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MAHATMA GANDHI CENTRAL UNIVERSITY

[Established by an Act of Parliament]

MINUTES

OF

16TH MEETING OF THE EXECUTIVE COUNCIL

HELD ON

3RD DECEMBER 2019 (TUESDAY) AT 12:30PM

VENUE: Mahatma Gandhi Central University, Dr Ambedkar Administrative Building, Raghunathpur, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar

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Dr Ambedkar Administrative Building, Near OP Thana, Raghunathpur, Motihari, District – East Champaran, Bihar

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MINUTES

- The 16th Executive Council Meeting of the Mahatma Gandhi Central University was held on 3rd December 2019 (Tuesday) at 12:30 PM at Mahatma Gandhi Central University, Dr Ambedkar Administrative Building, Raghunathpur, Motihari – 845 401, District – East Champaran, Bihar. The following members were present:

SL.	NAME OF THE MEMBERS	
1.	Professor Sanjeev Kumar Sharma Vice-Chancellor, Mahatma Gandhi Central University, Motihari	Chairman
2.	Prof. Anil Kumar Rai , Pro-Vice-Chancellor, MGCUB	Member
3.	Prof. Anand Prakash , Dean, School of Life Sciences & DSW	Member
4.	Prof. Ajai Kumar Gupta , Dean, School of Physical Sciences	Member
5.	Prof. Arttatrana Pal , Head, Department of Zoology	Member
6.	Dr Shirish Mishra , Head, Department of Commerce	Member
7.	Dr Dinesh Vyas , Assistant Professor in Sociology	Member
8.	Dr Padmakar Mishra OSD (Administration), Mahatma Gandhi Central University, Motihari	Ex-Officio Secretary

- At the outset, the Vice-Chancellor extended a warm welcome to all the Members of the Executive Council.

3. Further, the Chairman gave a snapshot view of the progress and developments made in the University from the date of last meeting of Executive Council. A copy of the detailed report is attached at **ANNEXURE - A**.
4. Thereafter, the Vice-Chancellor-cum-Chairman invited Dr Padmakar Mishra, OSD (Administration) to take up the agenda items and accordingly, the following agenda items were taken up for discussion and decision:

Item: EC (2019):16.01(i) Confirmation of the Minutes of 14th Meeting of the Executive Council held on 21st May 2019 at 11:00 AM at Mahatma Gandhi Central University, Camp Office, Raghunathpur, Near OP Thana, Motihari, District - East Champaran, Bihar.

The Minutes of 14th Meeting of the Executive Council held on 21st May 2019 at 11:00 AM at Mahatma Gandhi Central University, Motihari, District - East Champaran, Bihar is placed before the Executive Council at **ANNEXURE - 16.01 (i)** for confirmation.

The Executive Council confirmed the Minutes of 14th Meeting of the Executive Council held on 21st May 2019 at 11:00 AM at Mahatma Gandhi Central University, Camp Office, Raghunathpur, Near OP Thana, Motihari, District - East Champaran, Bihar.

Item: EC (2019):16.01(ii) Confirmation of the Minutes of 15th Meeting of the Executive Council dated 25th July 2019 held by Circulation.

The Minutes of 15th Meeting of the Executive Council dated 25th July 2019 held by Circulation is placed before the Executive Council at **ANNEXURE - 16.01 (ii)** for confirmation.

The Executive Council confirmed the Minutes of 15th Meeting of the Executive Council dated 25th July 2019 held by Circulation.

Item: EC (2019):16.02(i) To place before the Executive Council, the Report about the Action Taken on the decision of its 14th Meeting held on 21st May 2019 at 11:00 AM at Mahatma Gandhi Central University, Camp Office, Raghunathpur, Near OP Thana, Motihari, District - East Champaran, Bihar.

The Executive Council noted the Report about the Action Taken on decision of its 14th Meeting held on 21st May 2019.

Item: EC (2019):16.02(ii) To place before the Executive Council, the Report about the Action Taken on the decision of its 15th Meeting dated 25th July 2019 held by Circulation.

The Executive Council noted the Report about the Action Taken on decision of its 15th Meeting dated 25th July 2019 held by Circulation.

ITEM(S) FOR REPORTING:

Item No: EC(2019):16.03 To report to the Executive Council, the matter regarding re-constitution of Academic Council.

