

# COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY



## **CONFIRMED MINUTES OF THE 625<sup>th</sup> MEETING OF THE SYNDICATE HELD ON 28.09.2015 (MONDAY)**

Members present:

- 1) Dr. J. Letha, Vice-Chancellor (in the Chair)
- 2) Dr. K. Poullose Jacob, Pro-Vice-Chancellor
- 3) Sri. V.P. Sajeendran, MLA
- 4) Dr. Zakkariya K.A.
- 5) Dr. A. Mujeeb
- 6) Sri. R.S. Sasikumar
- 7) Dr. Joseph John
- 8) Dr. V S Sebastian
- 9) Dr. A.N. Balchand
- 10) Dr. N. Mohanan
- 11) Dr.M.R. Anantharaman
- 12) Sri. Irfan Habeeb K.
- 13) Sri. M. Sherif, Additional Secretary, Higher Education Department
- 14) Sri. James Joseph, Joint Secretary, Finance Department
- 15) Dr. K.Vijayakumar, Director of Technical Education

Also present

Dr. David Peter S., Registrar

### **Opening Remarks by the Vice-Chancellor:**

1. The Vice-Chancellor welcomed all the new members to the Syndicate meeting.
2. The request for leave of absence by Dr. Mohamuda Beegum, Dr. Chauhan, Sri. George Paul and Sri. K.M. Shaji, MLA from the meeting was granted by the Syndicate.

Item No.	Subject
625.01	<b>Confirmation of the minutes of the 624<sup>th</sup> meeting of the Syndicate held on 11.08.2015.</b>  <i>The Syndicate resolved to confirm the minutes of the 624<sup>th</sup> meeting of the Syndicate held on 11.08.2015.</i>

<b>625.02</b>	<p><b>ATR of 619<sup>th</sup> Syndicate.</b>  <i>The Syndicate noted the Action Taken Report of 619<sup>th</sup> Syndicate.</i></p>
	<b>RATIFICATION</b>
<b>625.03</b>	<p><b>Extension of deputation of Dr. A. Mujeeb, Associate Professor, Division of Applied Sciences and Humanities, Cochin University College of Engineering Kuttanad as Joint Director, LBS Centre for Science and Technology – Reporting of – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor regarding extending the deputation of Dr. A. Mujeeb, Associate Professor, Division of Applied Sciences and Humanities, Cochin University College of Engineering Kuttanad as Joint Director, LBS Centre for Science and Technology.</p> <p><i>The Syndicate resolved to ratify the action taken by the Vice-Chancellor in extending the deputation of Dr. A. Mujeeb, Associate Professor, Division of Applied Sciences and Humanities, Cochin University College of Engineering Kuttanad as Joint Director, LBS Centre for Science and Technology for the fourth consecutive time for a further period of 1 year with effect from 12.07.2015.</i></p> <p>(Ad.F)</p>
<b>625.04</b>	<p><b>CAT 2015 – Payment made for the publication of Notification by M/s. Madras Advertising Company – Reporting to Syndicate for ratification – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee regarding the action taken by the Vice-Chancellor sanctioning the payment of ₹43,48,292/- (Rupees forty three lakhs forty eight thousand two hundred and ninety two only) and ₹4,34,829/- (Rupees four lakhs thirty four thousand eight hundred and twenty nine only) to M/s. Madras Advertising Company towards the publication charges of CAT 2015 notification and refund of security money respectively.</p> <p><i>The Syndicate resolved to ratify the action taken by the Vice-Chancellor. Further resolved to initiate steps to reduce the advertisement charges.</i></p> <p>(IRAA)</p>
<b>625.05</b>	<p><b>Purchase of Computer and peripherals for School of Engineering Office, Library and Division of Applied Sciences &amp; Humanities at a total cost of Rs.10,81,557/- - Sanction accorded – Ratification – reg.</b></p>

	<p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor in sanctioning the purchase of Computer and peripherals for School of Engineering Office, Library and Division of Applied Sciences &amp; Humanities at a total cost of ₹10,81,557/- (Rupees Ten lakhs eighty one thousand five hundred and fifty seven only) meeting the expenditure from the head of account "2-94-1-Q-2-104 Computer/Equipments" provided in the budget of the University.</p> <p><i>The Syndicate resolved to ratify the action taken by the Vice-Chancellor. Further resolved that e-tendering should be made compulsory for all purchases above ₹ 5 lakhs.</i></p> <p>(SoE-B)</p>
625.06	<p><b>Implementation of the Government Circulars – Action taken by the Vice-Chancellor – Reporting to the Syndicate for ratification – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor in implementing the Government Circulars No.30735/ സി.ഡി.എൻ 4 / 2015/ പൊ.ഭ.വ dated 14.05.2015 and No.21658 ഉ.പ.സി.2/ 14 / ഉ.ഭ.പ.വ dated 24.03.2014.</p> <p><i>The Syndicate resolved to ratify the action taken by the Vice-Chancellor.</i></p> <p>(Ad.G)</p>
625.07	<p><b>Dr. Saju K.K., Reader, Division of Mechanical Engineering, School of Engineering – Appointment as the Hon. Director, Unit for International Relations and Academic Admissions – Dr. David Peter S., Registrar – Relieved from the additional charge of the post of Director, Unit for International Relations and Academic Admissions – Action taken by the Vice-Chancellor – Reporting to the Syndicate – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor in nominating Dr. Saju K.K., Reader, Division of Mechanical Engineering, School of Engineering as the Hon. Director, Unit for International Relations and Academic Admissions (IRAA).</p> <p><i>The Syndicate noted the action taken by the Vice-Chancellor.</i></p> <p>(Ad.A)</p>
625.08	<p><b>Inter Collegiate Transfer/Branch change of B.Tech courses – Recognized Institution – reg.</b></p>

