

مولانا آزاد نیشنل اردو یونیورسٹی
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 70th EXECUTIVE COUNCIL OF MANUU
HELD ON THURSDAY THE 28th JUNE, 2018 AT 11.00 A.M. AT MANUU CAMPUS,
GACHIBOWLI, HYDERABAD**

MEMBERS PRESENT:

S.No.	Name	Designation
1.	Dr. Mohammad Aslam Parvaiz Vice-Chancellor	Chairman
2.	Prof. Shakeel Ahmad Pro-Vice-Chancellor	Member
3.	Dr. Alameer Ali Ahmad Associate Professor, Shibli National College, Azamgargh	Member, (Visitors Nominee)
4.	Dr. Bisen Jogendersingh Motisingh Principal, Dayanand College of Arts, Latur	Member, (Visitors Nominee)
5.	Prof. Mohd. Naseemuddin Dean, School of Languages, Linguistics & Indology	Member
6.	Prof. Fatima Begum Dean, School of Education & Training	Member
7.	Prof. S. Najamul Hasan Dean, School of Sciences	Member
8.	Prof. S. Kazim Naqvi Director I/c, DDE	Ex-Officio Member
9.	Prof. H. Khatija Begum Professor, Dept. of Education & Training	Member
10.	Dr. Shamsul Hoda Assistant Professor, Dept. of Urdu	Member
11.	Ms. Lata Malliarkjuna Finance Officer, MANUU	Special Invitee
12.	Dr. K. P. Singh Finance Officer	Special Invitee
13.	Dr. M. A. Sikandar Registrar	Ex-Officio Secretary

Prof. Mazhar Asif, Dr. Sanjay Kumar, Prof. Abdul Wahid & Dr. Bilal Rafiq Shah did not attend the meeting due to their pre-occupation.

At the outset the Vice-Chancellor as a Chairman of the EC welcomed the members. He also welcomed Dr. Shamsul Hoda who was appointed as Member of EC in the capacity of Assistant Professor. The Chairman asked the Registrar to take up the agenda items for discussions.

70.1 *Confirmation of the Minutes of 68th and 69th Meetings of the Executive Council held on 17.4.2018 and 14.5.2018*

The Executive Council was informed that the Minutes of the 68th and 69th Meetings of the EC were circulated among all the members of the Executive Council. No comments have been received from the members.

The Executive Council, therefore, confirmed the Minutes of the 68th and 69th meetings held on 17.4.2018 and 14.5.2018.

70.2 *Follow up Action Taken Report (ATR) on the Minutes of 68th and 69th Executive Council meetings held on 17.4.2018 and 14.5.2018*

The Action Taken Reports (ATRs) were presented in pursuance of the decisions taken by the Executive Council at its 68th and 69th Meetings held on 17.4.2018 & 14.5.2018.

The EC noted the ATRs and approved the same.

70.3 Items for Reporting / Ratification

70.3.1 *Appointment of Mr. Firoz Bakht Ahmad, Eminent Educationist and Noted Social Activist as new Chancellor of MANNU*

The Executive Council noted the appointment of Mr. Firoz Bakht Ahmad, Eminent Educationist and Noted Social Activist as new Chancellor of Maulana Azad National Urdu University for a period of three years w.e.f 17.05.2018 by the Hon'ble Visitor under Statutue-1 as conveyed by the MHRD vide Lr. No. 27-15/2017-CU-I dated 17.05.2018.

70.3.2 *Appointment of Dr. Shamsul Hoda, Asst. Professor as Member of the Executive Council of MANUU*

The Executive Council noted and ratified the appointment of Dr. Shamsul Hoda, Assistant Professor, Dept. of Urdu as Executive Council Member of Maulana Azad National Urdu University in the order of seniority among Assistant Professors for a period of three years w.e.f 7.6.2018 under Statutue-12 (vi) of the Statutes of the University in place of Dr. Mosarrat Jahan.

