

مولاانا آزاد نيشنل اردو يونيورسٹی  
 MAULANA AZAD NATIONAL URDU UNIVERSITY  
 (A Central University established by an Act of Parliament in 1998)  
 (Accredited "A" Grade by NAAC)



**MINUTES OF THE MEETING OF THE 57<sup>TH</sup> EXECUTIVE COUNCIL HELD ON  
 THE 21<sup>ST</sup> JUNE 2016 AT 10.30 AM**

**MEMBERS PRESENT:**

S.No.	Name	Designation
1	<b>Dr. Mohammad Aslam Parvaiz</b> Vice-Chancellor	Chairman
2	<b>Prof. Mazhar Asif,</b> Dept. of Persian, Gauhati University	Member, Visitors Nominee
3	<b>Dr. Sanjay Kumar</b> Associate Professor, & Head, Dept. of Economics, Govt. College, Daman & Diu	Member, Visitors Nominee
4	<b>Dr. Alamgheer Ali Ahmad</b> Associate Professor, Dept. of Hindi, Shibli National College, Azamgarh	Member, Visitors Nominee
5	<b>Dr. Bisen Jogendersing Motisingh</b> Principal, Dayanand College of Arts, Latur	Member, Visitors Nominee
6	<b>Prof. Abdul Wahid</b> Dean, School of CS & IT	Member
7	<b>Prof. Mohd. Abdul Azeem</b> Dean, School of Management & Commerce	Member
8	<b>Prof. Ehtesham Ahmed Khan</b> Dean, School of Mass Communication & Journalism	Member
9	<b>Prof. S. M. Rahmathullah</b> Dean, School of Arts & Social Sciences	Member
10	<b>Prof. K. R. Iqbal Ahmed</b> Director, DDE	Ex-Officio Member
11	<b>Prof. Siddiqui Mohd. Mahmood</b> Professor, Dept. of Education & Training	Member
12	<b>Dr. Shahida</b> Associate Professor, Dept of Women Education	Member
13	<b>Dr. Mosarat Jahan</b> Assistant Professor, Dept. of Urdu	Member
14	<b>Dr. Shakeel Ahmad</b> Registrar	Ex-Officio Secretary

The following discussions were held under Zero Hour:

At the outset the Vice-Chancellor welcomed all the members of Executive Council especially the newly appointed members of Visitors Nominee. The Vice-Chancellor gave a brief self introduction and requested all members to introduce themselves and the members have given a brief introduction of themselves. Thereafter, the agenda items were taken up.

**57.1 Confirmation of the minutes of 55<sup>th</sup> and 56<sup>th</sup> Meeting of the Executive Council held on 26.12.2015 and 07.03.2016**

The Registrar informed that the minutes of the meetings were circulated among the members. No comments have been received from the members on the Minutes of 56<sup>th</sup> and 57<sup>th</sup> Executive Council held on 26.12.2015 and 7.3.2016 respectively.

The Executive Council confirmed the Minutes of its 55<sup>th</sup> and 56<sup>th</sup> meetings held on 26.12.2015 and 7.3.2016 respectively.

**57.2 Follow up action taken report on the minutes of 55<sup>th</sup> and 56<sup>th</sup> Executive Council meetings held on 26.12.2015 and 7.3.2016 respectively.**

The Registrar presented the action taken reports on the decisions taken by Executive Council at its 55<sup>th</sup> and 56<sup>th</sup> meetings held on 26.12.2015 and 7.3.2016 respectively. The Executive Council noted the action taken reports and approved the same.

**57.3 Items for Reporting / Ratification**

**57.3(1) Appointment of Visitors Nominee on the Executive Council of MANUU**

The appointment of the following as Visitors Nominee on the Executive Council was noted:

S. No.	Name & Designation	Composition	Effective date of appointment
1	Prof. Mazhar Asif, Dept. of Persian, Guahati University, Assam	Visitors Nominee	15.01.2016
2	Dr. Sanjay Kumar (Satyarthi), Associate Professor & Head, Dept. of Economics, Govt. College Daman & Diu	Visitors Nominee	15.01.2016
3	Dr. Alamgheer Ali Ahmad, Associate Professor, Dept. of Hindi Shibli National College, Azamgarh	Visitors Nominee	15.01.2016
4	Dr. Bisen Jogendrasingh Motisingh, Principal, Dayanand College of Arts, Latur, Maharashtra	Visitors Nominee	15.01.2016



**57.3(2) Appointment of Dr. Shakeel Ahmad, Joint Secretary, UGC as Registrar MANUU**

The EC was informed that based on the recommendations of the Selection Committee held on 06.01.2016, Dr. Shakeel Ahmad, Joint Secretary UGC has been appointed as Registrar (on deputation basis) Maulana Azad National Urdu University in the Pay Scale of Rs. 37400-67000 plus Grade Pay of Rs. 10000/- for the period of five years. He assumed the charge as Registrar w.e.f 01.02.2016. As per recommendations of Selection Committee, his pay has been fixed with five additional increments on his present Basic Pay as under:

Present Pay: Rs. 55300 (46600+8700)  
Add five increments @ 3% of Rs. 55300=Rs. 8300  
Pay after adding 5 additional increments: Rs. 54900 (46600+8300)  
Pay fixed as on 1.2.2016: Rs. 64900 (54900+10000)  
Date of next increment 1.7.2017

The terms and conditions of his appointment are as per provisions of Section-5 of University Act & Statutes and on deputation basis under GoI rules.

The Executive noted and approved the appointment and fixation of Pay of Dr. Shakeel Ahmad as Registrar, MANUU.