	<p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor imposing a fine of ₹1000/- for processing applications for Inter Collegiate Transfer/Branch Change from students of B.Tech Courses received after the last date.</p>
	<p><i>The Syndicate resolved to ratify the action taken by the Vice-Chancellor.</i></p> <p>(Ac.A)</p>
<b>625.09</b>	<p><b>Fee dues against Sri. Vishnu Sasi C., 1<sup>st</sup> year B.Tech student of School of Engineering in Information Technology Division - Reporting of - reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor in releasing the transfer certificate and other documents submitted by Sri. Vishnu Sasi C., 1<sup>st</sup> year B.Tech student of SoE in the Division of Information Technology and waiving the first year fees of ₹84,355/- (Rupees Eighty four thousand three hundred and fifty five only) due to the University considering his poor financial background and the community to which he belongs.</p> <p><i>The Syndicate noted and ratified the action taken by the Vice-Chancellor.</i></p> <p>(Ac.A)</p>
	<p><b>ACADEMIC MATTERS</b></p>
<b>625.10</b>	<p><b>Malpractice rules - Proposal on amendment - Consideration of - reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the proposed amendment to the existing malpractice rules.</p> <p><i>The Syndicate resolved to approve the following amendments in the malpractice rules:-</i></p> <ol style="list-style-type: none"> <li>i. <i>If the student who is reported to have been indulged in malpractice happened to be absent on the day of enquiry and requests that he may be given one additional chance, the request be admitted by the Controller of Examinations.</i></li> <li>ii. <i>However, if the student is absent for enquiry without any intimation for additional chance or reasons for his/her absence,</i></li> </ol>



*the enquiry officer be requested to submit a report on the matter exparte based on the supporting documents on the matter*

iii. *Provisions under 'C' of the existing rules be amended as follows:*

Sl No		Types of Malpractice	Existing provision	Amendment recommended
C	i	Production/Possession of any material relevant to the examination and, as per the Enquiry report there is evidence of copying.	Rule C (i) & C (ii) – Rs.10,000/- + cancellation of the subjects + <b>one</b> chance debarring	i. A fine of Rs.10,000/- +cancellation of all theory subjects
	ii	Resisting to handover the material produced/ possessed.		ii. A fine of Rs.10,000/- +cancellation of all theory subjects + one chance debarring
	iii	Production/Possession of any material and attaching the same as part of the Answer book.	Rule C (iii) – Rs.10,000/- + cancellation of the subjects + <b>two</b> chance debarring	No change
	iv	Threatening the Invigilator/or any authority in the Examination hall.	Rule C (iv) – Rs.10,000/- + cancellation of the subjects + <b>three</b> chance debarring	No change

iv. *The Standing Committee may also be authorised to modify the recommendations in the enquiry report regarding punishment to be imposed in the case of students who are reported to be indulged in malpractice, provided there are sufficient justifications for the same.*

	<p><i>v. The maximum period upto which the documents and all other materials are to be retained may be one year from the date of the meeting of the Standing Committee on Examination matters at which the item was placed. However, the Answer scripts related to the cases are to be forwarded to the Records Section and retained upto the period as per rules in this respect.</i></p> <p><i>The Syndicate further resolved that hereafter the decision of the Standing Committee on malpractice cases should be reported to the Syndicate and to modify the present term 'Malpractice Rules' as 'Guidelines to be followed with regard to suspected malpractice cases'.</i></p> <p>(Exam)</p>
625.11 *	<p><b>Reduce the fee structure and improvement of infrastructure for teaching programme – reg.</b></p> <p><i>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of reducing the fee structure and improving the infrastructure for DBT supported teaching programmes in the National Centre for Aquatic Animal health (NCAAH).</i></p> <p><i>The Syndicate resolved to direct the Coordinator, NCAAH to submit a detailed proposal for reducing the fee structure and improving the infrastructure for the teaching programmes offered in the Centre.</i></p> <p>(Ac.A)</p>
625.12 *	<p><b>Unfortunate incidents happened in the campus on 30.07.2015 in connection with hostel allotment – consideration of – reg.</b></p> <p><i>The Syndicate resolved that the enquiry report on the unfortunate incidents happened in the campus on 30.07.2015 be placed in its next meeting.</i></p>
625.13	<p><b>Reports on indulgence in malpractice in University Exams – Recommendations of the Standing Committee on Exam Matters to constitute a sub-committee to examine certain cases – Consideration of – reg.</b></p> <p><i>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of constituting a sub-committee to look into the malpractice cases happening in the University exams.</i></p> <p><i>The Syndicate resolved that no action is needed for the time being regarding constitution of a sub-committee to look into the malpractice happening in the University examinations.</i></p> <p>(CE)</p>