Consequent upon receipt of assent of H.E. the President of India in his capacity as Visitor of Mahatma Gandhi Central University under Section 27(3) of the Central Universities Act 2009 to amend Statute 13 relating to composition of the Academic Council received from Department of Higher Education, Ministry of Human Resource Development, Government of India vide letter No.F.51-6/2019-CU-I dated 10th October 2019 [ANNEXURE - 16.03(i)], the Academic Council of the University was re-constituted vide Notification No. F.23-1/ MGCUB/GA/2016/4232 dated 18th November 2019 [ANNEXURE - 16.03(ii)].

The Executive Council noted the Item.

Item No: EC(2019):16.04 To report to the Executive Council, the matter regarding re-constitution of Executive Council.

Consequent upon receipt of assent of H.E. the President of India in his capacity as Visitor of Mahatma Gandhi Central University under Section 27(3) of the Central Universities Act 2009 to amend Statute 11 relating to composition of the Executive Council received from Department of Higher Education, Ministry of Human Resource Development, Government of India vide letter No.F.51-6/2019-CU-I dated 10th October 2019 [ANNEXURE - 16.04(i)], the Executive Council of the University was re-constituted vide Notification No. F.23-1/MGCUB/GA/2016/4233 dated 18th November 2019 [ANNEXURE - 16.04(ii)].

The Executive Council noted the Item.

The OSD (Administration) also informed the members of the Executive Council that being one of the senior most Associate Professor in the University. Dr Shirish Mishra, Associate Professor, Department of Commerce has been appointed as Member of Executive Council in place of Dr Pramod Meena, Professor, Department of Hindi, for a period of three years.

Item No: EC(2019):16.05

To report and ratify the appointment of faculty in various teaching departments on regular basis.

The Executive Council noted and ratified the action taken by the Vice-Chancellor with respect to appointment of faculty in various teaching departments on regular basis.

The members of the Executive Council expressed their views that since the meetings of Selection Committees for various disciplines for different teaching positions are being scheduled frequently and it is not possible to call the meeting of Executive Council so frequently, therefore, all the members unanimously authorized the Vice-Chancellor to open the sealed recommendations of the Selection Committee(s) and issue the appointment letters to the selected candidates, subject to ratification by the Executive Council in its next meeting.

Item No: EC(2019):16.06

To report and ratify the promotion of various faculty under Career Advancement Scheme (CAS).

Consequent upon the recommendations of the Selection Committees held on various dates and further approval of the Competent Authority, the following **faculty** of the University have been **promoted** from **Associate Professor (Stage 4)** to **Professor (Stage 5)** under Career Advancement Scheme (CAS) effect from the date of their respective eligibility / promotion as under:

Sl.	Name of the Faculty	Department	Date & Time of Selection Committee Meeting	Date of Eligibility / Promotion
1.	Dr Sunil Kumar Srivastava	Physics	06.11.2019 at 12:00 Noon	21.10.2019
2.	Dr Santosh Kumar Tripathi	Physics	06.11.2019 at 12:00 Noon	27.10.2019
3.	Dr Pavnesh Kumar	Management Sciences	06.11.2019 at 04:00 PM	28.10.2019
4.	Dr Vikas Pareek	Computer Science & IT	06.11.2019 at 02:00 PM	14.11.2019
5.	Dr Rafique Ul Islam	Chemistry	07.11.2019 at 09:00 AM	14.11.2019
6.	Dr Pranveer Singh	Zoology	07.11.2019 at 11:00 AM	16.11.2019

A copy of the Office Order issued to the effect is attached at **ANNEXURE - 16.06.**

The Executive Council noted and ratified the action taken by the Vice-Chancellor with respect to promotion of faculty under CAS.

Item No: EC(2019):16.07 To report and ratify the appointment of Dr Jwala Prasad and Shri Sachchida Nand Singh as Deputy Registrar on regular basis.

Consequent upon the recommendation of the Selection Committee in its Meeting held on 15th and 16th July 2019, the Competent Authority has appointed Dr Jwala Prasad and Shri Sachchida Nand Singh as Deputy Registrar on regular basis.