**57.3(3) Appointment of Prof. S. M Rahmathullah, Dean, SA&SS as Incharge Finance Officer, MANUU**

The EC was informed that the interview was conducted to fill the position of the Finance Officer. However, the Selection Committee did not find suitable candidate. The Vice-Chancellor informed that we have written a letter to Account General Office to send panel of names for the appointment of Finance Officer. As an interim measure, Prof. S. M. Rahmatullah, Dean, School of Arts & social Sciences was given the additional responsibility of Finance Officer.

The Executive Council ratified the action taken by the Vice-Chancellor.

**57.3(4) Appointment of Prof. Mohd. Shahid as Controller of Examinations MANUU**

The EC was informed that on the recommendations of the Selection Committee held on 31.03.2016, Prof. Mohd. Shahid, Professor, Dept. of Social Work has been appointed as Controller of Examinations for a period of two years from the date of joining duty in the Pay Scale of 37400-67000 plus GP of Rs. 10000/- with protection of his existing Basic Pay and retention of Lien on his substantive post of Professor, Dept. of Social Work. He joined duty as Controller of Examinations in the forenoon of 1.4.2016. The EC noted and ratified the same.

**57.3(5) Appointment of Prof. A. Ravinder Nath as OSD (Planning & Development)**

The EC was informed that MANUU need a person who is familiar with Higher Education Policy, Planning and Administration and he should be able to advice on the policy framework to be devised for expansion and diversification of the University Developmental Activities. To achieve the above goals and for the effective development of Academic & Research excellence, the Vice-Chancellor appointed Prof. A. Ravinder Nath as Officer on Special Duty (Planning & Development), MANUU on deputation basis for a period of two years. He was relieved by the



Osmania University on the forenoon of 9<sup>th</sup> May, 2016 to join MANUU. He reported to duty as OSD on 9.5.2016 (FN).

The EC noted and ratified the action taken by the Vice-Chancellor.

**57.3(6) Appointment of Mr. S. B. Vijaya Sekhar as Internal Audit Officer of MANUU**

The EC noted and ratified the appointment of Mr. S. B. Vijaya Sekhar who is working as Senior Audit Officer, AG's Office as Internal Audit Officer on deputation basis initially for a period of two years in the Pay Band of Rs. 15600-39100 with Grade Pay of Rs. 7600/-. He joined duties on 19.04.2016 (AN).

**57.3(7) Appointments of member of Finance Committee as nominee of the Executive Council**

The Executive Council noted and ratified the appointment of the following faculty members as members of the Finance Committee as per provisions contained in Statute 18 (1) (iii) of University Act & Statues.

S. No.	Name of the Faculty	Composition	Effective date
1	Prof. M.A.Azeem, Dean, School of Commerce and Business Management	Member of Executive Council	18.04.2016
2	Mr. B. Pandu Reddy, Finance Officer, University of Hyderabad	External member	18.04.2016

**57.3(8) Appointment of Members of Executive Council of MANUU**

The Executive Council noted and ratified the appointment of the following faculty members as members of the Executive Council as per provisions contained in Statute 40 of University Act & Statues.

S. No.	Name & Designation	Composition of EC as per Statute 40	Effective date of appointment
1	Prof. M. A. Azeem, Dean, School of Commerce & Business Management	As Dean of School of Studies by rotation according to seniority	05.02.2016
2	Prof. Ehtesham Ahmed Khan, Dean, School of Mass Communication and Journalism	As Dean of School of Studies by rotation according to seniority	04.04.2016
3	Dr. Shahida, Associate Professor, Dept. of Women Education	As a Associate Professor by rotation according to seniority	18.04.2016
4	Prof. S. M. Rahmathullah, Dean, School of Arts & Social Sciences	As Dean of School of Studies by rotation according to seniority	25.05.2016



### 57.3(9) Appointments of Deans for various School of Studies

The Executive Council noted and ratified the appointment of the following Professors as Deans of various Schools as per provisions contained in Statute 7 (i) of University Act & Statues.

S. No.	Name of the Faculty	School	Duration	Effective date
1	Prof. Mohd. Naseemuddin, Professor, Dept. of Urdu	School of Languages, Linguistics and Indology	3 years	04.02.2016
2	Prof. Fatima Begum, Professor, Dept. of Education and Training	School of Education and Training	3 years	01.04.2016
3	Prof. S. Najamul Hasan, Professor, Dept. of Mathematics	School of Sciences	3 years	16.05.2016

### 57.3(10) Appointments of Prof. A. Ravinder Nath, OSD (Planning & Development) as Dean (Academic)

The EC noted and ratified the appointment of Prof. A. Ravinder Nath, Officer on Special Duty (Planning & Development) as Dean (Academics) w.e.f. 20.05.2016 until further orders as an interim arrangement.

### 57.3(11) Appointments of Heads for various Departments

The Executive Council noted and ratified the appointment of the following faculty members as Heads of Departments as per provisions contained in Statute 8 of University Act & Statues.

S. No.	Name of the Faculty	Department	Duration	Effective date
1	Prof. M. A. Azeem, Professor	Management	3 years	01.03.2016
2	Dr. M. Shahid Raza, Associate, Professor	Social Work	3 years	01.04.2016
3	Dr. Afroz Alam, Associate Professor	Political Science	3 years	03.05.2016

### 57.3(12) Promotion of teaching faculty members under CAS from Stage 4 to 5 of UGC Regulations-2010

The EC was informed that based on the recommendations of the Selection Committees the following Associate Professors have been promoted and re-designated as Professors from **Stage 4 to 5** in accordance with the UGC-Regulations-2010 under Career Advancement Scheme. The EC noted and ratified the recommendations of Selection Committees.



