that Prof. Varma's term of appointment be extended till the Board of Management considers this matter. Subsequently it was decided that this matter may be placed before the BOM in subsequent meeting after receipt of report from the Pillai Committee appointed by the Vice-Chancellor.

Facts

Prof Varma was offered the position of Advisor (Planning) vide letter dated 30.08.2008 issued by the Vice-Chancellor of AUD and he joined his duties w.e.f. 1.09.2008. Prof. Varma is in receipt of his pay and allowances from September, 2008 and September, 2010 as under:

September, 2008

Basic Pay	:	21400.00
Dearness Pay	:	10700.00
DA	:	15087.00
CCA	:	300.00
HRA	:	9630.00
TA	:	800.00
Total	:	<u>57917.00</u>
(-) Pension	:	<u>- 10225.00</u>
Net Payable Amount	:	<u>47692.00/-</u>

September, 2010

Basic Pay	:	21400.00	Income Tax	7100.00
			Cess	213.00
Dearness Pay	:	10700.00		
DA	:	23433.00		
CCA	:	300.00		
HRA	:	9630.00		
Total	:	65463.00		
(-) Pension	:	<u>10225.00</u>		
Total Salary	:	55238.00	Total Deduction	7313.00
Net Payable Amount	:	<u>47925.00/-</u>		

Though there are no papers available in the file of Prof. Varma with regard to above fixation of pay but the Finance Department has confirmed the above position and according to them he has been drawing the above pay since September, 2008. Prof. Varma is also being provided transport facility (Staff Car), mobile phone and broadband facility similar to the one being provided to statutory officers of the University.

The Board of Management in its 7th meeting held on 31st May, 2010 has resolved further that in case of retired employees engaged on contractual basis, they shall be paid the consolidated amount based on the last pay drawn plus grade pay minus pension + 40% thereof, on the pattern of the University of Delhi.

Prof. Vijaya S. Varma vide his letter dated 14.06.2010 has intimated that as a result of the implementation of the 6th CPC, his Basic salary has been revised to Rs.47400 per month in the pay Band 4, his academic grade pay has been fixed at Rs.10,000 and his pension has been revised. He has made a request that as consequence he is entitled to arrear of salary from the date he started working at Ambedkar University, Delhi.

Based on the above decision of the BOM in its 7th meeting held on 31st May, 2010 the maximum amount payable to Prof. Varma in the pre-revised scale comes to Rs. 10,225/- upto 31.05.2010 and Rs. 14,315/- (Pension Rs.10225 + 40% of Pension Rs.4090) w.e.f. 01.06.2010. The maximum amount payable is Rs.26000/- but Prof. Varma, Advisor Planning is being paid an amount of Rs. 55,238/- p.m. Pay fixation of Prof. Varma in the revised pay scale i.e. subsequent to fixation by University of Delhi, shall be done after the BOM has decided the matter, which will come to about Rs. 28,720/- p.m. upto 31.05.2010 and Rs. 40,208/- w.e.f. 01.06.2010.

Office Comments with reference to Govt. rules

As per G.I, Deptt. of Per. & Trg. O.M. No.16012/12/2005-Estt. (Allowance) dated 16.03.2006, the maximum amount payable to the consultants is Rs.20000/p.m. and subsequently raised to Rs. 26000/- p.m.

Further as per G.I, Deptt. of Per. & Trg. O.M. No.16012/7/97-Estt.(Allowance) dated 13.02.1998 consultants are not entitled to DA, HRA, CCA or any other Relief.

As per Swamy's Hand Book 2009 consultants are also not entitled for Telephone and transport facilities.

B) Shri C.M. Sharma, Advisor (Finance)

BACKGROUND

The Board of Management at its meeting held on 4th August, 2008 considered the contractual appointment of Shri C.M. Sharma and resolved that Shri Sharma be appointed as Consultant (Finance) for a period of one year w.e.f. the date he joins duty on a **compensation of last salary drawn minus pension**. The designation of Consultant (Finance) was modified as Advisor (Finance) without any changes in term of appointment, by the Board of Management in its third meeting held on 3rd November, 2008.

The tenure of Sharma was extended by the Board of Management for one year w.e.f. 25.09.2009 and accordingly the term of appointment of Shri Sharma as Advisor (Finance) has been extended upto 24.8.2010.

