

# UNIVERSITY OF COCHIN

## MINUTES OF THE 113th MEETING OF THE SYNDICATE HELD ON 6-1-1979

(emendations incorporated)

Place of meeting : University Buildings  
Tripunithura

Time : 10.30 A. M.

### Members Present:-

- 1) Dr. M. V. Pylee  
Vice-Chancellor (in the Chair)
- 2) Dr. K. P. Balakrishnan
- 3) Prof. C. T. Benjamin
- 4) Shri. K. Govinda Pillai
- 5) Shri. A. K. Hameed
- 6) Shri. Jose T. Mookken
- 7) Shri. V. P. Marikkar
- 8) Shri. K. A. Mohammed
- 9) Shri. V. Narayanan Nayar
- 10) Dr. N. Parameswaran Nair
- 11) Dr. K. Sathianandan
- 12) Prof. T. R. Subbayan
- 13) Dr. S. Vasudev.

ITEM No. 113.01. CONFIRMATION OF THE MINUTES  
OF THE MEETING OF THE SYNDICATE HELD ON  
2nd DECEMBER, 1978 AND 22nd DECEMBER, 1978.

Resolved that the minutes of the meetings of the Syndi-  
cate held on 2-12-1978 and 22-12-1978 be confirmed subject to  
the following emendations.

MINUTES OF THE 111th MEETING OF THE SYNDI-  
CATE HELD ON 2-12-1978.

The words "and scrutinised by the Dean, Faculty of  
Marine Sciences" in Item No. 111.11 be deleted.

**MINUTES OF THE 112th MEETING OF THE SYNDICATE HELD ON 22-12-1978.**

The words "from Dr. N. Parameswaran Nair, Director, School of Management Studies" in Item No. 112.01 (d) be deleted.

**ITEM No. 113.02. REPORT OF THE VICE-CHANCELLOR ON IMPORTANT DEVELOPMENTS IN THE UNIVERSITY SINCE LAST MEETING.**

The Vice-Chancellor reported that:-

1) The Govt. of Kerala has taken the decision approving the proposal to shift the University's headquarters from the Hill Palace to Trikkakara. Hence the Sub Committee of the Syndicate already set up to negotiate with the Government on the matter might renew its efforts in the light of the new decision of the Government and finalise the terms of the transfer of the Hill Palace to the Government.

2) M/s. Sukumaran & Associates and M/s. Subramanian & Karthikeyan Associates have been asked to submit architectural drawings for the proposed administrative block of the University from which the most suitable one could be chosen for implementation.

3) He had discussions with a visiting team from the State Planning Board on the University's development proposals during the VI Plan Period. Detailed proposals involving an outlay of Rs. 160 lakhs during 1978-79 were presented to the team. The University might hopefully expect from the State's annual plan allotment a sum of Rs. 100 lakhs.

4) A number of part-time courses in Technology were being planned under the School of Continuing Education and the University should earnestly search for a suitable rented building in the city for running these courses.

As the matter was urgent, the Syndicate authorised Dr. N. Parameswaran Nair, Member, Syndicate, to explore the

possibility of finding a building in the city at a convenient location.

5) Demands for additional physical facilities, office and allied staff were coming from various university departments and these required to be carefully examined.

Having considered the nature of the demands, the Syndicate resolved to appoint a Sub Committee consisting of M/s. K. Govinda Pillai, Jose T. Mookan, C. T. Benjamin, A. K. Hameed and the Registrar, to visit the Departments / Offices with a view to examining their existing facilities and assessing their requirements in the above regard.

6) The task forces set up to prepare detailed project reports on the strengthening of the existing departments of the University and on the establishment of new Schools during the VI Plan period had made some progress and their work needed assessment. It was important to have the project reports ready by the end of January at the latest.

The Syndicate resolved to convene a meeting of the conveners of the various task forces at 10.30 a. m. on January 15, 1979 so that the progress made by each task force could be noted.

7) The NCC camp held at the Hill Palace during the last week of December 1978, was attended by about 450 cadets and 20 officers. The camp turned out to be advantageous to the campers and the University. The campers helped to clear much of the jungle which had overgrown in the Hill Palace.

8) All the five students of the Marine Geology Course of our University who had appeared for the Geologists Examination conducted by the Union Public Service Commission have been successful in the written examination. By achieving 100 per cent success they have brought credit to the University. The sixth candidate who did not appear for the Geologist examination joined the Jawaharlal Nehru University, as a research scholar for Ph. D. Degree.

**ITEM No. 113.03. AWARD OF MERIT SCHOLARSHIP TO THE STUDENTS ADMITTED TO B. Sc. (Engg.) COURSE OF ENGG. COLLEGE, TRICHUR.**

The Syndicate considered the proposal for awarding six merit Scholarships to the B. Sc. Engg. students of the Engineering College, Trichur, along with the recommendation of the Standing Committee on Academic Matters.

Resolved that, in view of the retransfer of the College to Government, the scholarships be not awarded by the Cochin University.

(Ac.)

**ITEM No. 113.04 LEAVE RULES FOR UNIVERSITY JUNIOR RESEARCH FELLOWS—INCORPORATION OF TIME LIMIT.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for incorporating in Clause 28 of the Leave Rules for University Junior Research Fellows the maximum period of leave that can be granted by the Vice-Chancellor, along with the recommendation of the Standing Committee on Academic matters.

Resolved that the action taken by the Vice-Chancellor be ratified.

Resolved further that Clause 28 be deemed to have come into force from January 1978 onwards.

(Ac.)

**ITEM No. 113.05. Ph. D. REGISTRATION OF SHRI. K. S. NEELAKANDAN NAMBOODIRIPAD. MODIFICATION OF TITLE—REQUEST FOR.**

The Syndicate considered the request of Shri. K. S. Neelakandan Namboodiripad for changing the title of his topic of research along with the recommendation of the Standing Committee on Academic matters.

