

UNIVERSITY OF COCHIN

Minutes of the 136th (Special) Meeting of the Syndicate held on April 21, 1980.

Place of meeting : University Buildings, Tripunthura.
Time : 11.00 A. M.

Members Present:

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

Item No. 136.01 Declaration of vacation - Representation of students - consideration of.

The Syndicate considered the memorandum submitted by University students pointing out that the decision to declare the month of May as vacation for the year for teaching departments of the University adversely affected their studies and schedule of examinations along with the Minutes of the meeting of Heads of Departments held on 17-4-1980 (Appendix-I), and the Vice-Chancellor's consequential action reviewing the orders on the subject already issued.

Resolved that in view of the genuine practical difficulties involved in the enforcement of the Syndicate's earlier decision declaring the month of May as vacation for teaching departments this year the action of the Vice-chancellor be ratified.

Resolved further that the one month vacation available to teachers in a year be so regulated by Heads of Departments during the year as to suit the requirements of the semester system and the convenience of teachers.

Resolved also that teachers who might be deprived of vacation be entitled to leave credit. (Ac.)

Item No. 136.02. Suspension of Smt. A. K. Suseela, Matron, Women's Hostel - consideration of.

The Syndicate considered the legal opinion offered by the Legal Adviser to the University on the petition of Smt. A. K. Suseela, Matron, University Women's Hostel, pending before the Hon. High Court of Kerala, that the charge reported proved by the Enquiry Officer on the basis of which she had been punished as per Order No. Ad. A1. 213/72 dated 3-9-1977 is not maintainable, and recommending that "all punishment imposed on the petitioner be withdrawn".

Resolved that the legal advice be accepted and that the punishment imposed on Smt. A. K. Suseela, Matron, University Women's Hostel, as per Order No. Ad. A1. 213/72 dated 3-9-1977 be withdrawn. (Ad.)

Item No. 136.03. Recommendation of the Staff & Establishment Committee on the demands of service organisations

The Syndicate considered the recommendations of the standing Committee of the Syndicate on Staff & Establishment on the various demands put forward by the Employees' Organisations and resolved as follows :

i. The ratio of 1:2:9 sanctioned by the Syndicate on 15-1-1980 for promotion of Class IV employees be implemented, excluding the post of Duffadar for the purpose of calculating the ratio. The post of Duffadar in future be filled on the basis of merit-cum-seniority.

ii. The ratio of 1:4 sanctioned by the Syndicate on 15-1-'80 for the promotion of Library/Laboratory Assistants combined be retained, but the mechanics of its implementation be further examined by the Staff & Establishment Committee.

iii. The assignment of night duty to watchmen be done in such a manner as to benefit as many of them as possible.

iv. With effect from 1980-81, employees entitled to uniforms be given 3 sets of uniforms at the rate of 6 metres per set, provided the material supplied is handloom cotton cloth, and stitching charges at the rate of Rs. 15/- per set. Women employees of this category be similarly supplied with three sets of sarees of handloom cotton material with blouse pieces to match.

v. There be no change in the rate of rent fixed for Mini Type Quarters. The present occupants of the Quarters be required to apply for eligible type of quarters and once vacated the type be earmarked for allotment to Class IV employees whose nature of work requires them to reside at Trikkakara Campus.

vi. a) A post of Section Officer for the Typist/Steno category be created and the proposal be placed before the Statutory Finance Committee for approval.

b) The demand for the creation of a post of Assistant Registrar for the Typist/Steno Category be examined in detail by the Staff & Establishment Committee.

vii. A team consisting of the Pro-Vice-chancellor, the Finance Officer and the Registrar be entrusted with the work of undertaking a study of the workload of each section and Officer at the University Office and the Departmental Offices with a view to streamlining the Administration.

viii. The post of Assistant Registrar (Academic) already created by the Syndicate be again placed before the statutory Finance Committee for approval.

ix. An additional bus be purchased for the University.

x. The Health Centre be organized in such a manner as to be more serviceable to staff and students and proposals in this regard be prepared and submitted to the next Syndicate for consideration.

xi. The existing rules governing medical reimbursement to employees be not changed as the present rules are the result of detailed consideration of the matter in the light of prevailing practice in Government and sister Universities in Kerala.

xii. The previous service rendered by the non-teaching staff of the University in Government service or in any other University

of this State be reckoned for the purpose of retirement benefits alone.

xiii. The construction of additional quarters for non-teaching employees be undertaken on the basis of a phased programme subject to availability of funds

xiv. The present practice of granting higher grades on completion of 13 years in the entry cadre be followed.

xv. Proposal for modification of existing rules regarding the allotment of quarters be discussed with the representatives of the non-teaching and Teaching service organisations.

xvi. The present practice of bringing the crew of the Research Vessel under risk insurance at the cost of the University be followed.

xvii. The Syndicate decision to sanction arrears of pay and allowances w. e. f. 1-4-76 to Class IV employees who were given notional promotion w. e. f. 16-5 1973 was taken after careful examination of all aspects of the matter and hence the question need not be re-examined.

xviii. A Committee consisting of the Pro-Vice-chancellor and Dr. K. P. Balakrishnan be requested to examine the question of granting advance increment to Shri. K. O. Anthappan, Asst. Deck Officer and the problems relating to the running of Research Vessels, and the Committee's report be submitted to the next meeting of the Syndicate.