625.14 *	<p><b>Introducing new courses and the formation of Departments – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of introducing new courses and the formation of new Departments.</p>
	<p><i>The Syndicate resolved to constitute a sub-committee with Pro-Vice-Chancellor as Chairman and Dr. M.R. Anantharaman and Dr. A.N. Balchand as members. Also resolved that for introducing new courses proposals be collected from the Heads of all Departments within one month.</i></p> <p>(Ac.A)</p>
625.15	<p><b>Exemption from semester fee – Abhiram Sasi, B.Tech (EEE) 1<sup>st</sup> year student of School of Engineering – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request of Sri. Abhiram Sasi, B.Tech, (EEE) first year student of School of Engineering to exempt him from the payment of course fee of ₹85,775/- for the first year.</p> <p><i>The Syndicate resolved to exempt Sri. Abhiram Sasi, B.Tech (EEE) first year student of School of Engineering from remitting the course fee of ₹85,775/- for the first year considering the fact that the student belongs to the Kerala Scheduled Caste category and that the District Development Officer for Scheduled Caste, Alappuzha has already reimbursed the first year fees due to the student for the period he studied in CUCEK. The Syndicate further resolved to transfer the amount reimbursed by the District Development Officer, Alappuzha from Cochin University College of Engineering Kuttanad to School of Engineering.</i></p> <p>(Ac.A)</p>
625.16	<p><b>Allotment of staff quota to all Post Graduate Degree courses in the cost sharing sector also including M.Tech – reg.</b></p> <p>Item withdrawn.</p>
	<p style="text-align: center;"><b>ESTABLISHMENT MATTERS</b></p>
625.17	<p><b>Establishment – Smt. Kochuthresia C.J., Computer Assistant (Senior Grade) – Request for extension of Leave Without Allowances – Consideration of – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request of Smt. Kochuthresia C.J.,</p>

	<p>Computer Assistant (Senior Grade) for extension of Leave Without Allowances for five more years w.e.f. 04.09.2014.</p> <p><i>The Syndicate resolved to ratify the action taken by the Pro-Vice-Chancellor in-charge of Vice-Chancellor in sanctioning the extension of Leave Without Allowances of Smt. Kochuthresia C.J., Computer Assistant (Senior Grade), for a further period of five years with effect from 04.09.2014.</i></p> <p>(Ad.G)</p>
625.18 *	<p><b>Enhancement of daily wages in respect of the various posts in the University – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of enhancement of daily wages in respect of the various posts in the University.</p> <p><i>The Syndicate resolved to enhance the remuneration for daily wage engagement of Laboratory Technician and Play Ground Marker as ₹400/- and ₹350/- per day respectively. Also resolved to rectify the error in the rate of daily wage of Gardener and to fix it as ₹350/- instead of ₹400/- and excess if any paid is to be recovered.</i></p> <p><i>The Syndicate further resolved that the date of effect of daily wage rate revision implemented vide U.O. No.Ad.G2/SoE-CS/TS/EE/2012 dated 18.05.2015 and above be taken as the date of effect of the Government Order itself ie. 01.10.2014 instead of 28.10.2014.</i></p> <p>(Ad.G)</p>
625.19	<p><b>Smt. Sheeba Singh G.J., Section Officer (Higher Grade) – Request for permission to apply for deputation to the post of Section Officer at Kerala State Commission for Protection of Child Rights (KeSCPCR), Thiruvananthapuram – Personal representation – Consideration of – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request of Smt. Sheeba Singh G.J., Section Officer (Higher Grade), for permission to apply for deputation to the post of Section Officer at Kerala State Commission for Protection of Child Rights (KeSCPCR), Thiruvananthapuram.</p> <p><i>The Syndicate resolved to permit Smt. Sheeba Singh G.J., Section Officer (Higher Grade) to apply for the post of Section Officer at Kerala State</i></p>



	<p><i>Commission for Protection of Child Rights (KeSCPCR), Thiruvananthapuram on deputation.</i></p> <p>(Ad)</p>
625.20 *	<p><b>Extension of term of Emeritus Professorship of Dr. C.K. Radhakrishnan, Department of Marine Biology, Microbiology and Biochemistry and of Dr. M. Jathavedan, Department of Computer Applications – Consideration of – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request of Dr. C.K. Radhakrishnan, Department of Marine Biology, Microbiology and Biochemistry and that of Dr. M. Jathavedan, Department of Computer Applications for extension of tenure of Emeritus Professorship.</p> <p><i>The Syndicate resolved to extend the term of Emeritus Professorship of Dr.C.K. Radhakrishnan, Department of Marine Biology, Microbiology and Biochemistry, till he attains the age of 70 years and that of Dr. M. Jathavedan, Department of Computer Applications for a period of three years with effect from 29.05.2015.</i></p> <p>PL(UGC)</p>
625.21 *	<p><b>Dr. Mathew Cherian, Reader in Mechanical Engineering, Cochin University College of Engineering Kuttanad – Orders of the High court in WP(C) No.23589 of 2015 (W) dated 05.08.2015 directing the Syndicate to consider and pass orders on the appeal filed by Dr. Mathew Cherian against the orders to vacate ‘B’ Type Quarters occupied by him – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the appeal filed before the Honorable High Court of Kerala by Dr. Mathew Cherian, Reader in Mechanical Engineering, Cochin University College of Engineering Kuttanad against the University direction to vacate ‘B’ Type Quarters allotted to him in the Trikkakara Campus.</p> <p><i>The Syndicate heard the petitioner Dr. Mathew Cherian as per the orders of the Honorable High Court of Kerala on the matter of vacating ‘B’ Type Quarters allotted to him in the Trikkakara Campus.</i></p> <p><i>Accordingly the Syndicate resolved the following:-</i></p> <ol style="list-style-type: none"> <li><i>The distance stipulation of 15km provided in the University Quarters allotment rules and Rule 93A of Government Servants Rule should be strictly followed for the allotment of quarters.</i></li> <li><i>Dr. Mathew Cherian has to vacate the quarters allotted to him in the Trikkakara Campus within three months from the date of this</i></li> </ol>