Resolved that the candidate be directed to apply for part-time registration on the new topic.

(Ac.)

**ITEM No. 113.06. Ph.D. QUALIFYING EXAMINATION—APPROVAL OF SYLLABUS—REPORTING OF.**

The Syndicate considered the action taken by the Vice-Chancellor in having approved the syllabus for the Ph. D. qualifying examinations in respect of Thomas P. Thomas forwarded by Dr. George Philip, Supervising Guide of the Student, along with the recommendations of the Standing Committee on Academic Matters.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

**ITEM No. 113.07. DEPT. OF MARINE SCIENCES—TRANSFER OF Ph. D. REGISTRATION IN RESPECT OF SHRI. THOMAS P. THOMAS—FROM KERALA UNIVERSITY TO COCHIN UNIVERSITY.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for the transfer of Ph. D. Registration in respect of Thomas P. Thomas from Kerala University to Cochin University along with the recommendation of the Standing Committee on Academic matters.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

**ITEM No. 113.08. FIXING OF NUMBER OF SEATS FOR ADMISSION TO DIPLOMA COURSES IN FRENCH, GERMAN AND RUSSIAN.**

The Syndicate considered the proposal for fixing the no. of seats for the Diploma courses in French, German & Russian along with the recommendation of the Standing Committee on Academic matters.

Resolved that the No. of seats for the Diploma Courses in French, German & Russian be fixed as 25 each.

(Ac.)

**ITEM No. 113.09. DEPARTMENT OF MARINE SCIENCES — ARRANGEMENT OF GUEST LECTURERS — RATIFICATION OF.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for engaging the following persons as Guest Lecturers for taking classes in Electronics for the M. Sc. Oceanography and M. Sc. Meteorology I Semester students on the usual terms and conditions.

1. Prof. M. N. Namboodiripad,  
St. Albert's College, Ernakulam 20 lectures
2. Mr. K. Kumar  
Senior Scientific Officer,  
NPOL, Cochin-4 6 lectures
3. Mr. V. Chandar  
Senior Scientific Officer,  
NPOL, Cochin-4 6 lectures
4. Mr. M. K. S. Pillai,  
Senior Scientific Officer,  
NPOL, Cochin-4 6 lectures
5. Mr. Mohan Shenoi, V.  
Senior Scientific Officer II  
NPOL, Cochin-4 6 lectures

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

**ITEM No. 113.10. DEPARTMENT OF INDUSTRIAL FISHERIES ARRANGEMENT OF GUEST LECTURERS— REVISED ORDERS ISSUED.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for engaging Shri. T. S. Gopalakrishna Iyer, CIFT as Guest Lecturer for taking 6 practical and 2 lecture classes for the M. Sc. students in Industrial Fisheries along with the recommendation of the Standing Committee on Academic Matters.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

**ITEM No. 113.11. GUEST LECTURERS FOR B. I. L. (CONVERSION COURSE) 2nd TERM REQUEST FOR SANCTION.**

The Syndicate considered the proposal of the Head of the Department of Law for engaging Guest Lecturers for the 2nd term of the BIL (Conversion) course along with the recommendation of the standing Committee on Academic matters.

Resolved that the following persons be engaged as guest lecturers for delivering lectures on the Subject noted against each.

Sl. No.	Name & Address of Guest Lecturer	Subject	No. of Lectures
1.	Alex P. Lukose, Lecturer, School of Management Studies, Cochin-22.	Industrial Psychology	25
2.	Mathew Manimala, Lecturer, School of Management Studies, Cochin-22.	Personnel Management	30

Sl. No.	Name & Address of Guest Lecturer	Subject	No. of Lectures
3.	Shri. C. M. George, Reader, School of Management Studies, Cochin-22.	Industrial Relations	25
4.	Mrs. Mariamma Varghese, Education Officer, Works Education Centre, Kalamassery.	Domestic Inquiry	25
5.	Raju P. Mammen Education Officer Workers Education Centre, Kalamassery.		
6.	P. B. Khalid, Education Officer, Workers Education Centre, Kalamassery.		

(Ac.)

#### ITEM No. 113.12. DEPARTMENT OF APPLIED CHEMISTRY—APPOINTMENT OF GUEST LECTURERS.

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction permitting the Head of the Department of Applied Chemistry to engage Dr. Joseph Xavier, Senior Research Officer, Research & Development Department, FEDO / FACT and Shri. K. S. Thomas, Research Division, FEDO, FACT Ltd; as Guest Lecturers to deliver 8 lectures each for the M. Sc. IInd Semester Students on the usual terms and conditions.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

#### ITEM No. 113.13. RECOGNITION OF THE POST-GRADUATE DIPLOMA IN MANAGEMENT CONDUCTED BY THE INDIAN INSTITUTE OF MANAGEMENT AS EQUIVALENT TO THE M. B. A. OF OUR UNIVERSITY ON RECIPROCAL BASIS—REG.

The Syndicate considered the request of the Secretary, Indian Institute of Management, Ahmedabad for recognition of their Post-Graduate Diploma in Management as equivalent to the M. B. A. degree of this University on reciprocal basis, along with the recommendation of the Standing Committee on Academic Matters.

Resolved that the Post-Graduate Diploma in Management of the Indian Institute of Management, Ahmedabad, be recognised as equivalent to the M. B. A. degree of our University.

(Ac.)

#### ITEM No. 113.14. STUDY OF THE PLACEMENT FACILITIES FOR THE M. Sc. STUDENTS IN INDUSTRIAL FISHERIES—REG.

The Syndicate considered the resolution of the Faculty of Marine Sciences at its meeting held on 28-6-1978 to make a study of the placement facilities for the M. Sc. Students in Industrial Fisheries so as to enable the Department to regulate the intake of students, along with the recommendation of the Standing Committee on Academic Matters.