70.3.3 Appointment of Prof. Mohd. Zafaruddin as Head Dept. of Translation

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Prof. Mohd. Zafaruddin, Professor, Dept. of Translation as Head Department of Translation for a period of three years w.e.f 11.05.2018 or until further order whichever is earlier under Statute-8 of the University Statutes in place of Dr. Khalid Mubashir-uz-Zafar.

70.3.4 Appointment of Prof. Shakeel Ahmad as Head Dept. of Commerce

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Prof. Shakeel Ahmad, Professor, Dept. of Commerce as Head Department of Commerce w.e.f 25.06.2018 or until further order in addition to his normal duties as Pro-Vice-Chancellor under Statute-8 of the University Statutes in place of Prof. Badiuddin Ahmed.

70.3.5 Assignment of additional charge to Prof. S. Kazim Naqvi, Professor-DDE to function as Director In-charge, DDE, MANUU

The Executive Council ratified decision of the Vice-Chancellor in approving the additional assignment to Prof. S. Kazim Naqvi, Professor-DDE to function as Director In-charge Officer, MANUU w.e.f 31.05.2018 (AN) and until further orders, pending appointment of a regular Director, DDE vice Prof. K. R. Iqbal Ahmed retired on attaining the age of superannuation of 65 years w.e.f. 31.5.2018 (AN).

70.3.6 Appointment of Prof. Syed Mohammad Haseebuddin Qaudri, Professor as Director, IQAC Cell

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Prof. Syed Mohammed Haseebuddin Quadri, Professor & Head, Dept. of English to function as Director, Internal Quality Assurance Cell (IQAC) as additional charge w.e.f 26.04.2018 and until further orders.

70.3.7 Appointment of Dean (Research & Consultancy) and Dean (International Students) as per the requirements under NAAC guidelines

The Executive Council ratified the decision of the Vice-Chancellor in approving the proposal of Director, IQAC in appointing the following Professors as Dean (Research & Consultancy) and Dean (International Students), initially for a period of one year or

until further orders whichever is earlier as per the requirements under NAAC guidelines:

1. Prof. S. Najamul Hasan, Professor, Dept. of Mathematics as Dean (Research & Consultancy) w.e.f. 29.5.2018.
2. Prof. Shugufta Shaheen, Professor, Dept. of English as Dean (International Students) w.e.f. 29.5.2018.

70.3.8 Appointment of Dr. M. A. Sikandar, Registrar as Director In-charge UGC-HRDC

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Dr. M. A. Sikandar, Registrar as Director In-charge, UGC-HRDC as additional charge with effect from 01.04.2018 until further orders in place of Dr. K. P. Singh, Finance Officer.

70.3.9 Appointment of Dr. Mohd. Yousuf Khan, Principal, Polytechnic as In-charge, Training & Placement cell

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Dr. Mohd. Yousuf Khan, Principal, MANUU Polytechnic Hyderabad as In-charge Training & Placement Cell, MANUU as additional charge for a period of one year w.e.f. 18.04.2018 or until further orders whichever is earlier.

70.3.10 Appointment of Dr. Waseem Begum, Associate Professor as Provost for Girls Hostels

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Dr. Waseem Begum, Associate Professor, Dept. of Urdu as Provost for Girls Hostels of the University for a period of one year as additional charge with effect from 17.04.2018 or until further orders whichever is earlier.

70.3.11 Constitution of Advisory Committee for Girls Hostel

The Executive Council ratified the decision of the Vice-Chancellor in constituting a Hostel Advisory Committee for Girls Hostels at MANUU, Hyderabad under the Chairpersonship of Prof. Shagufta Shaheen, Department of English, initially for a period of one year w.e.f. 21.6.2018. The Hostel Advisory Committee shall primarily responsible for the following:-

- (a) management of the affairs of Girls Hostels;

- (b) to advise the Vice-Chancellor in the functioning of the Hostels;
- (c) ensuring that the students are able to devote adequate time to their studies and research;
- (d) ensuring that students coming from different parts of the country learn to live together and strengthen their relations with mutual cooperation and goodwill;
- (e) to develop a climate congenial for co-curricular and extra-curricular activities of students;
- (f) compliance of various rules, regulations related to hostel including student discipline as per the guidelines approved by the University; and
- (g) any other allied matters.