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

The members of the Executive Council expressed their views that since the meetings of Selection Committees for various Non-Teaching Positions are being scheduled frequently and it is not possible to call the meeting of Executive Council so frequently, therefore, all the members unanimously authorized the Vice-Chancellor to open the sealed recommendations of the Selection Committee(s) and issue the appointment letters to the selected candidates, subject to ratification by the Executive Council in its next meeting.

Item No: EC(2019):16.08

To report to the Executive Council, the appointment of various Non-Teaching Staff on Contract basis.

Keeping in view the acute shortage of administrative staff, the following persons have been appointed in the University on contract basis:

Sl.	Name	Designation	Mode of Selection
1.	Shri Deepak Dinkar	System Analyst	On the recommendation of Selection Committee
2.	Ms. Shephalika Mishra	Public Relations Officer	On the recommendation of the Selection Committee
3.	Ms. Kavita Joshi	Private Secretary to Vice-Chancellor	On the basis of marks secured in Written Examination and further qualifying the Skill Test

In addition to above, recently 6 Upper Division Clerk and 9 Lower Division Clerk have been appointed in the University on contract basis. The selection has been done on the basis of marks secured in Written Examination and further qualifying the Skill Test.

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

Item No: EC (2019):16.09

To report to the Executive Council, the matter regarding termination of lien of Dr Amrendra Tripathi, Ex-Associate Professor, Department of Hindi.

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

Item No: EC (2019):16.10 To report to the Executive Council, the matter regarding relieving of Dr Abhijeet Biswas from the post of Assistant Professor in Department of Management Science.

Consequent upon his selection in Banaras Hindu University, Varanasi, Dr Abhijeet Biswas has resigned from the post of Assistant Professor in Department of Management Science.

Accordingly, Dr Abhijeet Biswas has been relieved from the services of Mahatma Gandhi Central University w.e.f. 27th November 2019 (A/N).

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

Further, the Executive Council also considered the request of Dr Abhijeet Biswas for condonation of three months' notice period and approved the same.

ITEM(S) FOR CONSIDERATION AND DECISION:

Item No: EC (2019):16.11 To place before the Executive Council, the request received from Dr Shivarama Rao K, Associate Professor, Department of Library and Information Science regarding relieving.

Consequent upon his selection as Associate Professor in Department of Library Science in Central University of Himachal Pradesh, Dharamshala, Himachal Pradesh, Dr Shivarama Rao K has requested the Competent Authority to relieve him from the post of Associate Professor in Department of Library and Information Science and allowed him to join his new assignment at Central University of Himachal Pradesh, Dharamshala, Himachal Pradesh.

The Executive Council considered the request of Dr Shivarama Rao K and approved his request.

Item No: EC (2019):16.12 To place before the Executive Council, the request received from Dr Digvijoy Phukan, Assistant Professor, Department of Social Work regarding relieving.

Consequent upon his selection as Assistant Professor in Department of Social Work in Central University of Himachal Pradesh, Dharamshala, Himachal Pradesh, Dr Digvijoy Phukan has tendered his technical resignation from the post of Assistant Professor in Department of Social Work.

The Executive Council considered the request of Dr Digvijoy Phukan and approved the following:

- i. **Lien for a period of One Year; and**
- ii. **Condonation of three months' notice period**

Item No: EC (2019):16.13 To place before the Executive Council, the requests received from (i) Dr Prerana Bhaduli, Assistant Professor, Department of Political Science and (ii) Dr Shashikant Ray, Assistant Professor, Department of Biotech and Genome, for Study Leave.

The Executive Council considered the request of aforesaid faculty and recommended as under:

- i. **Dr Prerana Bhaduli be granted Study Leave as requested; and**
- ii. **The request of Dr Shashikant Ray for Study Leave cannot be considered in view of his misbehaviour and misconduct as informed by many members of the Executive Council and the Chairman.**

Further, in view of his (Dr Shashikant Ray) unbecoming conduct attracting the provision of Rule 3(1)(iii) of the Central Civil Services (Conduct) Rules, 1964, a disciplinary enquiry be constituted against him.

The Executive Council also authorised the Vice-Chancellor to constitute a disciplinary enquiry committee in this regard.

Item No: EC(2019):16.14 To place before the Executive Council, the Minutes of 5th Academic Council Meeting of the University scheduled to be held on 1st December 2019 at 03:00 PM at Mahatma Gandhi Central University, Motihari, Bihar.