Name, Designation & Pay Band	Promoted /upgraded	Date of Selection Committee meeting	Effective date of promotion under CAS-2010
<b>Dr. Abul Kalam,</b> Associate Professor, Dept. of Urdu, MANUU (Pay Band Rs. 37400-67000 plus AGP Rs. 9000)	Associate Professor to Professor from Stage 4 to Stage 5 in the Pay Band of RS. 37400-67000 plus AGP Rs. 10,000 under UGC-CAS-2010	27 <sup>th</sup> January, 2016	12 <sup>th</sup> April, 2013
<b>Dr. Gulfishaan Habeeb,</b> Associate Professor (English) DDE, MANUU (Pay Band Rs. 37400-67000 plus AGP Rs. 9000)	Associate Professor to Professor from Stage 4 to Stage 5 in the Pay Band of RS. 37400-67000 plus AGP Rs. 10,000 under UGC-CAS-2010	27 <sup>th</sup> January, 2016	24 <sup>th</sup> November, 2012
<b>Dr. N. I. Mulla,</b> Associate Professor (Commerce), DDE, MANUU (Pay Band Rs. 37400-67000 plus AGP Rs. 9000)	Associate Professor to Professor from Stage 4 to Stage 5 in the Pay Band of RS. 37400-67000 plus AGP Rs. 10,000 under UGC-CAS-2010	27 <sup>th</sup> January, 2016	30 <sup>th</sup> November, 2009

**57.3(13) Promotion of teaching faculty members under CAS from Stage 1 to 2 of UGC Regulations-2010**

The EC was informed that based on the recommendations of the Screening-cum-Evaluation Committees the following Assistant Professors have been upgraded / promoted from Stage 1 to 2 in accordance with the UGC-Regulations-2010 under Career Advancement Scheme. The EC noted and ratified the recommendations of Screening-cum-Evaluation Committee.

Name, Designation & Pay Band	Promoted /upgraded	Department	Effective date of promotion under CAS-2010
<b>Dr. Shamsul Hoda,</b> Assistant Professor, (Pay Band Rs. 15600-39100 plus AGP Rs. 6000)	From Stage 1 to Stage 2 in the Pay Band of Rs. 15600-39100 plus AGP Rs. 7000 under UGC-CAS-2010	Urdu	18.09.2012
<b>Dr. Karan Singh Utwal,</b> Assistant Professor, (Pay Band Rs. 15600-39100 plus AGP Rs. 6000)	From Stage 1 to Stage 2 in the Pay Band of Rs. 15600-39100 plus AGP Rs. 7000 under UGC-CAS-2010	Hindi	01.01.2009
<b>Dr. Syed Mahmood Kazmi,</b> Assistant Director, (Pay Band Rs. 15600-39100 plus AGP Rs. 6000)	From Stage 1 to Stage 2 in the Pay Band of Rs. 15600-39100 plus AGP Rs. 7000 under UGC-CAS-2010	Translation	01.01.2009
<b>Dr. Junaid Zakir,</b> Assistant Professor, (Pay Band Rs. 15600-39100 plus AGP Rs. 6000)	From Stage 1 to Stage 2 in the Pay Band of Rs. 15600-39100 plus AGP Rs. 7000 under UGC-CAS-2010	Translation	18.09.2012
<b>Dr. Faheemuddin Ahmed,</b> Assistant Professor, (Pay Band Rs. 15600-39100 plus AGP Rs. 6000)	From Stage 1 to Stage 2 in the Pay Band of Rs. 15600-39100 plus AGP Rs. 7000 under UGC-CAS-2010	Translation	18.09.2012





**57.3(14) Appointment of Prof. P. F. Rahman, Professor & Head, Dept. of Zoology as Dean Students Welfare**

The EC noted and ratified the appointment of Prof. P. F. Rahman, as Dean of Students Welfare.

**57.3(15) Appointment of Prof. Mohd. Naseemuddin, Dean, SLL&I as Professor (Chair) M.A. K. Azad Chair**

The EC noted and ratified the appointment of Prof. Mohd. Naseemuddin, as Incharge Professor (Chair), Maulana Abul Kalam Azad.

**57.3(16) Appointment of Prof. Badiuddin Ahmed, Professor & Head, Dept. of Commerce as OSD to Saiyyid Hamid Central Library**

The EC noted and ratified the appointment of Prof. Badiuddin Ahmed, as Officer on Special Duty to Saiyyid Hamid Central Library.

**57.3(17) Appointment of Prof. S. A. Wahab, Professor DDE (on re-employment basis) as OSD Examinations**

The EC noted and ratified the appointment of Prof. S. A. Wahab, Professor (DDE) on re-employment basis as Officer on Special Duty (Examinations).

**57.3(18) Appointments of CPIO and APIO**

The EC noted and ratified the appointments of CPIO of Dr.P.S.Munawar Hussain for a period from 3.2.2016 to 02.06.2016 and Dr.Mahesh Kumar Vairagi w.e.f. 03.06.2016 and Dr.Pathan Rahim Khan as APIO w.e.f 16.03.2016.

**57.3(19) Appointments of Deputy Dean and Asst. Deans of Students Welfare**

The EC noted and ratified the appointment of the following teaching faculty as Deputy Dean and Assistant Deans.