Resolved that the matter be referred to the concerned Faculty.

(Ac.)

#### ITEM No. 113.15. DEPARTMENT OF MARINE SCIENCES — RESEARCH SCHEME BY DR. GEORGE PHILIP—IMPLEMENTATION OF THE SCHEME—RATIFICATION—REG.

The Syndicate considered the action taken by the Vice-Chancellor in having accorded sanction for the implementation

of the Project "Studies on the Chemical modification of rabbit muscle glycogen phosphorylase" under the supervision of Dr. George Philip, Reader, Dept. of Marine Sciences, under this University, along with the recommendation of the Standing Committee on Academic matters.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

**ITEM No. 113.16 DEPARTMENT OF MARINE SCIENCES  
—APPOINTMENT OF DR. P. K. RAJENDRAN NAIR AS  
GUEST LECTURER.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction to the Head of the Dept. of Marine Sciences for engaging Dr. P. K. Rajendran Nair, Reader of Geology, University of Kerala for delivering 30 hours of lectures in Structural Geology for the M. Sc. Marine Geology 1st Semester Students, along with the recommendation of the Standing Committee on Academic matters.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

**ITEM No. 113.17. BOARD OF STUDIES IN APPLIED  
ECONOMICS RECONSTITUTION—REG.**

The Syndicate considered the proposal for reconstituting the Board of Studies in Applied Economics along with the recommendation of the Standing Committee on Academic matters.

Resolved that the Board of Studies in Applied Economics be reconstituted with the following members.

1. Dr. K. N. Raj  
Centre for Development Studies,  
Trivandrum-11.
2. Prof. M. A. Oommen,  
John Mathai Centre for Economics,  
Laloor P. O., Aranattukara, Trichur.
3. Prof. E. T. Mathew,  
Head of the Dept. of Economics,  
University of Kerala, Trivandrum.
4. Prof. K. K. George,  
Director, National Institute of Rural Development,  
Rajendra Nagar, Hyderabad.4.
5. Prof. Krishnaji,  
Centre for Development Studies,  
Trivandrum-11.
6. Prof. K. S. Lakshmana Panicker,  
Retd. Professor of Economics,  
Bhakthivilasom Road, Vazhuthacaud, Trivandrum.
7. Prof. N. Parameswaran Nair,  
Director, School of Management Studies,  
Cochin-22.
8. Dr. K. C. Sankaranarayanan,  
School of Management Studies,  
Cochin-22.
9. Prof. K. A. Mohammed,  
Dept. of Economics,  
Maharaja's College, Ernakulam.
10. Shri. K. Aravindakshan,  
Dept. of economics,  
Maharaja's College, Ernakulam.
11. Dr. M. V. Kurien,  
Professor of Economics,  
Union Christian College, Alwaye.

(Ac.)

**ITEM No. 113.18. AMENDMENT TO REGULATIONS FOR LL. M. COURSE — FIXING OF DATE OF EFFECT.**

The Syndicate considered the question of giving date of effect to the amendments made in the Regulations for LL. M. Course under Scheme of Examinations, along with the recommendations of the Standing Committee on Academic Matters.

Resolved that the date of effect of the amendment be 1-7-1978, the date on which the Syndicate decided to approve the amendments.

(Ac.)

**ITEM No. 113.19. REGISTRATION TO Ph. D. RESEARCH — OPPORTUNITY TO OPT FOR THE NEW REGULATION REG.**

The Syndicate considered the proposal for amending the Regulations regarding admission to Research Degrees in this University, along with the recommendation of the Standing Committee on Academic Matters.

Resolved that the following clause be added to the Regulations Regarding Admission to Research Degrees at the appropriate place and the amendment be placed before the Academic Council.

“Students registered under the old regulations may be allowed to opt for registration under the new Regulations with credit given for their earlier period of registration. However, in the case of such students they shall be permitted to submit their dissertation normally only after completing one year of registration under the new Regulations”.

(Ac.)

**ITEM No. 113.20. B. TECH COURSE IN POLYMER SCIENCE AND RUBBER TECHNOLOGY—CONDUCT OF THE 3rd SEMESTER AT THE RUBBER RESEARCH INSTITUTE OF INDIA, KOTTAYAM.**

The Syndicate considered the proposal for the arrangements to be made for the conduct of the 3rd Semester of the B. Tech Course in Polymer Science and Rubber Technology at the RRII, along with the recommendation of the Standing Committee on Academic Matters.

Resolved that Shri. V. K. Bhaskaran Nair, Director, RRII, be appointed as the Co-ordinator of the course.

Resolved further that the following members of staff in the RRII be paid allowance @ 20% of their basic pay for taking classes rendering assistance for the course.

1. Shri. V. K. Bhaskaran Nair, Director, RRII, (Co-ordinator for the Course)
2. Shri E. V. Thomas, Deputy Director (Chemistry and Rubber Technology Division)
3. Shri. N. M. Mathew, Asst. Rubber Chemistry.
4. Shri. Baby Kuriakose, Research Assistant.
5. Smt. C. K. Premalatha, Laboratory Asst.
6. Shri. P. P. John, Stenographer Grade I
7. Shri. K. C. Eapen Tharakan. Lab. Attender.
8. Shri. T. V. Skaria, Lab. Attender.

(Ac.)