The Hostel Advisory Committee will meet at least once in a semester to receive and consider the reports on the functioning of each of its hostels from the Provost of the Women's Hostels. It shall scrutinize and recommend various development works to be undertaken in the Hostels including estimates etc. for each of its hostels from time to time.

70.3.12 Extension of deputation period in respect of Prof. A. Ravinder Nath, OSD (Planning & Development)

The Executive Council ratified the decision of the Vice-Chancellor in approving the extension of deputation period in respect of Prof. A. Ravinder Nath, Officer on Special Duty (Planning & Development), MANUU by mutual consent received from his parent organization i.e. Osmania University, Hyderabad (vide letter No.MR-197/264/91/Adm.II-2, dated 2.5.2018) for a further period of one year w.e.f. 09.05.2018 on the existing terms and conditions.

70.3.13 Extension of deputation period in respect of Dr. Mohammad Kamil, Joint Director, CIT

The Executive Council ratified the decision of the Vice-Chancellor in approving the extension of deputation period in respect of Dr. Mohammad Kamil as Joint Director, Centre for Information Technology (CIT), MANUU by mutual consent received from his parent organization i.e. Jamia Millia Islamia, New Delhi (vide letter No.1435 (MK) RO/(E)/2018/AP/421, dated 26.02.2018) for a further period of one year w.e.f. 21.02.2018 2018 on the existing terms and conditions.

70.3.14 Extension of lien period in respect of Dr. Zahoor Ahmed Geelani, Associate Professor, CTE-Srinagar

The Executive Council ratified the decision of the Vice-Chancellor in granting the extension of lien to Dr. Zahoor Ahmed Geelani, Associate Professor, CTE-Srinagar in the post of Associate Professor substantive post in MANUU for a further period of one year (2nd year) w.e.f. 10.05.2018 or till his confirmation in the post of Associate Professor under Central University of Kashmir whichever is earlier.

70.3.15 Grant of lien to Dr. Shazia Farooq Fazli, Assistant Professor, Dept. of Sociology

The Executive Council ratified the decision of the Vice-Chancellor in granting lien to Dr. Shazia Farooq Fazli, Assistant Professor, Dept. of Sociology on her substantive post in MANUU for one year w.e.f. 24.05.2018 to enable her to take up the post of Assistant Professor of Sociology in the Aligarh Muslim University.

70.3.16 Grant of extension of deputation period in respect of Ms. Ruchika (Bhagat) Kem, Assistant Regional Director to serve as Assistant Director, Skill Development in AICTE HQrs, New Delhi

The Executive Council ratified the decision of the Vice-Chancellor in granting extension of deputation period for a further period of one year beyond 10.7.2018 (6th year) to Ms. Ruchika (Bhagat) Kem, ARD to serve her as Assistant Director in AICTE HQrs, New Delhi based on the request by the Chairman, AICTE vide letter dated 19.6.2018 as a special case.

70.3.17 Confirmation of services of certain teaching staff

The Executive Council noted and ratified the decision of the Vice-Chancellor in approving confirmation of services of the following teaching staff on successful completion of their probation period on the dates as mentioned against each:

- (i) Dr. Md. Rizwan, Assistant Professor, Dept. of Persian, services confirmed w.e.f 19.05.2018
- (ii) Dr. Junaid Ahmed, Assistant Professor, Dept. of Persian, services confirmed w.e.f 22.05.2018
- (iii) Dr. Talha Farhan, Assistant Professor, Dept. of Arabic, services confirmed w.e.f. 18.04.2018

70.3.18 Appointment of Dr. Kahkashan Latif, Asst. Professor as Warden, Old Girls Hostel

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Dr. Kahkashan Latif, Assistant Professor, Dept. of Translation as Warden for Old Girls Hostel, MANUU as additional charge for period of one year w.e.f. 15.05.2018 or until further orders whichever is earlier.