S. No.	Name of the Faculty	Designation	Period of appointment Effective date
1	Dr. Afroz Alam, Associate Professor, Dept. of Political Science	Deputy Dean	For one year w.e.f 26.04.2016
2	Mr. Rafi Mohammed, Asst. Professor, Dept. of Education & Training	Assistant Dean	For one year w.e.f 26.04.2016
3	Dr. Rizwanul Haq Ansari, Asst. Professor, Dept. of Physics	Assistant Dean	For one year w.e.f 26.04.2016
4	Mr. Bonthu Kotaiah, Asst. Professor, Dept. of CS&IT	Assistant Dean	For one year w.e.f 26.04.2016

**57.3(20) Appointment of Asst. Controller of Examinations, MANUU**

The EC noted and ratified the appointment of the following teaching faculty as Assistant Controller of Examinations for a period of one year or until further orders whichever is earlier.



S. No.	Name & Designation	Effective date of appointment
1	Dr. Firoz Alam, Asst. Professor, DDE	21.04.2016
2	Dr. Syed Najiullah, Asst. Professor, Dept. of Public Administration	21.04.2016
3	Dr. Sameena Basu, Asst. Professor, Dept. of Education and Training	21.04.2016

**57.3(21) Appointment of Proctor and Deputy Proctor of MANUU**

The EC noted and ratified the appointments of Prof. M. A. Azeem and Dr. Shahida as Proctor and Deputy Proctor for a period for two years and one year respectively.

**57.3(22) Appointment of Provost for Girls Hostels**

The EC noted and ratified the appointment of Prof. Gulfishaan Habeeb as Provost for Girls Hostels for a period of two years w.e.f 28.03.2016 or until further orders whichever is earlier.

**57.3(23) Appointment of Placement Officer (Incharge) for Campus placements of Students**

The EC noted and ratified the appointment of Dr. Mohd. Fariyad, as Placement Officer Incharge for a period of one year or until further orders whichever is earlier w.e.f. 27.4.2016.

**57.3(24) Establishment of Directorate of Translation and Publications and Appointment of Prof. Mohd. Zafaruddin, as Director, Directorate of Translation & Publications**

The Vice-Chancellor informed the EC that mandate of the University is to promote and develop Urdu Language and to impart education through Urdu Medium. To fulfill this mandate it was felt that the study material in respect of all courses offered by MANUU shall be made available in Urdu Language. There is a dearth of Urdu Study material. In order to prepare, print and publish the Study material in Urdu for regular mode programmes as well as for Distance Education programmes, a Directorate of Translation and Publications has been established.

In view of vast experience of Prof. Mohd. Zafaruddin in Dept. of Translation, it was decided to utilize his services at Directorate of Translation & Publications. Therefore, Prof. Mohd. Zafaruddin has been appointed as Director, Directorate of Translation and Publications w.e.f 8.01.2016 for a period of 3 years or till further orders whichever is earlier.

The EC appreciated the efforts made by the Vice-Chancellor and ratified the action taken by him in this matter.

**57.3(25) Appointment of Mr. Anis Ahsan Azmi as Chief Consultant CULLC**

The Vice-Chancellor informed the EC that the aim for establishment of CULLC was to preserve Urdu language, Heritage and Culture and to evolve it as a resource centre for Urdu loving people.

Further, the Vice-Chancellor informed the EC that Urdu cultural activities were not being under taken in the University. In order to achieve the objectives of the centre,





Mr. Anis Ahsan an eminent person in cultural activities has been appointed as Chief Consultant for CULLC.

The EC noted and ratified the appointment of Mr. Anis Ahsan Azmi as Chief Consultant, CULLC for a period of one year on consolidated remuneration of Rs.70,000/- p.m. w.e.f 13.04.2016 keeping in view of his vast experience in the field of cultural activities.

Dr. Sanjay Kumar suggested to organize events in collaboration with other Institution as a cultural exchange activities.

**57.3(26) Appointment of Assistant Director for CSE-Residential Coaching Academy**

The EC noted and ratified the appointment of Dr. Mahboob Basha, as Assistant Director, CSE-Residential Coaching Academy for a period of one year w.e.f 5.5.2016 or until further order whichever is earlier.

**57.3(27) Dr. Rajendra Mishra, Director, IMC, Relieved from the services w.e.f. 11.01.2016**

The EC noted and ratified the relieving of Dr. Rajendra Mishra, Director, Instructional Media Centre on re-employment basis from the services of MANUU w.e.f. 11.01.2016 (AN) and the charge of IMC given to Mr. Mujahid Ali, Producer till alternate arrangements are made.

**57.3(28) Transfer and posting of Dr. Muzaffar Islam, Asst. Professor & Principal I/c Model School Nuh to CTE-Nuh**

The EC noted and ratified the transfer of Dr. Muzaffar Islam to CTE Nuh. However, he has been directed to continue to perform duties as Principal Incharge, Model School-Nuh till alternate arrangements are made.

**57.3(29) Sanction of Study Leave to certain Asst. Professors for pursuing Ph.D**

The EC noted and ratified the sanction of Study Leave to the following Assistant Professors for pursuing Ph.D.