**ITEM No. 113.21. DIPLOMA COURSE IN TRANSLATION, ADMINISTRATIVE DRAFTING AND REPORTING IN HINDI — PAYMENT OF HONORARIUM TO THE DIRECTOR AND OFFICE STAFF — REQUEST FOR.**

The Syndicate considered the proposal for sanctioning allowance to the Director and Office Staff for the conduct of

the Diploma Course in Translation, Administrative Drafting and Reporting in Hindi in the Department of Hindi, along with the recommendation of the Standing Committee on Academic Matters.

Resolved that the Diploma Course in Translation, Administrative Drafting and Reporting in Hindi be treated as an evening course and that its Director (Head of the Department of Hindi) be granted an allowance of Rs. 100/- p. m. for the academic year 1977-78 and 1978-79.

Resolved further that a clerical allowance of Rs. 100/- p. m. be paid to the non-teaching staff who have attended to the work in connection with the conduct of the course for the years 1977-78 and 1978-79.

(Ac.)

**ITEM No. 113.22. SPECIAL PURPOSE FELLOWSHIP TO DR. VARKEY JOHN—SUBMISSION OF FINAL REPORT OF RESEARCH WORK AND EVALUATION REPORTS.**

The Syndicate considered the Final Report of Research work done by Dr. Varkey John under the Special Purpose Fellowship and the evaluation report of the committee constituted for the purpose, along with the recommendation of the Standing Committee on Academic Matters.

The Syndicate noted the evaluation report.

Resolved that the Final Report submitted by Dr. Varkey John be forwarded to the Head of the Department of Marine Sciences for publication in the Departmental Bulletin.

(Ac.)

**ITEM No. 113.23. Ph. D. RESEARCH REGISTRATION IN MALAYALAM.**

Resolved that the item be deferred for further consideration.

(Ac.)

**ITEM No. 113.24. SALES OF DEPARTMENTAL PUBLICATIONS OF THE HINDI DEPARTMENT — OFFERING OF COMMISSION TO BOOK SELLERS ETC—REG.**

The Syndicate considered the terms and conditions for the sales of the Departmental Publications along with the recommendation of the Standing Committee on Academic Matters and Finance, Works & Purchase.

Resolved that the Vice-Chancellor be authorised to take appropriate action in consultation with the Head of the Department of Hindi.

(Ac.)

**ITEM No. 113.25. INSTITUTION OF SHRI ANTONY JAMES MEMORIAL SCHOLARSHIP.**

The Syndicate considered the proposal for the institution of Shri Antony James memorial Scholarship and the approval of the rules framed for the award of the scholarship, along with the recommendation of the Standing Committee on Academic Matters.

Resolved that the Antony James Memorial Scholarship be instituted and the matter be placed before the Academic Council and the Senate.

Resolved further that the rules for the award of Scholarship be approved as in Annexure I.

(Ac.)

**ITEM No. 113.26. LEAVE TO DR. GEORGE PHILIP, READER, DEPARTMENT OF MARINE SCIENCES.**

The Syndicate considered the proposal for sanctioning leave to Dr. George Philip, Reader, Department of Marine Sciences for accepting the Alexander Von Humboldt Foundation Fellowship, along with the recommendation of the Standing Committees on Academic Matters, Finance, Works & Purchase and Staff and Establishment.



Resolved that Dr. George Philip, Reader, Department of Marine Sciences be granted Half Pay Leave for 40 days and Leave Without Allowance for the rest of the period required for taking up the Alexander Von Humboldt Foundation Fellowship.

(Ac.)

ITEM No. 113.27. REPAIRS TO THE UNIVERSITY TEMPO VAN KLF 5359.

The Syndicate considered the proposal for repairing the Tempo Van KLF 5359, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the Tempo Van be sold in public auction after the necessary survey is carried out.

(Ad.)

ITEM No. 113.28. CONSTRUCTION OF TYPE I & TYPE II STAFF QUARTERS AND CIS LAB. — USE OF SAND-LIME BRICKS — SANCTIONED BY THE VICE-CHANCELLOR.

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for the use of sand-lime bricks for the construction of Type I & Type II Staff Quarters and CIS Laboratory.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ad.)

ITEM No. 113.29. FIXATION OF STANDARD RENT IN RESPECT OF THE MINI TYPE QUARTERS—SANCTIONED BY THE VICE-CHANCELLOR—RATIFICATION OF.

The Syndicate noted the action taken by the Vice-Chancellor in having fixed the standard rent for the Mini Type Quarters at Rs. 25/- p. m. along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ad.)

ITEM No. 113.30. CONDUCT OF B. TECH. COURSE IN NAVAL ARCHITECTURE AND SHIP BUILDING AT THE ENGINEERING COLLEGE, TRICHUR—REIMBURSEMENT OF EXPENDITURE TO GOVERNMENT.

The Syndicate considered the proposal for the reimbursement to the Government of expenditure amounting to Rs. 95,960.52 incurred for the conduct of B. Tech. Course in Naval Architecture and Ship Building, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that an amount of Rs. 95,960.52 be paid to Government towards reimbursement of the expenditure incurred for the conduct of B. Tech. Course in Naval Architecture and Ship Building at the Engineering College, Trichur.

(Ac.)

ITEM No. 113.31. MEDICAL REIMBURSEMENT — SANCTIONED BY THE VICE-CHANCELLOR—RATIFICATION OF.

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for the reimbursement of medical expenses amounting to Rs. 105/- incurred by Dr. Hans Gatzert, Visiting Professor, Department of Ship Technology, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ac.)

**ITEM. No. 113.32. MEDICAL REIMBURSEMENT IN RESPECT OF LATE DR. N. K. PANIKKAR — CONSIDERATION OF.**

The Syndicate considered the question of reimbursement of medical expenses incurred by the late Dr. N. K. Panikkar, to his son Shri K. M. Panikkar, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that an amount of Rs. 705.37 be paid to Shri K. M. Panikkar towards the reimbursement of medical expenses incurred by the late Dr. N. K. Panikkar on the basis of the succession certificate.