70.3.19 Extension in the term of appointment of Dr. Sameena Kauser, Asst Professor as Warden (Admn) for Gulzar Girls Hostel

The Executive Council ratified the decision of the Vice-Chancellor in approving the extension of term Dr. Sameena Kauser (Tabish) Assistant Professor, Dept. of Arabic to function as Warden (Admn.), Gulzar Girls Hostel as additional charge for further period of one year w.e.f 04.04.2018 or until further orders whichever is earlier.

70.3.20 Appointment of Dr. Md. Shakir Raza, Asst. Professor as Warden, Boys Hostel-III

The Executive Council ratified the decision of the Vice-Chancellor in approving the appointment of Dr. Md. Shakir Raza, Assistant Professor Dept. of Arabic as Warden (Mess) for Boys Hostel - III, MANUU as additional charge for period of one year w.e.f. 23.04.2018 or until further orders whichever is earlier.

70.3.21 Contractual engagement of Mr. Mohd. Taher Ali (a Retd. ACP of Police) as Consultant (Security) in MANUU

The Executive Council ratified the decision of the Vice-Chancellor in approving the contractual engagement of Mr. Mohammed Taher Ali a retired Asst. Commissioner of Police as Consultant (Securities) in MANUU for a period of six months from 24.05.2018 to 23.11.2018 or till further order whichever is earlier on a consultancy fee of Rs. 70,000/- per month.

70.3.22 Release of remaining 30% of arrears on account of implementation of the recommendations of the 7th CPC to all regular employees of the University

The Executive Council noted and rarified the decision taken by the Vice-Chancellor in approving the release of remaining 30% arrears on account of implementation of the recommendations of the 7th CPC to all teaching staff, other academic staff, Officers of the University, non-teaching staff and Model School teachers, based on the communication received from UGC vide letter No. F.11-1/2017 (CU) dated

20.06.2018 conveying the approval of the MHRD vide letter No. F.19-62/2017-CU.Cdn. dated 23rd May 2018, waiving off the condition of meeting 30% additional liability by Central Universities for implementation of 7th CPC recommendations for non-teaching staff of Central Universities, as stipulated in para 2 (iv) of the MHRD letter No. F.19-62/2017-CU.Cdn. dated 2.1.2018.

70.3.23 Re-fixation of pay on deputation/re-employment basis in the post of Finance Officer - Case of Mr. C.M. Eshwariah, IA&AS and Mr. R.S. Balaji, IA&AS former Finance Officers, MANUU - Rectification of erroneous pay fixation as pointed by the Central Audit team

The Executive Council noted that **Mr. C.M. Eshwariah**, IA&AS had served as Finance Officer, MANUU from 26.12.2007 to 30.6.2010 on deputation basis from the post of Sr. DAG from the Office of the Principal AG (A&E), Karnataka, Bangalore. His pay was supposed to be fixed under FR 22(I)(a)(1) with reference to his last pay drawn in his substantive post held under in his Service. Whereas, the University had erroneously allowed him to draw higher pay of Rs. 43,000/- + GP Rs.10,000/- (PB-4) meant for direct recruits at the time of his appointment as Finance Officer. This has been pointed out by the Central Audit Team during the transaction audit for the year 2012-13. Accordingly, the University re-fixed his pay at the minimum of the scale as per rules. w.e.f. 26.12.2007. As worked out by the Audit, a recovery of Rs. 2,52,911/- on account of excess payment is to be recovered from Mr. C.M. Eshwariah (now retired from service) for his deputation service from 26.12.2007 to 30.6.2010.