S. No	Name, Designation & Department	Subject of Ph.D	Period of Study Leave sanctioned
1	Mrs. T. Arundhtati, Asst. Professor, Dept. of CS&IT	Computer Science	Already availed from 16.3.2015 to 15.3.2016, extended for one more year w.e.f. 16.3.2016
2	Mr. S. Omprakash, Asst. Professor, Dept. of English	English	For 8 months w.e.f 1.02.2016 to 30.9.2016
3	Mr. Aslam Kunnathil, Asst. Professor, Detp. of English	English	For one year w.e.f. 3.9.2015 to 2.9.2016

**57.3(30) Financial upgradation and fixation of pay in respect of Non-Teaching staff under MACP Scheme**

The EC noted and ratified the implementation of Modified Assured Career Progression Scheme (MACP) on completion of 10 years of regular service extended as per GoI rules to the following Non-Teaching employees. The details of Pay and Grade Pay awarded are mentioned against their name:

Name	Designation	Present Pay	Revised Pay	Effective date
Mr. Anil Kumar Yadav	Asst. Accounts Officer	P.B. 9300-34800 + G.P 4600 Pay Rs. 17880+4600	P.B. 9300-34800 + G.P 4600 Pay Rs. 18560+4800	24.10.2015
Mr. Mohd. Abu Zafar	Section Officer	P.B. 9300-34800 + G.P 4600 Pay Rs. 17880+4600	P.B. 9300-34800 + G.P 4600 Pay Rs. 18560+4800	30.11.2015
Mr. M. A. Azeem	UDC	P.B. 5200-20200 + G.P 2400 Pay Rs. 10890+2400	P.B. 5200-20200 + G.P 2800 Pay Rs. 11290+2800	01.11.2015
Mr. Nasrullah Shareef	LDC	P.B. 5200-20200 + G.P 1900 Pay Rs. 8600+1900	P.P.B. 5200-20200 + G.P 2000 Pay Rs. 8920+2000	28.10.2015
Mr. Irfan Ahmed Khan	LDC	P.B. 5200-20200 + G.P 1900 Pay Rs. 8600+1900	P.B. 5200-20200 + G.P 2000 Pay Rs. 8920+2000	20.11.2015
Mr. M. A. Shoukth Pasha	Office Attd.	P.P.B. 5200-20200 + G.P 1800 Pay Rs. 7650+1800	P.B. 5200-20200 + G.P 1900 Pay Rs. 7940+1900	24.10.2015
Mr. Dhananjay Mandal	Office Attd	P.P.B. 5200-20200 + G.P 1800 Pay Rs. 7650+1800	P.B. 5200-20200 + G.P 1900 Pay Rs. 7940+1900	04.11.2015
Mr. Mohd. Ishteaque	Office Attd	P.B. 5200-20200 + G.P 1800 Pay Rs. 7650+1800	P.B. 5200-20200 + G.P 1900 Pay Rs. 7940+1900	20.11.2015
Mr. Mohd. Zahid Shaik	System Analyst	P.B. 15600-39100 + G.P 5400 Pay Rs. 22020+5400	P.B. 15600-39100 + G.P 6600 Pay Rs. 22850+6600	17.09.2014
Ms. Minhaj Fatima	Information Scientist	P.B. 15600-39100 + G.P 5400 Pay Rs. 22020+5400	P.B. 15600-39100 + G.P 6600 Pay Rs. 22020+6600	03.05.2015
Dr. Shaik Sadi Arshad	Translator	P.B. 5200-20200 + G.P 2800 Pay Rs. 12140+2800	P.B. 5200-20200 + G.P 4200 Pay Rs. 12140+4200	06.04.2015
Mr. Ishrat Rafeeq	Lab Assistant	P.B. 5200-20200 + G.P 2400 Pay Rs. 10890+2400	P.P.B. 5200-20200 + G.P 2800 Pay Rs. 11290+2800	11.08.2015
Mr. B. Sreenivas Reddy	Office Attendant	P.B. 5200-20200 + G.P 1800 Pay Rs. 7650+1800	P.B. 5200-20200 + G.P 1900 Pay Rs. 7940+1900	02.08.2015
Ms. Haleema Begum	Office Attendant	P.B. 5200-20200 + G.P 1800 Pay Rs. 7650+1800	P.B. 5200-20200 + G.P 1900 Pay Rs. 7940+1900	02.08.2015
Mr. J. Devendar	Office Attendant	P.B. 5200-20200 + G.P 1800 Pay Rs. 7650+1800	P.B. 5200-20200 + G.P 1900 Pay Rs. 7940+1900	02.08.2015



Name	Designation	Present Pay	Revised Pay	Effective date
Mr. B. Rupesh Kumar	Office Attendant	P.B. 5200-20200 + G.P 1800 Pay Rs. 7650+1800	P.B. 5200-20200 + G.P 1900 Pay Rs. 7940+1900	02.08.2015

### 57.3(31) Appointment of Wardens for Hostels

The EC noted and ratified the recommendations of the Selection Committee constituted by the Vice-Chancellor for the appointment of the following faculty members as Wardens for various positions for Boys and Girls Hostels for a period of two years from the date of appointment.

S. No.	Name & Designation	Nature of Assignment	Type of Hostel	Date of appointment
1	Dr. Syed Rabbe Subhani, Associate Professor, DDE	Warden (Administration)	All Hostels	18.03.2016
2	Dr. Malik Rehan Ahmed, Asst. Professor, DDE	Warden (Administration)	do	18.03.2016
3	Dr. Md. Athar Hussain, Asst. Professor, Dept. of Edn. & Training	Warden (Health, Sanitation & Recreation)	do	18.03.2016
4	Dr. Qasimullah, Asst. Professor, Dept. of Chemistry	Warden (Mess)	Boys Hostel-II	28.11.2014
5	Dr. Patan, Rahim Khan, Asst. Professor, Dept. of Hindi	Warden (Mess)	Boys Hostel-II	18.07.2014
6	Dr. Alimuddin, Asst. Professor, Dept. of Chemistry	Warden (Administration)	Boys Hostel-I	01.12.2014
7	Mr. Misbah-ul-Anzar, Asst. Professor, CPDUMT	Warden (Mess)	Boys Hostel-III	04.11.2015
8	Mr. B. L. Meena, Asst. Professor, Dept. of English	Warden (Administration)	Boys Hostel-IV	04.11.2015
9	Mr. Iqbal Khan, Asst. Professor, Polytechnic	Warden (Health, Sanitation & Recreation)	Boys Hostel-III	07.12.2015
10	Mr. G. Godavarthi, Asst. Professor, Dept. of English	Warden (Health, Sanitation & Recreation)	Boys Hostel-IV	07.12.2015
11	Dr. V.S. Sumi, Asst. Professor, Dept. of Edn. & Training	Warden (Administration)	Girls Hostel	04.11.2015
12	Dr. Sameena Kausar, Asst. Professor, Dept. of Arabic	Warden (Administration)	Gulzar Girls Hostel	04.04.2016