(Ad.)

**ITEM No. 113.33. BOOKS DAMAGED IN THE LIBRARY OF THE SCHOOL OF MANAGEMENT STUDIES DUE TO LEAKAGE IN THE TERRACE.**

The Syndicate considered the proposal for writing off books costing Rs. 9763/18 damaged in the Library of the School of Management Studies due to the leakage of the roof of the building, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the books costing Rs. 9763/18 in the School of Management Studies Library be written off.

(Ad.)

**ITEM, No. 113.34. QUESTION OF DAILY ALLOWANCE TO DRIVER FOR PERFORMING DUTIES ON HOLIDAYS.**

The Syndicate considered the proposal for granting Daily Allowance to the Driver of the University bus for performing duties on holidays along with the recommendation of the Standing Committee on Finance, Works & Purchase and Staff and Establishment.

Resolved that Daily Allowance be granted to the Driver for performing duties on holidays in lieu of Compensatory Off, from 1-11-1978, the date of transfer of the bus from the Engineering unit to University Office.

(Ad.)

**ITEM No. 113.35. CREATION OF POSTS OF PART-TIME SWEEPER-CUM-CLEANERS.**

The Syndicate considered the proposal for the creation of posts of P. T. Sweeper-cum-Cleaner for the Departments of Applied Chemistry and Physics along with the recommendation of the Standing Committees on Finance, Works & Purchase and Staff and Establishment.

Resolved that one post of Part-time Sweeper-cum-Cleaner each for the Departments of Applied Chemistry and Physics be created.

Resolved further that the quantum of work of the Part-time Sweeper-cum-Cleaner be 3 hours between 8 a.m. to 1 p.m.

(Ad.)

**ITEM No. 113.36. ADDITIONAL HOUSE CONSTRUCTION ADVANCE TO Smt. S. KANCHANAVALLEY DEVI**

The Syndicate considered the request of Smt. S. Kanchanavalley Devi for additional house construction advance, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the request be declined.

(Ad.)

**ITEM No. 113.37. REQUEST FOR GRANTING DUPLICATING ALLOWANCE.**

The Syndicate considered the request from Shri K. M. Noordeen, Peon for granting him duplicating allowance

@ Rs. 10/- p.m. along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the Committee constituted in Item No. 113.02(5) be requested to look into this matter.

(Ad.)

**ITEM No. 113.38. COMMISSIONING OF THE UNIVERSITY HEALTH CENTRE—PURCHASE OF FURNITURE, EQUIPMENT, MEDICINE ETC. — RATIFICATION.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for incurring an expenditure amounting to Rs. 10,900/- for urgent purchase of furniture, equipment, medicine etc. for the commissioning of the University Health Centre, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Pl.)

**ITEM No. 113.39. PURCHASE OF TEAKWOOD GLAZED ALMIRAHS FOR THE DEPARTMENT OF MARINE SCIENCES—SANCTIONED BY THE VICE-CHANCELLOR —RATIFICATION.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction for the purchase of 6 Nos. of teakwood glazed almirahs of size 7'4" x 1'6" x 8" with sliding doors from M/s. Kunnathunadu Chalakudy Sankethika Co-operative Society Ltd., No. 5548, at a total cost of Rs. 11,700/- for the Library of the Department of Marine Sciences.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ad.)

**ITEM No. 113.40. WORKS—RENOVATION OF SANITARY WORKS IN THE TOILET ROOMS IN HOSTEL No. I—ESTIMATE APPROVED AND ADVANCE SANCTIONED BY THE VICE-CHANCELLOR—RATIFICATION OF—**

The Syndicate noted the following action taken by the Vice-Chancellor, along with the recommendation of the Standing Committee on Finance, Works & Purchase :

i) to carry out the work of renovation of sanitary works in the toilet rooms in Hostel No. 1 departmentally at an estimate cost of Rs. 38,000/- and to pay an advance of Rs. 38,000/- to the University Engineer to undertake the work.

ii) to make payment to all classes of labourers at local rates for arranging the above work.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ad.)

**ITEM No. 113.41. WORKS — PLUMBING WORKS FOR THE APPLIED CHEMISTRY DEPARTMENT — TENDER ACCEPTED BY THE VICE-CHANCELLOR — RATIFICATION.**

The Syndicate noted the action taken by the Vice-Chancellor in having accepted the tender submitted by Shri T. M Abraham at 45% above the estimate rate and accorded sanction to entrust the plumbing works for the Applied Chemistry Department, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ad.)

**ITEM No. 113.42. REIMBURSEMENT OF MEDICAL EXPENSES.**

The Syndicate considered the proposal for sanctioning medical reimbursement to the employees, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the following officers be paid the amounts noted against each towards reimbursement of medical expenses incurred by each.

1. Shri M. P. S. Pillai Ship Draughtsman Dept. of Ship Technology	1. Rs. 124.25 2. Rs. 113.70
2. Dr. P. A. Shemim Aliyar Lecturer, Dept. of Hindi	Rs. 352.24
3. Dr. S. Lakshmanan Reader, Dept. of Marine Sciences	Rs. 273.45
4. Shri A. Sreekumar Lecturer, School of Management Studies	Rs. 1010.13
5. Smt. Thankamma John Section Officer, Uty. Office	Rs. 130.30
6. Smt. Kochuthresia Vithayathil Sr. Gr. Asst. University Office	Rs. 153.83
7. Shri M. P. Harindranathan Asst. Gr. I, Uty. Office	Rs. 121.52
8. Dr. N. E. Viswanatha Iyer Prof. & Head of the Dept. of Hindi.	Rs. 137.53
9. Smt. M. Vally Ammal U. D. Typist/Steno University Office	1. Rs. 317.92 2. Rs. 169.64
10. Shri K. P. Xavier Special Grade Peon University Office	Rs. 156.21
11. Shri N. A. Sayed Mohammed Special Grade Peon Dept. of Law	Rs. 134.75

Resolved further the cases relating to Shri K. J. Thomas and Shri C. C. John be deferred for further examination.