xix. a) The demand for granting retrospective effect to promotion of Shri. K. Sankarankutty, Clerical Assistant be declined.

b) Rules be framed for promotion of Class IV employees to the category of Clerical Assistants after ascertaining the practice in sister Universities in the State.

c) The demand for granting retrospective effect to promotion of Shri. M. A. Damodaran as Special Grade Peon be declined and that he be given a formal reply.

xx. a) Loans and advances for Conveyance and house building be sanctioned to University employees subject to availability of funds.

b) The possibility of obtaining loans from the Kerala State Housing Board be explored in order that loans to University employees for house building might be sanctioned.

xxi. The Syndicate decision dtd. 15-1-1980 regarding the promotion of Technical Assistant as Reference Assistant in relaxation of minimum qualifications required, be reiterated.

xxii. Special remuneration be granted to Shri. M. A. John, Electrician for items of extra work done by him on the orders of the controlling officer.

xxiii. The demand for granting special allowance for employees assigned evening duty over and above their normal hours of work be accepted in principle and suitable remuneration fixed on receipt of relevant data.

xxiv. No special allowance be granted to the Officers of the examination section in view of the fact that necessary additional staff has been sanctioned recently for the section.

xxv. The Drivers attached to the Vice-chancellor, Pro-vice chancellor and the staff car be granted TA/DA as per Rules 110 Part II KSR in addition to the Special pay granted to them in modification of existing rules.

xxvi. The syndicate decision regarding the upgradation of the post of Asst. Librarian Gr. I be not reviewed.

xxvii. No revision of the scale of pay of the Reference Assts. be made in modification of the revision already made in conformity with the Pay Commission Report.

xxviii. The practice of entrusting to outside agencies on contract basis such items of work of the School of Continuing Education, as can be done internally be reviewed as soon as possible and suitable arrangements be made to get such work done through the University's own staff without prejudice to the efficient management of the work of School which should receive utmost priority.

xxix. As far as possible recruitment on part-time basis and on daily wages be dispensed with, and such employees in the above category as are on the rolls of the University be absorbed into regular full-time service as per rules.

xxx Opportunities be made available to office staff working at Ernakulam and Trikkakara Campuses for training under the Kerala Institute of Public Administration; and

xxxi. On completion of the repair work of Tempo Van, the same may be put into service on appropriate schedule in the Trikkakara Campus linking National Highway as a solution to the Campus transportation problem.

Item No. 136 04. *Draft rules for the allotment of quarters.*

The Syndicate considered the Draft rules for the allotment and occupation of the University Quarters.

Resolved that a committee consisting of the following members be requested to examine the draft rules and submit its report to the Syndicate at its next meeting.

1. Pro-Vice-Chancellor
2. Shri. M. K. Raghavan
3. Shri K. Govinda Pillai
4. Dr. N. Parameswaran Nair
5. Dr. K. P. Balakrishnan.

The meeting came to a close at 4.00 P. M.

University Buildings,
Tripunithura,
24-4-1980.

(Sd/-)
REGISTRAR

Appendix - I.

(Appendix to Item No. 136.01)

UNIVERSITY OF COCHIN**Minutes of the meeting of the Heads of Departments
held on 17 - 4 - 1980**

Place of meeting : School of Management Studies,
Cochin - 22.

Time : 3.00 P. M.

Present:

1. Dr. K. I. Vasu, Pro Vice Chancellor (In the Chair)
2. Dr. C. P. Kuriakose
3. Dr. N. Parameswaran Nair
4. Dr. N. E. Viswanatha Iyer
5. Dr. K. P. Balakrishnan
6. Dr. Wazir Hasan Abdi
7. Dr. C. T. Samuel
8. Dr. Joseph Francis
9. Shri M. P. S. Pillai
10. Shri V. Narayanan Nayar
11. Shri N. Chandrasekharan Pillai
12. Dr. A. P. Kuriakose
13. Dr. G. S. Sharma
14. Dr. P. Leelakrishnan
15. Dr. K. Gopalakrishnan Nair
16. Dr. M. G. Krishna Pillai
17. Dr. Joy George
18. Dr. K. C. Sankaranarayanan
19. Shri C. Mathews (University Engineer)
20. Shri A. M. Thomas (Deputy Registrar)

Discussed the various aspects of the declaration of Mid-summer vacation during May, 1980. Resolved that the principle of one month's vacation be accepted. This may preferably be in the month

of May, every year. However, this year the Heads of Departments may be authorised to take appropriate actions for the mid-summer vacation as was done in the previous years.

There was discussion on the need of an academic calendar of the University, and the Pro Vice Chancellor was requested to prepare a working paper on this.

The University Hostels may be kept open for research students and those whose examinations are not over and necessary maintenance work be carried out during the vacation period.

Discussed in general about the annual vacation for the teachers of the University in the light of the "Cochin University 1st Statutes, 1980".

The meeting came to a close at 4.15 P. M.

PRO-VICE-CHANCELLOR
Hill Palace .
Tripunithura,
18-4-1980

(Sd/-)

REGISTRAR.