**57.3(32) Appointment of Mr. Ziauddin Malik as OSD, Engineering Section**

The EC noted & ratified the appointment of Mr. Ziauddin Malik who is having rich experience in the field of Civil Engineering as Officer on Special Duty for a period of one year w.e.f 11.01.2016 on a consolidated remuneration of Rs. 70,000/- per month.

**57.3(33) Appointment of Mr. Mohd. Tahir Ali as Consultant (Securities)**

The EC noted & ratified the appointment of Mr. Mohammad Tahir Ali a retired Asst. Commissioner of Police as Consultant (Securities) for a period of one year w.e.f 24.02.2016 on a consolidated remuneration of Rs. 60,000/- per month

**57.3(34) Relieving of Shri. V. V. Rao Internal Audit Officer of MANUU**

The EC noted & ratified the relieving of Shri. V.V. Rao, Internal Audit Officer on completion of his deputation period on 14.12.2015, to join back his parent department (AG Office), Hyderabad and charge of Internal Audit Office given to Mr. Md. Jamaluddin Khan, Deputy Registrar.

**57.3(35) Extension of deputation period of Mrs. Ruchika Kem, Asst. Regional Director**

The EC noted & ratified the 4<sup>th</sup> year extension of deputation period in respect of Mrs. Ruchika Kem, A.R.D (R.C. Delhi) for another one year w.e.f. 11.07.2016.

**57.3(36) Extension of lien period of Mr. Mohd. Iqbal, Asst. Registrar**

The EC noted & ratified the extension of Lien granted to Mr. Mohd. Iqbal, Asst. Registrar for further period of one year (third year) w.e.f 13.06.2016 on his appointment as Deputy Registrar, Central University of Jammu with a condition that there shall not be any further extension of Lien after completion of the aforesaid mentioned period as per rules.

**57.3(37) Release of Patient Care Allowance to the Staff members of the University Health Centre**

The EC noted & ratified the arrears of payment of Patient Care Allowance to eligible staff working at University's Health Centre w.e.f 1.9.2008.

**57.3(38) Termination of services of M. Najeebullah, Deputy Director, Physical Education**

The EC noted and ratified the termination of services of Dr. M. Najeebullah.

**57.3(39) Dr. Shakeel Ahmad, Registrar assigned additional charge of Director, UGC-HRDC**

The EC noted and ratified the action taken by the Vice-Chancellor for assigning the additional responsibility of Director UGC-HRDC to Dr. Shakeel Ahmad Registrar w.e.f 23.02.2016 till a fulltime arrangement is made.





**57.3(40) MANUU awarded Grade "A" by the NAAC**

The EC noted that the NAAC Peer team visited for re-accreditation of the University recently. Based on the report of the NAAC Peer team Maulana Azad National Urdu University has been awarded Grade "A" for a period of five years.

**57.3(41) Constitution of Central Admission Committee**

The EC noted and ratified the constitution of Central Admission Committee (CAC) by the Vice-Chancellor under the Chairmanship of Prof. P. F. Rahman, Dean, School of Sciences.

**57.3(42) Appointment of Coordinator for NET, RCCM and CSESMCS**

The EC noted and ratified the appointment of the following teaching staff members as Coordinators for various schemes.

S. No.	Name	Name of the Scheme	Term of appointment	Effective date
1	Prof. Abul Kalam, Professor Dept. of Urdu	UGC- NET coaching for minorities students	One year	28.04.2016
2	Dr. Karan Sing Utwal, Asst. Professor, Dept. of Hindi	UGC-Remedial Coaching Classes at undergraduate and post graduate level for minorities students	One year	28.04.2016
3	Dr. S. Maqbool Ahmed, Associate Professor, Dept. of Botany	UGC-Entry into Services for Minority Students	One year	28.04.2016

**57.3(43) Extension of services of Shri. K.B. Venugopal on deputation as ARD**

The EC noted and ratified the extension of deputation period of Shri. K. B. Venugopal, Audit Officer O/o the CAG, Hyderabad as Asst. Regional Director, Finance & Accounts, MANUU for a further period of one year w.e.f 1.9.2016 on the existing terms and conditions.

**57.3(44) Appointment of Prof. P. F. Rahman as Anti-Discrimination Officer**

The EC noted and ratified the appointment of Prof. P. F. Rahman, Dean Student Welfare as Anti-Discrimination Officer (ADO) w.e.f 31.03.2016.

**57.3(45) Establishment of Equal Opportunity Cell and appointment of Coordinator**

The EC noted and ratified the establishment of an Equal Opportunity Cell as per instructions of UGC and appointment of Dr. Mohd. Shahid, as Coordinator w.e.f 16.02.2016 till further orders.



## **57. Item for Consideration**

### ***57.4(1) Confirmation of Minutes of 24<sup>th</sup> Academic Council meeting held on 28.03.2016***

The Registrar presented the minutes of 24<sup>th</sup> Academic Council meeting held on 28<sup>th</sup> March, 2016 for confirmation of the Executive Council. The EC noted and confirmed the Minutes of 24<sup>th</sup> Academic Council held on 28.3.2016.