Further, the Vice-Chancellor vide his orders dated 17.08.2010 decided that Shri Sharma's term be extended till the Board of Management considers this matter.

Subsequently it was decided that this matter may be placed before the BOM in subsequent meeting after receipt of report from the Pillai Committee appointed by the Vice-Chancellor.

Though there are no papers available in the personal file of Shri C.M. Sharma with regard to above fixation of pay with the approval of competent authority but it is seen from the records of the Finance Department that he has been paid pay and allowances for the month of August, 2008 and September, 2008 and September, 2010 as under:

	B.P.	D.A./HRA	Gross pay
25.08.08 to 31.8.2008	9652 (-) 5948 2245	1903 3569	11421
September, 2008	37400 (-)23050 8700	7376 13830	44256

September, 2010

Allowances	Deductions		
Basic Pay	: 37,400.00	Income Tax	: 7,700.00
Grade Pay	: 8,700.00		
Dearness Allowance	: 16,135.00	Cess	231.00
House Rent Allowance	: 13,830.00		
Minus Pension (-)	: <u>23,050.00</u>		
Total	<u>53,015.00</u>	Total	<u>7,931.00</u>
Net Paid Rs. 45,084.00/-			

Facts

Shri Sharma has also been availing the facilities of transport (staff car) residential telephone, mobile phone and broadband facility similar to the one being provided to statutory officers of the University.

The Board of Management in its 7th meeting held on 31st May, 2010 has resolved further that in case of retired employees engaged on contractual basis, shall be paid the consolidated amount based on the last pay drawn plus grade pay minus pension + 40% thereof, on the pattern of the University of Delhi.

Based on the above decision of the BOM, the maximum amount payable to Shri Sharma comes to Rs. 23,050/- upto 31.05.2010 and Rs. 32,270/- p.m. (Pension Rs. 23,050/- + 40% of Pension – Rs. 9,220/-) w.e.f. 01.06.2010. But Shri Sharma Advisor Finance has been paid amount of Rs. 53015/- p.m. However, as recommended by Pillai Committee the excess amount of HRA only @ Rs. 6,574/- p.m. w.e.f. 25.08.2008 is to be recovered from Shri C.M. Sharma.

Office Comments with reference to Govt. rules

The component of the salary in such cases on which the Board of Management has decided the formula of pay, is considered to be in accordance with the pay under Fundamental Rules i.e. FR-9 (21)(a). According to which the pay means the amount drawn monthly by a government servant as:

- (i) the pay, other than special pay or pay granted in view of his personal qualifications, which has been sanctioned for a post held by him substantively or in an officiating capacity, or to which he is entitled by reason of his position in a cadre; and
- (ii) overseas pay, special pay and personal pay; and
- (iii) any other emoluments which may be specially classed as pay by the President.

Further in accordance with the Rule 3(8) of CCS(RP) Rules, 2008, the Basic Pay in the revised pay structure means the pay drawn in this Pay Band Plus Grade Pay but it does not include any other Pay, Special Pay etc.

As per GoI, Deptt. of Per. & Trg. O.M. No.16012/12/2005-Estt.(Allowance) dated 16.03.2006, the maximum consolidated amount payable to the consultants is Rs.20000/per month which was subsequently revised to Rs. 26000/- p.m.

Further as per GoI, Deptt. of Per. & Trg. O.M. No.16012/7/97-Estt.(Allowance) dated 13.02.1998 consultants are not entitled to DA, HRA, CCA or any other Relief.

As per Swamy's Hand Book 2009 consultants are also not entitled for Telephone and Transport facilities.

PART - II

Pillai Committee recommendations:

In view of the complexity of the case, the Vice-Chancellor constituted a one man committee (Pillai Committee) on 07.04.2011. The report of the committee is annexed at Annexure. The committee has given the following recommendations:

- a. The pay fixation of both Prof. Varma and Shri Sharma is, by and large, in accordance with the guidelines governing post-retirement re-employment.

While the arrears due to Prof. Varma on revision of pay may be worked out and paid, the excess HRA claimed by Shri Sharma needs to be recovered.