	<p>meeting.</p> <p>c) The Registrar is authorised to find out unauthorized/occasional occupants, if any.</p> <p>d) All such unauthorized/occasional occupants should vacate the quarters allotted to them within three months.</p> <p>e) The University Standing Counsel has to ensure that suits are not filed against the Syndicate, as Section 13 (3) of CUSAT Act 1986 stipulates that suits by or against the University shall be instituted by or against the Registrar.</p> <p>f) To explore the possibility for providing adequate residential facilities for the Teaching /Non-teaching staff and students in CUCEK.</p> <p>(Ad.E)</p>
625.22 *	<p><b>Request for reckoning of prior service of Sri. Anilajan P.B., Hatchery Assistant-cum-Syrang and Driver – consideration of – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request of Sri. Anilajan P.B., Hatchery Assistant-cum-Syrang and Driver for reckoning his prior service in the University for pensionary benefits.</p> <p><i>The Syndicate resolved to reckon the period of service of Sri. Anilajan P.B., Hatchery Assistant-cum-Syrang and Driver as Lascar from 16.02.1989 to 27.11.1990 which was on a time scale and entered in the service book as qualifying service for pensionary benefits.</i></p> <p>(Ad.G)</p>
625.23	<p><b>Leave sanction of teachers – Delegation of powers to Pro-Vice-Chancellor – Resubmitting – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub-Committee the matter of delegating the powers of Vice-Chancellor to sanction the leave of teachers (both permanent and contract) to Pro-Vice-Chancellor.</p> <p><i>The Syndicate resolved to approve the action taken by the Vice-Chancellor, delegating the powers to sanction the leave of teachers (both permanent and contract) to the Pro-Vice-Chancellor.</i></p> <p>(Ad.F)</p>
	<b>GENERAL MATTERS</b>
625.24	<p><b>Documentation of the works of Late P.J. Antony – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request from the Secretary, P J Antony Memorial Foundation, Ernakulum to help the foundation to digitalise the works of late P.J. Antony.</p>

	<p><i>The Syndicate resolved to grant permission to undertake the work of digitalizing the works of Late Sri. P.J. Antony as a project or consultancy as per rules without making any financial commitment to the University.</i></p> <p>(Ac.A)</p>
<p><b>625.25</b> *</p>	<p><b>Full reimbursement of medical expenses in respect of the 5 nos. of applications submitted by Smt. Sujatha S., Lab Assistant, Department of Electronics – Consideration of – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request of Smt. Sujatha S., Lab Assistant, Department of Electronics for full reimbursement of medical expenses amounting to ₹1,08,144/- (Rupees One lakh eight thousand one hundred and forty four only).</p> <p><i>The Syndicate resolved to grant full reimbursement towards medical expenses amounting to ₹1,08,144/- (Rupees One lakh eight thousand one hundred and forty four only) submitted by Smt. Sujatha S., Lab Assistant, Department of Electronics as per the claim in the application for the treatment in both hospitals on humanitarian grounds considering the nature of disease.</i></p> <p>(Ad.E)</p>
<p><b>625.26</b> *</p>	<p><b>Sri. Issac S., Office Attendant, Exam 'S' Section – Settlement of Interest Free Medical Advance – Inclusion of bills prior to the date of advance as a special case – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request of Sri. Issac S., Office Attendant, Exam 'S' Section for settlement of interest free medical advance and inclusion of bills prior to the date of advance as a special case.</p> <p><i>The Syndicate resolved to approve the request of Sri. Issac S., Office Attendant, Exam 'S' Section to give full reimbursement of medical expenses as per the claim in the application on humanitarian grounds considering the nature of disease and the fact that the patient (wife) has expired. Further resolved that the bills before availing advance cannot be considered for the adjustment of interest free medical advance hence Sri. Issac has to refund the balance amount of ₹ 8792/- (Rs.25,000/- minus Rs.16,208/- pertaining to the period after availing medical advance).</i></p> <p>(Ad.E)</p>



625.27 *	<p><b>Commencement of Yoga as a joint venture of the Department of Physical Education and Women's Studies Centre – Appointment of Yoga Instructor and Instructor cum Caretaker for the Health Club and fixing of remuneration and rate revision of University ground rent and modification in rules and regulations while renting.</b></p>
	<p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of commencement of Yoga classes as a joint venture of the Department of Physical Education and Women's Studies Centre and appointment of a Yoga Instructor and an Instructor cum Caretaker for the Health Club and fixing of remuneration and rate revision of University ground rent and modification in rules and regulations while renting.</p> <p><i>The Syndicate resolved to approve the following:-</i></p> <ol style="list-style-type: none"> <li>1) <i>To engage a Yoga Instructor with a remuneration @Rs. 1000/per hour (8 sessions with one hour duration per week) subject to a maximum of Rs. 32000/- per month. (Rs. 16,000/- from Women's Studies Centre and Rs. 16,000/- from the Swachh Bharat- Swasth Bharat Scheme)</i></li> <li>2) <i>The engagement of an Instructor cum Caretaker for the Health Club with a monthly remuneration of Rs. 20,000/- (from the Swachh Bharat- Swasth Bharat Scheme)</i></li> <li>3) <i>To collect Rs. 100/- per month per person from the student community and for other members Rs. 250/- per month per person for utilizing the facilities of the Health Club.</i></li> <li>4) <i>Rate revision of ground rent and modification in the rules and regulations while giving the University ground for rent.</i> <ol style="list-style-type: none"> <li>a) <i>Rate for using ground for half day (8.30am to 12.30pm) be fixed as Rs. 1500/-</i></li> <li>b) <i>To collect an additional amount of Rs. 1000/- as refundable deposit for using the Tennis Court.</i></li> </ol> </li> <li>5) <i>Not to allot the ground for stage shows.</i></li> <li>6) <i>Cleaning of the ground be done by the Department of Physical Education itself and the cleaning charges, if any, may be deducted from the refundable deposit collected from the users.</i></li> </ol> <p><b>(Appendix – 1)</b></p> <p>PL(UGC)</p>