(Ad.)

# ITEM No. 113.43. WORKS—MAINTENANCE OF HOSTEL No. I AT THRIKKAKARA—ESTIMATE.

Resolved that the item be deferred for consideration at the next meeting.

(Ad.)

# ITEM No. 113.44. PROCEDURE FOR REIMBURSEMENT OF MEDICAL EXPENSES TO EMPLOYEES — CONSIDERATION—

The Syndicate considered the proposal for formulating a new procedure for reimbursement of medical expenses to employees.

Resolved that the following procedure be adopted:

a) The Head of the Department should receive the medical reimbursement vouchers and statement from the employees and sent the same to the University.

b) The concerned section in the University Office after scrutiny should pass the permissible items and the bill written and passed from a common head provided in the University Budget "Medical Reimbursement of University Employees" and cheque issued straight to the employee concerned, to be disbursed through the Head of the Department and a receipt for the amount to be obtained and sent to the University by the Head of the Department.

(Ad.)

# ITEM No. 113.45. UNIVERSITY BUS SERVICE — ENHANCING THE RATE OF BUS PASSES — REGARDING.

The Syndicate considered the proposal for enhancing the rates for the various categories of Bus passes, along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the rates for bus passes be doubled and the minimum charge be fixed at Rs. 5/-

(Ad.)

**ITEM No. 113.46. PURCHASE OF AIRCONDITIONERS AND IMPORT OF EQUIPMENTS—REQUEST FROM THE HEAD OF THE DEPARTMENT OF PHYSICS.**

The Syndicate considered the proposal for purchase of Airconditioners and import of equipments for the Department of Physics along with the recommendation of the Standing Committee on Finance, Works & Purchase.

Resolved that the following items be purchased / imported:

- a) 2 Nos. Air Conditioners (1.5 tonnes) from M/s. Voltas Ltd., Cochin-3 at a total cost of Rs. 19,432,00
- b) Box Can Avenger with accessories at \$ 14,000.
- c) 0.5 Meter czeruy Twiner spectrograph with accessories at \$ 10,546/-

Resolved further that the Head of the Department of Physics be permitted open a letter of credit to import the two items of equipment mentioned above as (b) and (c).

Resolved further that if sufficient funds are not available under the UGC allotment, the balance be met from the State Plan Grant.

(Pl.)

**ITEM No. 113.47. DRAWINGS FOR A NEW HOSTEL BUILDING AND SKETCH DESIGN FOR COMMON FACILITY CENTRE.**

The Syndicate considered the proposal for approving the Drawings for a new hostel building and Sketch design for Common Facility Centre.

Resolved that the Sketch design prepared by the Kerala State Construction Corporation be not approved and that the work relating to the preparation of a Sketch design for Common Facility Centre be entrusted with M/s. Lal Bahadur

Shastri Engineering Research & Consultancy Centre, Vazhuthacaud, Trivandrum-695 014, who have been included in the panel of architects for the University in Item 113.54. of the minutes.

(Ad.)

**ITEM No. 113.48. ADOPTION OF REVISED D. A. RATES FOR PART-TIME EMPLOYEES OF THE UNIVERSITY.**

The Syndicate considered the proposal for implementation of G. O. (P) No. 447/78/Fin. dated 5-5-1978, along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that G. O. (P) No. 447/78/Fin. dated 5-5-1978 be adopted in this University.

(Ad.)

**ITEM No. 113.49. GRANT OF LEAVE TO GOVT. EMPLOYEES WITH PERMISSION TO TAKE UP APPOINTMENT ELSEWHERE—TIME LIMIT TO AVAIL OF THE LEAVE SANCTIONED.**

The Syndicate considered the adoption of Government Circular No. 54973/Sd3/78/GAD dated 10th July, 1978 fixing a time limit for availing oneself of the leave sanctioned to take up appointment elsewhere, along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that Circular No. 54973/SD3/78/GAD dated 10th July, 1978 be adopted in the University.

(Ad.)

**ITEM No. 113.50. PRESCRIBING OF (1) QUALIFICATION AND (2) METHOD OF RECRUITMENT TO THE POST OF PLUMBER.**

The Syndicate considered the proposal for prescribing the qualification and method of recruitment to the post of plumber along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that the following qualifications be fixed:

a) *Educational Qualification*  
National Trade Certificate

b) the age and other details as in Government Service.

Resolved further that the Staff and Establishment Committee be requested to interview the candidates.

(Ad.)

ITEM No. 113.51. REQUEST FOR ADDITIONAL STAFF FROM THE HEAD OF THE DEPARTMENT OF ELECTRONICS—CONSIDERATION OF.

The Syndicate considered the request from the Head of the Department of Electronics for additional Staff, along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that the Committee constituted in Item No. 113.02(5) be requested to examine the proposal in consultation with Dr. C. P. Kuriakose, Special Officer, School of Technology, and the report be placed at the next meeting of the Syndicate.

(Ad.)

ITEM No. 113.52. CREATION OF A POST OF STORE-KEEPER IN THE DEPARTMENT OF SHIP TECHNOLOGY — CONSIDERATION.

The Syndicate considered the request of the Head of the Department of Ship Technology for the creation of a post of Storekeeper, along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that the Committee constituted in Item No. 113.02(5) be requested to examine the proposal in consultation

with Dr. C. P. Kuriakose, Special Officer, School of Technology, and the report be placed at the next meeting of the Syndicate.