The Executive Council also noted that **Mr. R.S. Balaji**, IA&AS had served as Finance Officer, MANUU from 19.01.2012 to 31.10.2013 on re-employment basis after his superannuation from the post of Dy. Accountant General in the pay scale of PB-3 + GP Rs. 6600/- from the Office of the Pr AG (C&RA), Hyderabad. At the time of his retirement he was drawing basic pay of Rs. 31,450/- + GP Rs.6600. As pointed out by the Central Audit Team during the transaction audit for the year 2014-15, his appointment being on re-employment basis, his pay was supposed to be fixed at Rs. 31,450/- + Rs.10,000 (-) pension Rs. 19,025/- as per DoPT guidelines issued on the subject. Whereas, the University had erroneously allowed him to draw the minimum pay of Rs. 43,000/- + GP Rs.10,000/- (minus pension) meant for direct recruits. The Audit had worked out a recovery of Rs. 4,96,912/- on account of excess payment

which was to be recovered from Mr. R.S. Balaji (now retired from service) for his re-employment service from 19.1.2012 to 31.10.2013 under MANUU.

The Registrar informed the Council that the University has taken corrective measures to remove the audit objects and issued letters of recovery dated 22.6.2018 based on the above re-fixation of their pay and asked both of them to deposit the excess payment within a period of two months.

The EC after deliberations resolved to ratify the re-fixation of Mr. C.M. Eshwariah and Mr. R.S. Balaji, former Finance Officers of the University including the notices of recovery, issued by the University.

The Members also discussed the question of how such a wrong pay fixations allowed by the University and accepted by the incumbents. The EC also observed that Mr. R.S. Balaji was working in a lower scale and not even eligible to be considered for the post of Finance Officer at that point of time.

After discussions, the EC resolved that the Registrar may place full facts of the cases in the next Meeting for review.

70.4: Item for Consideration

70.4.1 Minutes of the 31st Academic Council (Emergent) Meeting held on 04.06.2018

The Executive Council considered and approved the Minutes of the 31st Academic Council (Emergent) Meeting held on 4.6.2018.

70.4.2 Minutes of the Meeting of the 37th Finance Committee scheduled on 27.06.2018

The Executive Council considered and approved the Annual Accounts of the University for the year 2017-18 as recommended by the Finance Committee in its 37th Meeting held on 27.6.2018.

The Executive Council also approved the other recommendations of the Finance Committee as recorded in the Minutes.

70.4.3 Adoption of UGC communication No. F. No. 22-9/2017 (CU) dated 01.05.2018 regarding applicability of Govt. of India / UGC rules for various administrative, financial, establishment and service matter till framing of relevant Statutes, Ordinances and Regulations of the University.

The Executive Council considered and approved the adoption of UGC communication vide letter No. F. No.22-9/2017 (CU) dated 01.05.2018 regarding applicability of Govt. of India/UGC rules for various administrative, financial, establishment and service matter till framing of relevant Statutes, Ordinances and Regulations of the University. Departures, if any, arising out of the implementation of these rules in specific cases, shall be brought to the notice of the Executive Council with proper justification.

70.4.4 Implementation of revised pay scales under 7th CPC to the teaching staff working at MANUU Polytechnics - Scheme of revision of the teaching & equivalent cadre in Universities and Colleges following the revision of pay scales of Central Government Employees on the recommendations of the 7th CPC

Ref: EC Resolution No.66.3(20)

The Executive Council noted that revision of pay of the teaching & equivalent cadre in Universities, following the revision of pay scales of Central Government Employees the revision on the recommendations of the 7th Central Pay Commission has already been implemented w.e.f. 1.1.2016 vide Order No. MANUU/ER.I(B)/F.280/2017-18/1726, dated 20.2.2018. The EC also noted that the matter regarding extension of revised pay scales under 7th CPC for teachers working in University Polytechnics were taken up with the UGC vide letter dated 22.2.2018 & 30.5.2018.