625.28 *	<b>Reconstitution of the CAT Monitoring Committee – reg.</b>  The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of reconstitution of the CAT Monitoring Committee.
	<p><i>The Syndicate resolved to reconstitute the CAT Monitoring Committee with the following members:-</i></p> <ol style="list-style-type: none"> <li>1) Vice-Chancellor, Chairman</li> <li>2) Dr. K.A. Zakkariya, Member Syndicate</li> <li>3) Dr. A. Mujeeb, Member Syndicate</li> <li>4) Dr. V.S. Sebastian, Member Syndicate</li> <li>5) Dr. A. Mohamuda Beegam, Member Syndicate</li> <li>6) Dr. Joseph John, Member Syndicate</li> <li>7) Dr. M.R. Anantharaman, Member Syndicate</li> <li>8) Sri. Irfan Habeeb, Member Syndicate</li> <li>9) Prof. (Dr) G. Madhu, Principal, School of Engineering</li> <li>10) Director, IRAA, Convenor</li> <li>11) Controller of Examinations</li> <li>12) Immediate past Director, IRAA</li> </ol> <p>(IRAA)</p>
	<b>ADDITIONAL ITEMS</b>
625.29	<b>Implementation of the G.O. (P) No.335/2015/Fin dated 07.08.2015 in the University – Reporting to the Syndicate – reg.</b>  The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor in implementing the G.O. (P) No.335/2015/Fin. dated 07.08.2015 in the University.  <i>The Syndicate resolved to ratify the action taken by the Vice-Chancellor.</i>  (Ad.G)
625.30	<b>Enhancement of fellowship rate of UGC – JRF/SRF – Implemented in the University with effect from 01.12.2014 – Reporting of – reg.</b>  The Syndicate considered along with the recommendations of the Syndicate Sub Committee the action taken by the Vice-Chancellor regarding the enhancement of fellowship rate of UGC – JRF/SRF implemented in the University with effect from 01.12.2014.

	<p><i>The Syndicate noted the action taken by the Vice-Chancellor.</i></p> <p>(Ac.C)</p>
<p><b>625.31</b></p> <p><b>* Mini Type Quarters - Demolishing the Units - Reporting of - reg.</b></p>	<p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of demolishing the Mini Type Quarters which are beyond repair.</p> <p><i>The Syndicate resolved to authorize the Works Committee to conduct an onsite inspection regarding demolition of Mini Type Quarters.</i></p> <p><i>The Syndicate further resolved that regarding construction of compound wall along the boundary near the Mini Type Quarters, the report from Tahsildar has to be followed up for implementation of the minutes of the meeting held on 01.03.2007 at Ernakulam Collectorate in consultation with the Chairman, Kalamassery Municipality. Also decided to convene a meeting with the Chairman, Kalamassery Municipality and Sri. Basheer, Municipal Councillor in this regard.</i></p> <p>(UE)</p>
<p><b>625.32</b></p> <p><b>* Non deduction of tax at source from payments made to Syndicate members without paying into Government Account - reg.</b></p>	<p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of non deduction of tax at source from payments made to Syndicate members without paying into Government Account.</p> <p><i>The Syndicate resolved to deduct tax at source from payments made to Syndicate members with effect from April 2015.</i></p> <p>(Accts.II)</p>
<p><b>625.33</b></p> <p><b>* Annual Report of the University for the Year 2013-2014.</b></p>	<p><i>The Syndicate resolved to approve the Annual Report of the University for the year 2013-14.</i></p> <p>(DPR&amp;P)</p>

625.34 *	<b>Interest Free Medical Advance to Dr. Sheenu Thomas for treatment of Carcinoma Breast –reg.</b>
	<p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request from Dr. Sheenu Thomas, Assistant Professor, International School of Photonics (on deputation from CUCEK) for sanctioning Interest Free Medical Advance of ₹10,00,000/- (Rupees Ten Lakhs only) for the treatment of Carcinoma and allow her a period of one year to settle the amount.</p> <p><i>The Syndicate resolved to sanction an amount of ₹10,00,000/- (Rupees Ten Lakhs only) as interest free medical advance to Dr. Sheenu Thomas for the treatment of Carcinoma in the Medical Oncology Department of Amrita Institute of Medical Sciences and Research Centre, Kochi meeting the expenditure from the head of account '2-94-2-Q-4-301-Medical Reimbursement etc'.</i></p> <p><i>The Syndicate further resolved to release the first installment of ₹3,00,000/- (Rupees Three lakhs only) immediately and that the subsequent installments will be released in an interval of three months based on the recommendations of the concerned Doctor and to permit her a period of one year from the date of sanction to settle the amount. The utilization certificate duly signed by the Medical Officer be produced within three months from the date of drawal of each advance.</i></p> <p>(Ad.E)</p>
625.35 *	<b>K.M. Mani Centre for Budget Studies – Commencement of Academic Programmes Guidelines for recognition of University Centres as Research Centre of Cochin University of Science and Technology and starting of courses and Ph.D. Programmes – reg.</b>
	<p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee regarding the commencement of Academic Programmes Guidelines for recognition of University Centres as Research Centre of Cochin University of Science and Technology and starting of courses and Ph.D. Programmes in K.M. Mani Centre for Budget Studies.</p> <p><i>The Syndicate resolved to start P G Diploma course in K M Mani Centre for Budget Studies and to entrust the Honorary Director of the Centre to prepare a detailed scheme, syllabus, fees structure, etc. for the course which will be under the Faculty of Social Sciences (Board of Studies in Applied Economics).</i></p>