### ***57.4(2) To consider promotion of Teaching staff covered under CAS as per provisions of UGC Regulations-2000***

The Registrar informed that the University has received representations from the teaching staff members who were eligible before 31.12.2008 for promotion as per UGC-Regulations-2000 under Career Advancement Scheme. Since the University has not adopted the UGC Regulations-2000 on Minimum Qualifications for Appointment and Career Advancement of Lecturers, Readers and Professors in the Universities and Colleges, as such few cases of teachers who are eligible for promotion under CAS in terms of Regulations-2000 are under consideration.

However, the University with the approval of the Executive Council at its 35<sup>th</sup> meeting held on 12.11.2010 has already adopted the UGC-Regulations-2010 on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Measure for the Maintenance of Standards in Higher Education. The promotion of such candidates who became eligible for promotion under CAS in terms of UGC Regulations-2010 on or after 31.12.2008 has been considered by the University.

The Vice-Chancellor informed the Executive Council that the UGC Regulations 2000 are required to be adopted to consider the cases of promotion of eligible teachers under these regulations.

The EC agreed to the above and adopted UGC Regulations-2000 for promotion of teachers who were eligible before 31.12.2008 under CAS in terms of the UGC Regulations-2000.

### ***57.4(3) Change of designation from Physical Education Teacher to TGT-Physical Education in respect of Model School Teachers***

The Registrar informed that the UGC has sanctioned 07 Physical Education Teacher posts to MANUU Model Schools (Darbhanga, Nuh and Hyderabad). The University has already appointed 05 Physical Education Teachers and remaining 02 posts are lying vacant. The vacant posts have been notified vide Employment Notification No. 36/2015.

The CBSE vide letter dated 10.02.2013 has amended / additions in affiliation by-laws of the Board have been made. At S. No. 4 of the amended rule, it is stipulated that "In additions to 10.1 (i), (ii) & (iii) "Every school should appoint Physical Education Teacher in the prescribed grade with people ratio 1:500 at each stage i.e. Primary Level, Secondary level and Sr. Secondary level and they should be re-designated as PRT-Physical Education, TGT-Physical Education and PGT-Physical Education"





The following teachers who were appointed as Physical Education Teachers in MANUU Model School have represented to change the designation from Physical Education Teachers to TGT-Physical Education as per CBSE Bye-Laws.

S. No	Name & Designation	Place of posting	New Designation
1	Mr. Mukhtar Ahmed, Physical Education Teacher	Model School-Hyderabad	TGT-Physical Education
2	Ms. Shik Khaja Banu, Physical Education Teacher	Model School-Hyderabad	TGT-Physical Education
3	Mr. Waseem Akhtar, Physical Education Teacher	Model School-Nuh	TGT-Physical Education
4	Mr. Ashid Khan, Physical Education Teacher	Model School-Nuh	TGT-Physical Education
5	Mr. Md. Jawaid Anwer, Physical Education Teacher	Model School-Darbhanga	TGT-Physical Education

The Executive Council approved the change of designation from Physical Education Teacher to TGT-Physical Education of the above mentioned Model School teachers.

**57.4(4) To consider request of Model School Teachers for acceptance of B.Ed qualifications**

The Registrar informed the EC that we have been receiving many cases where staff are pursuing various courses without obtaining prior permission from the Competent Authority. It was decided to place such cases before the Executive Council for consideration. Therefore, the matters were placed before the Executive Council at its 52<sup>nd</sup> meeting held on 25.04.2015 and EC passed resolution to consider all such non-permission cases of pursuing higher education by the employees on case to case basis.

The Registrar informed that placing all such cases every time before the EC is waste of precious time of the EC. Instead the University may issue a Circular with strict instructions that prior approval shall be obtained before pursuing courses.

The Executive Council approved the present cases of Ms. Kausar Salma, Ms. Azra Rasheed and Mr. Nisar Ahmed Peerzade and decided not to consider such cases in future and also directed to issue a Circular in this regard. The Head of Dept. / Section Head should also be asked to enlighten the staff for obtaining the permission so that rules on Employees code of Conduct of Central Governments are not violated.

**57.4(5) Discontinuation of interview at Junior Level Posts in Govt. of India**

The Registrar informed that as per recommendations of Committee of Secretaries, the Ministry of Human Resource Development vide DoPT's O.M. No. 39020/01/2013-Estt.(B)-Part dated 29.12.2015 requested to submit the status report on the progress of implementation of "Discontinuation of Interview at Junior Level Posts". The UGC vide letter dated 14.01.2016 directed the University for strict compliance of the recommendation of the Committee of Secretaries. The timelines set regarding completing the process of the discontinuation of interview by 31.12.2015 has to be

adhered to strictly. From 1<sup>st</sup> January 2016 there will be no recruitment with interview at the Junior level posts.

The University issued an Employment Notification No. 35/2015 dated 31.3.2015 for filling up of various Non-Teaching position. The interviews of Group-B, C & D are to be held. The Selection process of various Non-Teaching posts is still underway.

In view of the Govt. of India Orders interviews for Junior level posts (Non-Gazetted Group-B and equivalent cadre, Group-C & D) is to be discontinued. The posts already notified by the University for various Non-Teaching Positions through Notification No. 35/2015 is to be re-notified and hereafter there shall not be interview for the Junior Level Posts.

The Executive Council considered the matter and approved to implement the instructions of Govt. of India.