The EC further noted that while projecting the fund requirement for implementing the 7th CPC revision, the University has already included all the teaching posts (namely Principals, Associate Professors & Assistant Professors) of MANUU Polytechnics and the funds were also received from the UGC on this account.

The EC after due consideration resolved to approve the extension of the revised pay scales under 7th Central Pay Commission w.e.f. 1.1.2016 at par with teachers working in the University Departments and Constituent Colleges, pending receipt of clearance from the UGC. The extension of revised pay scale to them shall be subject to the exercising a suitable undertaking to the effect that the extension of revised Pay Scales

under 7th CPC and release of arrears, etc. by the University shall be subject to the outcome of the final decision by the MHRD/UGC and the University is authorized to re-fix the pay and effect recovery accordingly.

The EC also resolved to notify the newly sanctioned teaching posts of Associate Professors and Assistant Professors for the Polytechnics at Cuttack and Kadappa in the revised pay scales under 7th CPC and the teachers appointed against these positions shall be subject the same conditions as imposed on the existing regular teachers of Polytechnics.

70.4.5 Adoption of Minimum wages to Short-term Contractual staff and daily rated employees working in the University Main campus and other Campuses of the University

(i) The EC considered the recommendations of the Committee constituted by the Vice-Chancellor (vide Office Order No. MANUU/ER-II/EF.114/2017-18/1637 dated 23rd December, 2017) to review the existing wage structure and to recommend minimum wages for the short-term contractual staff (Skilled & Unskilled) and daily rated workers working in the Main campus of the University and its satellite campuses & offices based on the statutory requirements.

(ii) The Executive Council after due deliberations and keeping in view of the statutory requirements under the Minimum Wages Act, 1948 resolved to approve the minimum wages for the following category of the short-term contractual staff and daily rated workers as recommended by the Committee prospectively effective **from 1.7.2018** :

Location of MANUU Campuses/RCS/ SRCs	Category-I Un-skilled	Category-II Semi-Skilled	Category-II Skilled	Category-IV Highly Skilled
'A' Class Cities Hyderabad, Bangalore, Delhi, Mumbai & Kolkata	Rs. 523/- per day or Rs. 13,000/- per month	Rs.579/- per day or Rs. 15,000/- per month	Rs. 637/- per day or Rs. 16,500/- per month	Rs. 693/- per day or Rs. 18,000/- per month

‘B’ Class Cities Amravati, Asansol, Aurangabad, Bhopal, Cuttack, Jammu, Lucknow, Patna, Ranchi, & Srinagar(J&K)	Rs. 437/- per day or Rs. 11,000/- per month	Rs. 494/- per day or Rs. 12,500/- per month	Rs. 579/- per day or Rs. 15,000/- per month	Rs. 637/- per day or Rs. 16,500/- per month
‘C’ Class Cities (unclassified) Bidar, Budgam, Darbhanga, Nuh, Kadapa & Sambhal	Rs. 350/- per day or Rs. 9,100/- per month	Rs. 410/- per day or Rs. 10,500/- per month	Rs. 494/- per day or Rs. 12,500/- per month	Rs. 579/- per day or Rs. 15,000/- per month

(iii) The EC also considered and accepted the following recommendations of the Committee:-

(a) that those persons who were engaged as LDC/Data Entry Operator/ Assistants/ Clerks, Library Clerk/Assistant etc for office work be treated under Skilled category and be subjected to an appropriate skill test and enhancement of salary may be extended after passing such test. Similarly the Cook and Caretaker mainly engaged in the Hostels and Guest House be treated under skilled category and they have to undergo appropriate skill test. Till such time they shall be engaged under Un-skilled category as MTS. All such staff be allowed to qualify the skill test not more than three chances or six months whichever is earlier.