The Minutes of 5th Academic Council Meeting of the University scheduled to be held on 1st December 2019 at 03:00 PM at Mahatma Gandhi Central University, Motihari shall be placed before the Executive Council on the spot.

The Executive Council considered and approved the Minutes of 5th Meeting of the Academic Council held on 1st December 2019.

Item No: EC (2019):16.15 To place before the Executive Council, the Minutes of 7th Finance Committee Meeting of the University held on 13th November 2019 at 04:00 PM at AIU, New Delhi.

The Minutes of 7th Finance Committee Meeting of the University held on 13th November 2019 at 04:00 PM at AIU, New Delhi is placed before the Executive Council at ANNEXURE - 16.13.

The Executive Council considered and approved the Minutes of 7th Finance Committee Meeting held on 13th November 2019.

TABLE ITEM FOR REPORTING AND RATIFICATION:

Item No: EC(2019):16.01(T) To report and ratify the promotion of Dr Pramod Meena from Associate Professor (Stage 4) to Professor (Stage 5) under Career Advancement Scheme (CAS).

Consequent upon the recommendation of the Selection Committee held on 2nd December 2019 and further approval of the Competent Authority, Dr Pramod Meena, Department of Hindi **promoted** from **Associate Professor (Stage 4)** to **Professor (Stage 5)** under Career Advancement Scheme (CAS) with effect from the date of his eligibility / promotion (i.e., 2nd December 2019).

The Executive Council noted and ratified the promotion of Dr Pramod Meena from Associate Professor (Stage 4) to Professor (Stage 5) under Career Advancement Scheme (CAS).

Item No: EC(2019):16.02(T)

To report to the Executive Council, the matter regarding selection process completed for the post of First Registrar, First Finance Officer and Controller of Examinations for ratification.

The Selection Committee for the post of First Registrar, First Finance Officer and Controller of Examinations were held in the month of July 2019.

The selection committee for the post of First Registrar and Controller of Examinations did not recommend any candidate for the post. Further, with respect to First Finance Officer, it is submitted that no candidate appeared in the Interview.

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

Item No: EC(2019):16.03(T)

To report to the Executive Council, the matter regarding re-constitution of Internal Complaint Committee.

Consequent upon joining of new faculty in the University especially at senior level, the Competent Authority has re-constituted the Internal Complaint Committee (ICC) of the University.

The Executive Council noted the Item.

Item No: EC(2019):16.04(T)

To report to the Executive Council, the matter regarding re-constitution of Building Works Committee.

Consequent upon joining of new faculty in the University especially at senior level, the Competent Authority has re-constituted the Building Works Committee of the University.

The Executive Council noted the Item.

Item No: EC(2019):16.05(T) **To report to the Executive Council, the matter regarding handing over of 102.39 Acres of Land to the University by the District Administration, Motihari for establishment of its Permanence Campus.**

On 27th November 2019, the District Administration, Motihari has handed over 102.39 Acres of Land to the University for establishment of its Permanent Campus.

The Executive Council noted the Item and thanked the District Administration for its support to the University specially in the transfer of said permanent land to the University for the establishment of its permanent campus.

Further, the Executive Council appreciated the efforts made by the Vice-Chancellor in such a short span of time with respect to transfer of land to the University for establishment of its permanent campus.

Item No: EC(2019):16.06(T) **To report to the Executive Council, the Guidelines for engaging Senior Academicians/Officers as Distinguished Visiting Faculty in Higher Education Institutions (HEIs).**

The University Grants Commission vide D.O. No. F.9-1/2010(PS/Misc.)Pt.Vol.II dated 3rd June 2019 has issued guidelines for engaging Senior Academicians/Officers as Distinguished Visiting Faculty in Higher Education Institutions (HEIs) for compliance.

The Executive Council noted the Item.

TABLE ITEM(S) FOR CONSIDERATION AND DECISION:

Item No: EC (2019):16.07(T) **To place before the Executive Council, the request received from Dr Bhanu Pratap Singh, Assistant Professor, Department of Economics regarding relieving.**

Consequent upon his selection as Assistant Professor in Department of Economics in Banaras Hindu University, Varanasi, Dr Bhanu Pratap Singh has requested the Competent Authority to relieve him from the post of Assistant Professor in Department of Economics and allowed him to join his new assignment at Banaras Hindu University, Varanasi.