**57.4(6) Abstract of the Finance Committee meeting to be held on 20.06.2016**

The Abstracts of the minutes of the Finance Committee held on 20.06.2016 was placed before the Executive Council at its meeting held on 21<sup>st</sup> June, 2016. The Executive Council approved Annual Accounts of the University for the year 2015-16 as recommended by the Finance Committee.

**57.5 Any other item with the permission of the Chair.**

**57.5(1) Release of Terminal benefits on the removal of Dr. Mohd. Shujath Ali, Deputy Director, CPDUMT**

The Registrar informed the EC that in pursuance of the decision taken by the Executive Council at its 56<sup>th</sup> meeting held on 7.3.2016, Dr. Mohd. Shujath Ali, Deputy Director (under suspension), CPDUMT was removed from the services of MANUU w.e.f 21.03.2016 in a disciplinary case:

**Entitlement of Compassionate Allowance under CCS (CCA) Rules:**

If the case of the Govt. Servant who is removed or dismissed from service deserves special consideration, the authority competent to remove or dismiss him from service may sanction a Compassionate Allowance not exceeding two-thirds (2/3rd) of pension or gratuity or both which would have been admissible to him if he had retired on compensation pension. The Compassionate Allowance shall not be less than Rs. 3500/- per month. Dearness relief is also admissible on the Compassionate Allowances – Rule 41 CCS (Pension) Rules. *The Compassionate Allowance is also a kind of pension and commutation is admissible (Rule 3 (1) (j), CCS (Commutation of Pension Rules).*

The details of amounts proposed item -wise are as under:

S. No	Particulars	Rule / Formula	Amount
1	Compassionate Allowance (Gratuity)	2/3 <sup>rd</sup> of Rs. 10,00,000	Rs. 6,66,667
2	Compassionate Allowance (Pension) w.e.f. 22.03.2016	2/3 <sup>rd</sup> of Rs. 26,125 = 17417/-	Rs. 17,417 + DA Rs. 21,771 (@125%) = Rs. 39,188/-
3	GPF		Rs. 14,14,104



The payment of terminal benefits on removal from the services is to be considered by the Executive Council taking into consideration the case of Govt. Servant who is removed or dismissed from service deserves special consideration, the Authority Competent to remove or dismiss him from service may sanction a **Compassionate Allowance not exceeding two-thirds (2/3<sup>rd</sup>) of pension or gratuity or both** which would have been admissible to him if he had retired on compensation pension, may be considered by the Executive Council.

The Executive Council after discussion considered the matter of sanction of terminal benefits as special consideration and approved to release both pension and gratuity to Dr. Mohd. Shujath Ali.

**57.5(2) Release of Terminal benefits to Mr. Shaik Mohammed, Office Attendant on imposition of major penalty retired (Compulsory) from the services of MANUU**

The Registrar informed the EC that in pursuance of the decision taken by the Executive Council at its 50<sup>th</sup> meeting held on 10.01.2015, Mr. Shaik Mohammed, Office Attendant (under suspension) on imposition of major penalty in a disciplinary case was Retired (Compulsory) from the services of MANUU w.e.f 04.03.2015 .

As per rule 40 of CCS (Pension) Rules, 1972, a Govt. servant compulsorily retired from service as a penalty may be granted pension or gratuity or both at the rate not less than two-thirds (2/3<sup>rd</sup>) and not more than full compensation pension or gratuity or both admissible to him on the date of his compulsory retirement.

Further, it was enunciated in the GID (1) below Rule 40, the intention is that persons on whom penalty of compulsory retirement is imposed should ordinarily be granted the **full compensation pension and retirement gratuity**. However, the circumstances of a particular case so warrant, the Competent Authority may make such reductions in the pensionary benefits, within the limits prescribed as it may think appropriate.

The details of terminal benefits proposed item -wise are as under:

S. No	Particulars	Rule / Formula	Amount
1	DCRG	Rs. 19255 x ¼ x 22	Rs. 1,05,902
2	Pension w.e.f. 4.3.2015	50% of last pay drawn i.e. Rs. 9040	Rs. 4250 + DA @ 113% i.e. Rs. 4803 = Rs. 9053/-
<b>3</b>	GPF		Rs. 52,273

The payment of terminal benefits on compulsory retirement from the services is to be considered by the Executive Council as per Govt. of India rules by taking into consideration the case of the Govt. Servant who is retired (compulsory) from service may sanction pension or gratuity or both will not be less than two-thirds (2/3<sup>rd</sup>) and not more than full compensation pension or gratuity or both admissible on the date of compulsory retirement.

The Executive Council after discussion considered the matter of sanction of terminal benefits as special consideration and approved to release both pension and gratuity to Mr. Shaik Moahmmed.



**57.5(3) Expenditure on payment of salaries to Drivers from Plan budget against the posts created with approval of the Executive Council**

The Registrar informed that there were seven (7) posts of Drivers in the University against the requirement of twelve (12) Drivers. Keeping in view of the requirement, a proposal of Five (5) more post of Drivers was placed before the 47<sup>th</sup> meeting of Executive Council held on 12<sup>th</sup> February, 2014. The Executive Council approved the creation of five (5) posts of Drivers in the University in accordance with Section 13 (2) (iii) of Act & Statutes of the University.

Accordingly, the University filled up the four positions of the Drivers out of five on the recommendations of Selection Committee. The matter of appointment of four Drivers was ratified by the Executive Council at its 51<sup>st</sup> meeting held on 28<sup>th</sup> February, 2015. The expenditure on salaries of Drivers was met from Plan Grants during the financial year 2015-16.

The Executive Council resolved to approve the continuation of payment of salaries to Drivers from the Plan Grants.



**Registrar &  
Ex-Officio Secretary**