(Ad.)

ITEM NO. 113.53. RERALA SERVICE RULES — ENHANCEMENT OF CASUAL LEAVE AND THE TOTAL PERIOD OF ABSENCE AT A STRETCH BY AVAILING OF CASUAL LEAVE WITH AUTHORISED HOLIDAYS — AMENDMENTS TO SUB-RULE (i), (ii) AND (iii) OF RULE 2, SECTION 1, APPENDIX VII PART I—G. O. (P) 648/78/FIN. DATED 24th AUGUST, 1978 CONSIDERATION OF—

The Syndicate considered the proposal for implementation of G. O. (P) 648/78/Fin. dated 24th August, 1978 enhancing the No. of Casual Leave and the total period of absence at a stretch by availing of Casual Leave with authorised holidays, along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that the G. O. (P) 648/78/Fin. dated 24th August be adopted in respect of the non-teaching Staff of the University and further that the amended provision in the G.O. relating to the total period of absence at a stretch, combining C. L. with authorised holidays, be made applicable to the teaching staff as well.

(Ad.)

ITEM NO. 113.54. PANEL OF ARCHITECTS—INCLUSION OF THE NAME OF M/S. SUBRAMANIAM KARTHIKEYAN & ASSOCIATES, TRIVANDRUM AND LAL BAHADUR SHASTRI ENGINEERING RESEARCH & CONSULTANCY CENTRE, VAZHUTHACAUD, TRIVANDRUM—695 014.

The Syndicate considered the proposal for inclusion of more architects in the panel of architects prepared by the University, along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that M/s. Subramaniam Kartbikeyan & Associates, Trivandrum, and M/s. Lal Bahadur Shastri Engineering Research & Consultancy Centre, Vazhuthacaud, Trivandrum-695 014, be included in the panel of Architects.

(Ad.)

**ITEM NO. 113.55. FILLING UP POSTS OF TECHNICIANS ON RS. 285-550 IN THE CENTRAL INSTRUMENTATION AND SERVICES LABORATORY.**

The Syndicate considered the proposal for prescribing qualifications and method of recruitment for the posts of Technicians in the CIS Laboratory along with the recommendations of the Standing Committee on Staff and Establishment.

Resolved that the posts be advertised with the qualifications, experience, age and scale of pay as in *Annexure II*.

Resolved further that the Staff and Establishment Committee be requested to interview the candidate.

(Ad.)

**ITEM NO. 113.56. REQUEST FOR EXTENSION OF DUTY LEAVE FROM SHRI ALEX. P. LUKOSE — CONSIDERATION OF.**

The Syndicate considered the request from Shri Alex P. Lukose for treating his absence from 1-6-1978 to 1-7-1978 while he was in USA as a member of the Group Study team on a Rotary International Fellowship, as duty, along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that the absence of Shri Alex P. Lukose from 1-6-1978 to 30-6-1978 be treated as vacation availed off by him and he be directed to apply for C. L. for 1-7-1978.

(Ad.)

**ITEM NO. 113.57. WORKS—RENOVATION OF SANITARY WORKS AND ELECTRICAL WORKS IN HOSTEL NO. II—ESTIMATE APPROVED BY THE VICE-CHANCELLOR — RATIFICATION.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction to an estimate amounting to Rs. 30,200/- for the work of renovation of sanitary works and Electrical works in Hostel No. II in the University Campus at Thrikkakara and for paying the amount as advance for arranging the above work departmentally.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ad.)

**ITEM No. 113.58. NEW HOTEL BUILDING AT THE UNIVERSITY CAMPUS AT THRIKKAKARA—ALLOCATION TO MEN STUDENTS—SANCTIONED BY THE VICE-CHANCELLOR—RATIFICATION.**

The Syndicate noted the action taken by the Vice-Chancellor in having accorded sanction to allot the new hostel building in the Thrikkakara Campus to men students with provision for double occupancy in each, for the time being.

Resolved that the action taken by the Vice-Chancellor be ratified.

(Ad.)

**ITEM No. 113.59 CHARGE ALLOWANCE TO SHRI V. C. PANICKER, DEPUTY REGISTRAR (FINANCE, AUDIT & ACCOUNTS).**

Resolved that the matter be deferred for further consideration at the next meeting of the Syndicate.

(Ad.)

**ITEM No. 113.60. SECTION OFFICER AND ASSISTANT IN THE CASH SECTION—INSURANCE AND RISK ALLOWANCE—REGARDING.**

The Syndicate considered the proposal for introducing Fidelity Insurance and granting Special Allowance to the Section Officer and the Assistant in the Cash Section along with the recommendation of the Standing Committee on Staff and Establishment.

Resolved that the Fidelity Insurance for Rs. 2,000/- and Rs. 1,000/- be introduced for the Section Officer and the Assistant respectively in the Cash Section.

Resolved further that the Section Officer and the Assistant in the Cash Section be paid a risk allowance at the rate of Rs. 75/- and Rs. 50/- respectively.

Resolved also that selection be made from those who volunteer to take up the responsibility of Section Officer (Cash Section) and Assistant in the Cash Section.

(Ad.)

**ITEM No. 113.61. MINUTES OF THE MEETING OF THE FINANCE, WORKS & PURCHASE COMMITTEE ON 4-1-1979 AND 5-1-1979—CONSIDERATION OF.**

The Syndicate considered the minutes of the meetings of the Finance, Works, & Purchase Committee on 4-1-1979 and 5-1-1979.

Resolved that the Minutes be approved as in Annexure III.

Resolved further that the Managing Director, Kerala State Construction Corporation be invited for a meeting with the Planning Committee for discussion on the award of the contract of the construction of the Ship Technology Building.

(Ad.)