(b) that the University may resort to engage the staff through outsourcing basis immediately. Before starting the process for engagement of manpower agency through tendering system, the actual requirement of these categories of man power will have to be assessed afresh. In case of any specific requirements like Sports Coach or highly skilled category (Technical manpower), the University may engage their services through walk-in-interview or appropriate test after notifying such vacancies through newspapers.

(c) that the term of short-term engagement of staff shall be three months based on the requirement. Any further extension of contractual term shall be subject to their satisfactory performance as certified by the Controlling Officer.

(iv) The EC observed that the in certain cases, the UGC did not sanction regular non-teaching positions because of which, the University has to engage staff on short-term contractual basis to cater the minimum staff requirement in the Hostels, new

teaching Departments / Centres, newly established CTEs. The University should, therefore, assess the non-teaching staff requirements as per the norms approved by the UGC/AICTE/NCTE/NCVT/KVS as the case may be so that the engagement of short-term contractual staff should not exceed the limit prescribed by these Regulatory bodies. The additional requirements of non-teaching posts be sent to the UGC for necessary approval.

(v) The EC also considered and approved the change in nomenclature of the following category of short-term contractual staff for bringing uniformity based on the recommendations of the Committee:

Existing Nomenclature	New Nomenclature	Category
Lower Division Clerk/ Typist/Assistant / Office Assistant / Clerk / Data Entry Operator / Clerk- cum-Computer Operator/ Computer Operator	Data Entry Operator	Category-III (Skilled)
Security Guard /Watchman / Gate Keeper	Watchman	Category-I (Unskilled)
Sweeper-cum-Attendant / Safai Karmchari	MTS (Housekeeping)	Category-I (Unskilled)
Office Attendant / Laboratory Attendant / Room Attendant / Ayah	MTS	Category-I (Unskilled)
Kitchen Attendant/ Helper, Hostels / Cleaner	Mess/Hostel Helper	Category-I (Unskilled)

(vi) The EC further resolved to accept the recommendations of the Committee for the categorization of the existing short-term contractual staff under four broad categories as under:

<i>Category I (Un-skilled)</i>	Security Guard / Safai Karmachari (full time)/ Attendant / Helper
<i>Category II (Semi-Skilled)</i>	Work Inspector / Mason / Electrician, Line Man, Carpenter, Plumber, Washer man, Sewer man
<i>Category III (Skilled)</i>	Data Entry Operator / Caretaker / Cook / Driver
<i>Category IV (Highly Skilled)</i>	Jr. Engineer (Civil) / Instructor / Web Programmer / Technical-cum-Professional Assistant / Coach/ Nurse (Female) / Pharmacist / Technical Assistant / Supervisor (Engineering) / Security Supervisor / Consultant (IT)

(vii) The EC observed that there were some vacant non-teaching positions which are yet to be notified by the University as per the new Recruitment Rules notified by the University on 4.12.2017. The recruitment process for filling up of all vacant non-teaching positions be expedited by the University.

70.4.6 Adoption of various GoI orders / instructions / policy guidelines received from the GoI, MHRD & UGC

The Executive Council considered and approved the adoption of various GoI orders / instructions / policy guidelines received by the University from the MHRD / UGC on various matters as under since the last regular Meeting:

S. No.	Order No. and Date	Particulars of the orders / letters
1.	MHRD letter No. 1-7/2015-U.II (2) dated 24.04.2018 (Placement of DRs/JRs in the revised pay matrix of Level-13 under 7th CPC)	Scheme of revision of pay for the posts of Registrar, Deputy Registrar, Assistant Registrar, Assistant Controller of Examination, Finance Officer, Deputy Finance Officer and Assistant Finance Officer following the revision of pay scales of Central Government employees on the recommendations of the 7 th Central Pay Commission (CPC).
2.	UGC letter No. F.46-6/2012 (CU) Vol.III dated 14.05.2018	Applicability of CCS (RP) Rules, 2008 to person re-employed in Government Service after retirement and whose pay is debitible to Civil Estimates.
3.	UGC letter No. F.5-1/2018 (HRDC) dated 4.6.2018	The Teacher from the Colleges / Universities participating in the Refresher Course and Orientation Programme etc. organized by UGC-HRDCs may be treated "ON DUTY and not as on duty leave.
4.	UGC letter No. F. No.1-1/2012 (SO)/PS/Misc dated 8.6.2018	Any foreign Ph.d Degree which is held equivalent by AIU by following its own procedure may also be treated valid for exemption from NET for appointment as Assistant Professor in Indian Universities / Colleges.
5.	UGC letter No. F. No.67-3/2017 (CU) dated 12.06.2018	In exercise of the powers conferred by clause (i) of sub-section (2) of section 7B of the Citizenship Act 1955 (57 of 1955), the Central Govt. being of the opinion that it is necessary and expedient in public interest to do so, hereby specifies that a person registered as an Overseas Citizen of India (OCI) cardholder under section 7A shall be eligible for

		appointment as teaching faculty in the Central Higher Educational Institutions viz. India Institutes of Technology (IITs), Central Universities (CUs), National Institutes of Technology (NITs), India Institutes Management IIMs) and Indian Institutes of Science Education and Research (IIERs) .
6.	UGC letter No. F. No.11-4/2017 (CU) dated 19.06.2018 Ref: MHRD Letter No. 1-1/2017-U.II dated 11.6.2018	Revision of pension of retired faculty and other staff in Central Universities and Colleges thereunder and Deemed to be Universities whose maintenance expenditure is met by the University Grants Commission (UGC)
7.	Letter No. 19 (36)/E.Coord/2018, Govt. of India, Ministry of Finance, Dept. of Expenditure dated 30.05.2018	Ministry of Finance, Dept. of Expenditure has issued guidelines for holding of Conferences / Workshops / Seminars etc. (Domestic & International) from time to time with the object that Ministries / Department undertake such events keeping in mind the absolute necessity of it and adhering to utmost economy. It has been decided that henceforth only proposals involving expenditure above Rs. 40 lakhs for international as well as domestic Conferences/ Seminars / Workshops etc will need to be referred to the Department of Expenditure.

70.5. Any other item with the permission of the Chair.

70.5.1 *Visitor's Nominee on the Selection Committees for appointment of faculties and statutory posts in MANUU*

The Executive Council noted the appointment of Visitor's Nominee for a period of three years w.e.f 11.06.2018 on the Selection Committees for appointment of faculties and statutory posts in MANUU.

70.5.2 *Case of recovery of excess payment made to Mr. K. T. Raju, Driver Grade-I for award of higher scale in violation of DoPT guidelines*

Ref: EC Resolution No. 68.1 dated 17.4.2018.

While confirming the Minutes the 67th Meeting of the EC held on 26.3.2018, the Executive Council had discussed about the point raised by one of the Members about further course of action to be taken by the University in deciding the recovery arising out of re-fixation of pay in respect of Mr. K.T. Raju, Driver. The EC desired a detailed note on the said case be placed in the next Meeting of the EC for its consideration.

Accordingly, a brief note was circulated in the Meeting for discussions by the Members. The EC observed that the recovery of excess payments made to Mr. K.T. Raju was to be regulated in terms of para 4(i) of DoPT Office Memorandum No. 18/03/2015-Estt.(Pay-I), dated 2.3.2016. After discussions, the EC resolved that the quantum of the recovery has to be worked out and to be placed before the next meeting of the Executive Council for further consideration.

70.5.3 Acceptance of the resignation submitted by Dr K.P. Singh, Director (Coordination)

The Executive Council considered the resignation from the re-employed position of Director (Coordination), New Delhi submitted by Dr K.P. Singh on personal grounds and resolved to accept the same w.e.f. 30.6.2018 (AN).

Meeting ended with vote of thanks to the Chair.

Sd/
**Registrar &
Ex-Officio Secretary**