The Executive Council considered the request of Dr Bhanu Pratap Singh and approved the following:

- i. **Lien for a period of One Year; and**
- ii. **Condonation of three months' notice period**

Item No: EC (2019):16.08(T)

To place before the Executive Council, the requests received from (i) Mr Shyam Nandan, Assistant Professor, Department of Hindi and (ii) Mr Arun Kumar, Assistant Professor, Department of Management Science, for Study Leave.

The Executive Council considered the request of Mr Shyam Nandan and Mr Arun Kumar and recommended that Study Leave be granted to them.

Item No: EC(2019):16.09(T)

To place before the Executive Council, the matter regarding nomination of members for the Selection Committees for the posts of Registrar/Finance Officer /Controller of Examinations.

The University vide its Employment Notice No. 008/2019 advertised the post of First Registrar, First Finance Officer and Controller of Examinations to be filled up on direct/deputation basis. The table below Statute 18(2) of Central Universities Act 2009 dealing with the composition of the Selection Committee for these posts provides for:

- (i) two members of the Executive Council nominated by it; and
- (ii) one person not in the service of the University nominated by the Executive Council.

In consonance with the above provision, the matter is placed before the Executive Council for nomination of members for the Selection Committees for the posts of Registrar/Finance Officer/Controller of Examinations.

The Executive Council considered the Item and authorised the Vice-Chancellor to nominate members /experts in the various Selection Committees on behalf of Executive Council.

Item No: EC (2019):16:10(T)

To place before the Executive Council, the matter regarding disobedience and wilful unauthorised absence from duty in r/o Dr Swati Manohar, Assistant Professor, Department of Biotech and Genome for consideration and decision.

The request dated 21st November 2019 received from Dr Swati Manohar, Department of Biotech & Genome regarding regularisation of leave and allow her to re-join her duty is attached at **Appendix 'A'** which is self-explanatory.

In this connection, it is pertinent to mention that Dr Swati Manohar was granted Child Care Leave of **77 days w.e.f. 03.09.2018 to 18.11.2018 and Maternity Leave of 180 days w.e.f. 19.11.2018 to 17.05.2019**. She was supposed to resume her duty on 20.05.2018. Further, she requested for Child Care Leave of 185 days w.e.f. 20.05.2019 to 20.11.2019 vide her request dated 19th April 2019 (through mail) in continuation of Maternity Leave already approved.

The request of Dr Swati Manohar was not approved by the Competent Authority and she was directed to resume her duty. Post resuming the duties, she may seek fresh leave as per the merit of her requirement. However, Dr Swati Manohar did not resume her duty. The University has issued total 7 letters directing her to resume duties at the earliest.

With reference to all the aforesaid 7 letters issued to Dr Swati Manohar, she kept requesting the Competent Authority for reconsideration of her request and did not obey the order of the Competent Authority of the University. She remained on an unauthorised absence from 18th May 2019 to 19th November 2019 without any approval / sanction of any kind of leave.

Keeping in view of her unauthorised absence, the University administration stopped the Pay & Allowances in r/o aforesaid official from June 2019 to till date. Dr Swati Manohar reported for duty on 20th November 2019 in the Department of Biotech & Genome. Further, she submitted an application dated 21st November 2019 addressing the Vice-Chancellor to allow her to re-join her duty and regularise her leave.

The Competent Authority allowed her to join duty w.e.f. 21st November 2019.

The Executive Council considered the Item and found her:

- (i) **Wilful unauthorised absence from Duty;**
- (ii) **Wilful disobedience of orders of the Competent Authority; and**
- (iii) **Financial Irregularity**

In view of the above, the members of the Executive Council unanimously recommended that Dr Swati Manohar be kept under suspension from the services of the University with immediate effect till further orders and a disciplinary enquiry committee be constituted against him.

The Executive Council also authorised the Vice-Chancellor to constitute a disciplinary enquiry committee in this regard.

The meeting ended with the vote of thanks to the Chair followed by National Anthem.

S/d

[Dr Padmakar Mishra]
*Ex-Officio Secretary &
OSD (Administration), MGCUB*

Confirmed

S/d

[Professor Sanjeev Kumar Sharma]
*Chairman &
Vice-Chancellor, MGCUB*