**ITEM No. 113.62. UPGRADATION OF TEACHING POST HELD BY SHRI K. S. NEELAKANDAN NAMBOODIRIPAD AND PROMOTING HIM AS LECTURER AS PER THE NORMS FOR PROMOTION OF UNIVERSITY TEACHERS.**

The Syndicate considered the proposal for upgrading the post of Research Assistant held by Shri K. S. Neelakandan Namboodiripad and the panel of experts drawn up by the Board of Studies for constituting a selection committee to assess the eligibility of Shri Namboodiripad for promoting him as Lecturer as per the approved norms.

Resolved expert with Sl. Nos. 1 or 2 or 3 be nominated to the Selection Committee.

The meeting came to a close at 5 p. m.

University Buildings  
Tripunithura  
16-1-1979.

Sd/-  
REGISTRAR



## ANNEXURE — I

Annexure to Item No. 113.25

### Rules of Award

#### Scholarships:

1. The Scholarship shall be called the "Antony James Memorial Scholarship".
2. The Syndicate may decide from time to time the amount of the Scholarship.
3. The Scholarship shall be awarded annually as follows:  
To a student who secures the highest marks added together in Organizational Behaviour - I and Organizational Behaviour - II in the M. B. A (Full time) Course.
4. The Syndicate shall administer the endowment and may amend and add to the rules, provided that the fund is not diverted from the object of the endowment. The term 'fund' includes the corpus of the endowment as well as the interest accumulated.
5. An award may not be made in any particular year if in the opinion of the Syndicate there is no suitable candidate.

#### General:

The savings from the annual income if any shall be added to the corpus of the fund.

6. No student will be eligible for the Scholarship if he/she is already the recipient of any other Scholarship in that year.

## ANNEXURE — II

Annexure to Item No. 113.55

## UNIVERSITY OF COCHIN

### NOTIFICATION

Applications in the prescribed forms are invited for appointment to the following posts in the Central Instrumentation and Services Laboratory:

#### I. Technician: Electronics: 1 post (410-715)

Qualification: Diploma in Electronics / Electrical Engg. or equivalent.

Experience : Two years experience in repair and maintenance of Electronic Equipment in a reputed organisation / Defence Establishment.

Age : Below 35 years.

No. of post : One

#### II. Technician: Machinist: 1 post (285-550)

Qualification: ITI Certificate in Machinist trade or equivalent..

Experience : Two years experience in a reputed machine shop/Defence Establishment.

Age : Below 35 years.

No. of post : One.

#### III. Technician: Carpentry: 1 post (285-550)

Qualification: ITI Certificate in Carpentry or equivalent

Experience : Two years experience in Carpentry work.

Age : Below 35 years

No. of post : One

**IV. Technician Glass blowing: 1 post (285-550)**

**Qualification:** Recognised training in the trade

**Experience :** Two years experience in fabricating scientific Glass ware in an institution of repute.

**Age :** Below 35 years.

**No. of post :** One

**General:** Maximum age limit is relaxable by 5 years in the case of SC/ST candidates and for Ex-servicemen as per rules. Higher start for deserving candidates.

**ANNEXURE — III**

Annexure to Item No. 113.60

**UNIVERSITY OF COCHIN**

**MINUTES OF THE MEETING OF THE FINANCE,  
WORKS & PURCHASE COMMITTEE OF THE  
SYNDICATE ON 4-1-1979 AT HILL PALACE,  
AT 10.30 A. M.**

**Present:**

1. Shri V. Narayanan Nayar
2. Dr. K. P. Balakrishnan (Special invitee)

1) It is seen that in the draft budget '79-'80 several teaching posts in the University under Non-plan post is shown as temporary, in spite of the fact that these posts were in existence for more than 7 years. It is necessary that before printing the Budget for presenting to the Senate these anomalies may be corrected. Teaching posts created during a Plan period becomes non-plan posts at the end of the plan period. So it is necessary to make the temporary posts as permanent as and when required as per decision of the Syndicate made earlier. The budget may be rewritten taking this into consideration.

2) In the Department of Marine Sciences a few divisions have been incorporated in the budget. There is neither Syndicate or Senate resolution to this effect. If these have to be contained in the Budget, the same has to be brought to the Senate. If separate divisions are to be entertained without framing rules defining the duties of teachers in different divisions under the same Department, there may be problems connected with appointment of guest lecturers. Similarly, Estuarine Biology Section which was transferred to Cochin University as per Section 58 of the Act has been deleted from the Budget. There is no resolution for the same.

The idea that mere inclusion of an item in the Budget proposal without proper resolution may land up in difficulties.

**MINUTES OF THE MEETING OF THE FINANCE AND  
WORKS COMMITTEE OF THE SYNDICATE  
HELD ON 5th JANUARY, 1979**

**Present:**

1. Shri K. A. Mohammed
2. Shri V. Narayanan Nair
3. Shri C. Mathew (University Engineer)

**1. Hostel**

The committee discussed and decided to inspect the site to see whether it is possible to fit in the proposed hostel. University Engineer may Examine whether the area of each room is sufficient to be used as a three bed rooms in case of emergency.

The plan can be approved only after finalising the above.

**2. Ship Technology**

The plan for three storey and the basement floor along with the estimate may be sent to the U. G. C, for approval.

The Plan and estimate of the Laboratory and Workshop buildings may also be forwarded along with the above.

**3. Award of contract of the building of Ship Technology**

The matter may be discussed and finalised by the Syndicate.

4. The Committee may inspect Hostel No. 1 and explore the possibiliy of providing additional rooms.

5. One more storey may be constructed to the new extension of the School of Management Studies building. This could be possible only by shifting the library from the 1st floor of the building to redect the loading.

80/1  
REGISTRAR