	<p><i>The Syndicate further resolved to entrust the construction of building for the Centre with CPWD/BSNL and authorized the Vice-Chancellor to nominate an Executive Director for the Centre in consultation with the Honorary Director, KMMCBS.</i></p> <p>(Ac.B)</p>
<b>625.36</b>	<p><b>Provisional Registration to VII Semester November 2014 Examination – Correction in the attendance percentage after conclusion of Examination – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of provisionally permitting five students of CE Branch, School of Engineering to write VII Semester November 2014 Examination and releasing their results in the light of correction in the attendance percentage after conclusion of Examination.</p> <p><i>The Syndicate resolved to release the results of all the five students and to authorize the Standing Committee of the Syndicate on Examination Matters to study and submit a report on the matter of “stepping up the attendance percentage” after the conclusion of the examination.</i></p> <p>(Exam)</p>
<b>625.37</b> *	<p><b>Interior furnishing works of the Finance Wing (Cash, Audit &amp; Finance) in Administrative building – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the proposal for providing interior furnishing works of the Finance Wing (Cash, Audit, Accounts &amp; Finance) in the Administrative Building of the University.</p> <p><i>The Syndicate resolved to approve the proposal for providing interior furnishing works of the Finance Wing (Cash, Audit, Accounts &amp; Finance) at a total cost of ₹34,63,065/- (Rupees Thirty four lakhs sixty three thousand and sixty five only) including VAT meeting the expenditure from the head of account ‘1-97-0-T-4-999’ minor works provided in the budget of the University. The Syndicate further resolved to entrust the above work with M/s. SIDCO, SIDCO Sales Emporium, Ernakulam, GCDA Complex, OS 27 Third Floor, Kochi – 682031.</i></p> <p>(UE)</p>
<b>625.38</b> *	<p><b>Request for appointment as Driver-cum-Attender on contract basis from the Rank list dated 20.10.2014 which will expire on 19.10.2015 – reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request from Sri. Anaz P.H., for appointment as Driver-cum-Attender on contract basis from the Rank list dated 20.10.2014 which will expire on 19.10.2015.</p>



	<p><i>The Syndicate resolved to extend the rank list published on 20.10.2014 for appointment to the post of Driver-cum-Attender (HV/LV) on contract for a further period of one more year with effect from the date of expiry ie., 19.10.2015. The Syndicate further resolved to fix the validity of all rank lists for contract appointment, as two years as in the case of regular appointment.</i></p> <p>(Ad.G)</p>
625.39 *	<p><b>Appointment of University Engineer on contract basis in Engineering Department - Fixation of consolidated pay - Clarification sought for - reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of appointment of University Engineer on contract basis in Engineering Department and fixation of consolidated pay.</p> <p><i>The Syndicate resolved that the nature of appointment of Smt. Sathi P., as University Engineer be treated as on contract basis and further resolved to ratify the action taken by the Vice-Chancellor in fixing the rate of remuneration to Smt. Sathi P. as ₹65,000/- per month.</i></p> <p>(Ad.G)</p>
625.40 *	<p><b>Urgent maintenance to School of Management Studies in connection with NAAC visit at Thrikkakara campus - Estimate consideration - reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of urgent maintenance to School of Management Studies building in connection with NAAC visit at an estimate amounting to ₹17,55,000/-.</p> <p><i>The Syndicate resolved to approve and sanction the estimate amounting to ₹17,55,000/- (Rupees Seventeen lakhs and fifty five thousand only) for the urgent maintenance work in the School of Management Studies Building in connection with NAAC visit meeting the expenditure from the head of account "1-97-0-T-1-036" provided in the budget of the University. Further resolved to complete the tiling work of the verandah and rooms in the building.</i></p> <p>(UE)</p>
625.41	<p><b>Providing furniture to Seminar Complex - Estimate consideration of - reg.</b></p> <p>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the matter of providing furniture in the Seminar Complex building.</p>