- b. A person is reemployed to perform official duties. It stands to reason therefore that he/she is extended all facilities for the performance of his/her duties. If provision of transport and telephone is essential for the performance of the work assigned to a reemployed person, he/she should be given those facilities. It does not however follow that these facilities can be claimed by such reemployed pensioners (indeed by any employee) as a matter of right. These are matters to be decided by the University Administration on a case-by-case basis. However, since transport allowance is now a part of the salary package, those who are provided the facility of university vehicles will not be eligible for transport allowance. It is presumed that there are systems in place to ensure that university vehicles are used only for official purposes.
- c. Academics can be re-employed in different circumstances. One is to fill the shortage of teachers against sanctioned positions. In such cases, the UGC guidelines mentioned above will have primacy in settling the terms and conditions. Engagement of retired academics can also happen to meet specific situations and for specific periods. It will not be appropriate to resort to Government rules for engaging consultants for academic assignments. Firstly, they can be engaged till they attain the age of 70 years that is a long period, and secondly, no senior academic would offer himself for any work on terms provided in the Government rules on the engagement of retired personnel on consultancy assignments. The DU decision to reemploy retired persons (presumably employees other than teachers) on last pay minus pension plus 40% thereof should be the norm for reemployment of non-academics in AUD as the Board has adopted this pattern. Reemployment of academics to perform academic work is not governed by the DoPT circulars. In such cases, it is not the designation (Advisor/Consultant) that matters; but the nature of work to be performed should determine the type of engagement. In many cases, it would be advisable to negotiate the terms with prospective senior academics and obtain the previous approval of the Board before engaging them.
- d. It would be worthwhile at this stage to reflect on the prospect of a new university like the AUD building up a good team of teachers. It is now well known that even the best universities in the country are facing enormous problems in getting good teachers. Well established Central Universities, Delhi University included, and institutions like the IITs currently have a shortage of 30-40% shortage in their sanctioned teaching strength. Obviously, AUD will find it difficult to compete with them in recruiting young teachers. A possible solution that AUD could explore is to invite senior teachers who have retired or are about to retire, and are willing, to take up positions as Professors of the University (they could work till they attain the age of 70 as regular faculty) to assist the University in building a competent and professional team of teachers.
- e. Superannuated persons engaged as Consultants or Advisors for administrative, professional and technical assignments cannot all be treated on the same basis. If the work assigned to them is of a reasonably routine nature like office administration, accounts, computer operations, equipment maintenance, etc, their engagement should be governed by the DoPT guidelines or the University decision mentioned in (c) above, according to which an appropriate consolidated fee subject to a ceiling of Rs20000 (26000) with no allowances or the retirement pay minus pension plus 40% thereof should be settled as the package. If the engagement is for the performance of a highly specialised assignment that requires higher administrative or managerial experience and

skills and/or high professional attainments (designing information management systems, development of HR systems, etc.), the engagement should be on the basis of a negotiated fee that should be approved in each case by the Board of Management.

The matter is submitted for consideration for the Board of Management on the following:

A. Prof. Vijaya S. Varma, Advisor (Planning)

- i) The above recommendations of the Pillai Committee are submitted for decision in the matter.

Pillai Committee has recommended that in accordance with the guidelines giving post-retirement reemployment, the arrears due to Prof. Varma as revision may be worked out and paid.

- ii) Whether the facilities like Transport, reimbursement of telephone/mobile charges/broadband facility etc. may be governed in accordance with the Govt. of India rules on the subject for consultants or these facilities may continue to be provided similar to the one provided to statutory officers of AUD.
- iii) Extension of Prof. Varma, Advisor (Planning) upto 05.01.2011 i.e. on attaining the age of 70 years and beyond 05.01.2011.

B. Shri C.M. Sharma, Advisor (Finance)

- i) The above recommendations of the Pillai Committee are submitted for decision in the matter. Recovery of excess - HRA claimed by Shri C.M. Sharma needs to be recovered.
- ii) Whether the facilities like Transport, Broadband and reimbursement of telephone/mobile charges etc. may be governed in accordance with the Govt. of India rules on the subject for consultants or these facilities may continue to be provided similar to the one provided to statutory officers of AUD.
- iii) For consideration of further extension beyond 24.08.2010 up-till the Board decides in its meeting on 24.06.2011.