	<p><i>The Syndicate observed that the proposal for providing furniture in the Seminar Complex building was obtained from only a single firm with a huge estimate and hence resolved that proposal be invited from other Government / Quasi-Government firms for obtaining a more reasonable estimate.</i></p>
	<p>(UE)</p>
<p><b>625.42</b> *</p>	<p><b>Enhancement of remuneration - Request from Driver-cum-Attenders on contract basis - reg.</b></p> <p><i>The Syndicate considered along with the recommendations of the Syndicate Sub Committee the request from Driver-cum-Attenders on contract basis for enhancement of remuneration.</i></p> <p><i>The Syndicate resolved to modify the consolidated pay of Driver-cum-Attender and Security Guards on contract basis as given below:-</i></p> <ol style="list-style-type: none"> <li><i>1) The rate of remuneration of all Driver-cum-Attenders on contract basis (both HV/LV) is enhanced to ₹14,000/- per month considering the scale of pay of HD Driver (₹11,620-20240).</i></li> <li><i>2) The rate of remuneration of Security Guards engaged on contract basis through Zilla Zainik Welfare Board is to be revised as ₹14,000/- per month, while extending their contract on expiry of the present term.</i></li> </ol> <p><i>Further resolved that the Driver-cum-Attenders accompanying Statutory Officers and personal Security Guard of the Vice-Chancellor for outstation duty are eligible for outstation allowance at the rate followed in the Examination Section for similar duty.</i></p> <p>(Ad.)</p>
<p><b>625.43</b></p>	<p><b>The issues related with Dr. Joseph M.J., former Scientist, Inter University Centre for Nano Materials and Devices - reg.</b></p> <p><i>The Syndicate resolved to defer the matter to the Sub-Committee of the Syndicate for a detailed study.</i></p> <p>PL(UGC)</p>
<p><b>625.44</b> *</p>	<p><b>Dr. Josephkutty Jacob, Associate Professor, Cochin University College of Engineering Kuttanad - Suspension - Regularization of service - reg.</b></p> <p><i>The Syndicate considered the matter of regularizing the period of suspension of Dr. Josephkutty Jacob, Associate Professor, CUCEK.</i></p>

	<p><i>The Syndicate resolved to complete the enquiry into the allegations raised against Dr. Josephkuttty Jacob before taking a decision on the matter of regularizing the period of his suspension. The Syndicate further resolved to reconstitute the enquiry committee with Dr. V S Sebastian as Convener and Dr. N Mohanan as member.</i></p>
	<p>(Ad.F)</p>
625.45 *	<p><b>Adjunct Faculty Scheme – Remuneration payable – Clarification – Consideration of – reg.</b></p> <p><i>The Syndicate resolved that the nature of appointment of Adjunct Faculty will be treated as on contract basis and further resolved to fix the rate of remuneration as ₹40,000/- per month.</i></p> <p>(Ad.D)</p>
625.46	<p><b>Sanctioning of University Fellowship to UGC-NET/GATE qualified Research Scholars who have not cleared Departmental Admission Test (DAT) – reg.</b></p> <p><i>The Syndicate resolved to defer the matter to the Sub-Committee for detailed study.</i></p> <p>(Ac.B)</p>
625.47 *	<p><b>AICTE Scheme, 2006 – Placement under CAS – Associate Professor to Professor – Dr. A. Mujeeb, Associate Professor, division of Applied Sciences and Humanities, CUCEK – Recommendation of the Selection Committee – Consideration of – reg.</b></p> <p><i>The Syndicate considered the request of Dr. A Mujeeb, Associate Professor, Division of Applied Sciences &amp; Humanities, CUCEK along with the recommendations of the Selection Committee for promotion to the post of Professor under the Career Advance Scheme of AICTE Scheme 2006.</i></p> <p><i>The Syndicate recommended to place the matter before the Academic Council for institution of a post of Professor in the Cochin University College of Engineering Kuttanad (CUCEK) by upgrading the post of Associate Professor presently held by Dr. A Mujeeb.</i></p> <p><i>The Syndicate further resolved to promote Dr. A Mujeeb., Associate Professor, Division of Applied Sciences &amp; Humanities, CUCEK to Professor on a scale of pay of ₹37400-₹67000 with AGP of ₹10000/- with effect from 28.11.2010 under the Career Advancement Scheme of AICTE Scheme 2006.</i></p> <p>(Ad.F)</p>

625.48 *	<p><b>Dr. K. Ajitha, Associate Professor, Department of Hindi – Promotion as Professor under the Career Advancement Scheme of UGC Regulations 2010 – Consideration of – reg.</b></p> <p>The Syndicate considered the request of Dr. K Ajitha, Associate Professor, Department of Hindi along with the recommendations of the Selection Committee for promotion to the post of Professor under the Career Advance Scheme of UGC Regulations 2010.</p> <p><i>The Syndicate recommended to place the matter before the Academic Council for institution of a post of Professor in the Department of Hindi by upgrading the post of Associate Professor presently held by Dr. K Ajitha.</i></p> <p><i>The Syndicate further resolved to promote Dr. K Ajitha, Associate Professor, Department of Hindi to Professor on a scale of pay of ₹37400-₹67000 with AGP of ₹10000/- with effect from 01.02.2010 under the Career Advancement Scheme of UGC Regulation, 2010.</i></p> <p>(Ad.D)</p>															
625.49 *	<p><b>Academic Admissions 2016 – reg.</b></p> <p><i>The Syndicate resolved to entrust the task of development and maintenance of the complete software for the academic admissions of the University for the year 2016 to M/s National Informatics Centre (NIC) at a total cost of ₹14.20/- lakhs and to pay the total cost as advance.</i></p> <p>(IRAA)</p>															
	<p style="text-align: center;"><b>ITEMS OUTSIDE AGENDA</b></p>															
1. *	<p><b>Regular faculty appointment – Rank list approval – reg:</b></p> <p><i>The Syndicate considered the recommendations of the selection committees constituted for regular faculty appointment in the Department of Hindi and in the Department of Computer Science and resolved to approve the following rank lists for appointment.</i></p> <table><tr><th>Sl.No.</th><th>Department</th><th>Specialisation</th><th>Post</th><th>Category</th></tr><tr><td>1</td><td>Computer Science</td><td>Computer Hardware/ Software/ Computer Engineering/ Software Engineering (Sl.No.6)</td><td>Assistant Professor</td><td>Muslim</td></tr><tr><td>2</td><td>Computer Science</td><td>Computer Engineering/ Software Engineering (Sl.No.7)</td><td>Assistant Professor</td><td>Open</td></tr></table>	Sl.No.	Department	Specialisation	Post	Category	1	Computer Science	Computer Hardware/ Software/ Computer Engineering/ Software Engineering (Sl.No.6)	Assistant Professor	Muslim	2	Computer Science	Computer Engineering/ Software Engineering (Sl.No.7)	Assistant Professor	Open
Sl.No.	Department	Specialisation	Post	Category												
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		3	Hindi	Hindi (Sl.No.5)	Assistant Professor	Other Backward Community (OBC)
		4	Hindi	Hindi (Sl.No.6)	Assistant Professor	Open
		5	Hindi	Hindi (Sl.No.15)	Assistant Professor	Scheduled Tribe (ST)
	<p><i>The Syndicate further resolved to expedite the appointment process and to send memo for appointment to candidates by email also.</i></p>					
2. *	<p><b>Remuneration for Experts attending Interview Board –reg:</b></p> <p><i>The Syndicate resolved to fix ₹4000/- as remuneration per day for external experts invited for the interview of permanent faculty recruitment.</i></p>					
3. *	<p><b>Convening of Syndicate meeting –reg:</b></p> <p><i>The Syndicate resolved to convene the Meetings of the Syndicate on the 3<sup>rd</sup> Saturday of every month or on the next working day if it is a public holiday.</i></p>					
4. *	<p><b>University Placement Cell – reg:</b></p> <p><i>The Syndicate resolved to upgrade the Placement Cell functioning under School of Engineering as University Placement Cell by including all the other departments in the University. The Syndicate further resolved that the Youth Welfare Director has to extend all the necessary support in the functioning of the University Placement Cell.</i></p>					
5. *	<p><b>Purchase of plagiarism software – reg:</b></p> <p><i>The Syndicate decided to purchase “iThenticate” Plagiarism Software and to install the same in the University Central Library. Also resolved that henceforth Research Scholars has to attach a certificate from the University Librarian regarding the authenticity of the Thesis before submitting the same from the next academic year onwards.</i></p>					

<p>6. *</p>	<p><b>Revision of Panels of Experts for nomination to the Selection Committées for the recruitment of Faculty/CAS Promotion of teachers in the disciplines of Computer Science and Hindi - reg.</b></p> <p><i>The Syndicate resolved to ratify the action taken by the Vice-Chancellor in revising the panel of experts for constituting the selection committee for the Recruitment/CAS assessment of faculty in the disciplines of Computer Science and Hindi.</i></p>
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**REGISTRAR**

# COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

Cochin University P.O.  
Kochi-22

## GENERAL RULES AND REGULATIONS

1. The University Ground and its facilities can be used only with the prior permission from the Registrar.
2. The facilities of the University ground are primarily allocated for University on Working days.
3. Saturday/Sunday/Holiday usage requires special sanction from the Registrar.
4. Restricted access to the General Public for Jogging & Walking only, with the permission of the Registrar.

Time (Morning: 6 to 8.30; Evening: 4.30 to 6.30)

5. During the morning and evening hours of access, the ground is not to be used as a park, or for meetings.
6. The entry to the Ground will be through the gate only.
7. Nothing can be stuck on the walls or surfaces using gum, sticking materials or nails.
8. The permission letter/ receipt shall be produced at the gate before entry, on demand.
9. Vehicles are strictly prohibited from entering the Ground & Track.
10. Please DO NOT LITTER in and around the campus. Keep the campus clean.
11. No damage should be caused to any property, furniture, walls or vegetation.
12. No waste should be produced.
13. No waste shall be disposed off on the Ground.
14. Plastic/plastic disposables, carry bags are banned in the Ground.
15. Alcohol consumption & smoking are prohibited.
16. The Security reserves the right to restrict entry for or to expel any person from the premises whose behavior and conduct are objectionable.
17. The University will not be responsible for any loss/damage of valuables or belongings and no claim of any kind will be entertained against them, including accidents.
18. Any damage will have to be fully compensated as prescribed by the University administration.
19. The time agreed upon shall be strictly adhered to; or else extra Rs. 500/- shall be charged for every additional hour or part thereof.
20. The security amount shall be refunded only after the administration has satisfied itself of the fulfillment of the above conditions.

**COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
**Kochi-22**

PARTICULARS	RATE/DAY (Rs.) Full Day ( 8.30am-4.30pm)
<b><u>Tournaments /Athletics</u></b>	
o Ground [Tournaments]	: 3,150.00/-
o Half Day [8.30am-12.30pm]	: 1575.00/-
o Cricket nets	: 500.00/- for 4 hours + 200.00/- per every extra hour or part there of
o Deposit *	: 1,000.00/-[Refundable]
o Basketball Court	: 500.00/-
o Volley Ball Court	: 500.00/-
o Tennis Court	:750.00/-
o Stage Shows Inside the ground	: 40,000.00/-
o Deposit for stage programme*	: 10,000.00/- [Refundable]
o Space for kitchen	: 5,000.00/-

**\*No separate cleaning charges will be collected from the users. But the concerned users are to strictly ensure that the premises are handed over in a cleaned manner. Other wise the deposit will not be refunded. The decision of the administration will be final in this regard..**

**The time agreed upon shall be strictly adhered to; or else extra Rs. 500/- shall be charged for every additional hour or part thereof.**