

COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY



**MINUTES OF THE 542nd MEETING OF THE SYNDICATE
HELD ON 13.05.2009 AT 10.30 A.M IN THE SYNDICATE HALL OF THE UNIVERSITY.**

Members present:

1. Vice-Chancellor (in the Chair)
2. Sri. C.M. Dinesh Mani M.L.A
3. Dr. K.N. Chandrasekharan Pillai
4. Prof. P O. J Lebba
5. Adv. K. Mohanachandran
6. Smt. Asha V V
7. Dr. Joy Job Kulavelil
8. Sri. N.K. Vasudevan
9. Dr. S. Salim
10. Sri. Baby Chakrapani
11. Prof. I.S.Bright Singh
12. Sri. Alphons Kannanthanam, M.L.A
13. Shri. V. Prasen, Additional Secretary (Finance)
14. Shri. M. Mohammed Basheer, Joint Secretary (Higher Education)

Also present :

Sri. Sebastian Ouseph,
Finance Officer – in Charge of Registrar

Item No.542.01 Confirmation of the minutes of the 540th and 541st meeting of the Syndicate held on 31.3.2009 and 1.4.2009 respectively.

The Syndicate considered the draft minutes of the 540th and 541st meeting of the Syndicate held on 31.3.2009 and 1.4.2009 respectively with the following emendations

The Minutes of the 540th Syndicate meeting held on 31.3.2009 has been duly amended based on suggestions from Members, and accordingly the revised minutes is Appended herewith.

In item No.541.44 in the last paragraph 'and hence declined the request' be added at the end.

Item No.542.02 Question asked by the members of the Senate and answers there to by the Syndicate – Consideration of -

The Syndicate approved the questions asked by the members of the Senate and answers there to by the Syndicate.

(Conf)

Item No.542.03 Dr. Elyas K K, Lecturer, Department of Biotechnology – Relieving to take up the post of Professor at the University of Calicut – Action of the Vice Chancellor – Ratification – reg.

The Syndicate considered the action taken by the Vice Chancellor relieving Dr. Elyas K K, Lecturer, Department of Biotechnology from the post of Lecturer in the Department of Biotechnology w.e.f. 19.3.2009 to take up the post of Professor at the University of Calicut.

The Syndicate resolved to ratify the action taken by the Vice Chancellor

(Ad.D)

Item No.542.04 Proposal for appointment of L.D. Drivers on permanent basis in the Qualis Van and Jeep of School of Engineering – consideration of -

The Syndicate considered along with the recommendations of the Standing Committees of the Syndicate on Staff & Establishment and Finance and Purchase, the matter of appointment of 2 L.D. Drivers on permanent basis in the two vehicles ie Qualis Van of the University and the Jeep of the School of Engineering by creating 2 posts of L.D. Drivers.

The Syndicate resolved that the matter be examined by the Standing Committees of the Syndicate on Staff & Establishment and Finance & Purchase and furnish recommendations.

(Ad.G)

Item No.542.05 Mr. M.V.Mathew, Overseer Grade I (Ele) in receipt of Good Service Entry – Recommendation of the University Engineer to sanction advance increments – consideration of .

The Syndicate considered along with the recommendations of the Standing Committees of the Syndicate on Staff and Establishment and Finance and Purchase, the request of the University Engineer to sanction advance increments to Mr M V Mathew, Overseer Grade I (Ele) who has been given Good Service Entry by the Syndicate at its meeting held on 25.2.2006.

The Syndicate resolved to grant one increment to Mr. M.V. Mathew, Overseer Grade I (Ele), Engineering Department, Cochin University of Science and Technology as per Rule 34, KSR Part I. This benefit be given w.e.f. the date of the Syndicate ie. 13.5.2009.

(Ad.G)

Item No.542.06 Appointments on contract basis – Observation of Rules of Reservation – Dispensed with – Reporting of – reg.

The Syndicate considered the action taken by the Vice Chancellor according sanction for dispensing with observance of Rules of communal reservation and Rotation in contract appointments.

The Syndicate resolved to ratify the action taken by the Vice Chancellor.

(Ad.D)

Item No.542.07 Employment under the scheme for Compassionate employment of the dependents of Government servants who die – in – harness – Application of Sri. Arun K.R, son of (Late) Smt. K.K. Ambika, Assistant Registrar – Reg.

The Syndicate considered along with the recommendations of the Standing Committees of the Syndicate on Staff and Establishment and Finance and Purchase the matter of offering appointment to Sri.Arun K.R., son of (Late) Smt. K.K. Ambika, Assistant Registrar, Malil House, Chereyapallamthuruth, N. Paravoor P.O, Ernakulam 683 513 under the scheme of compassionate employment of the dependents of Government servants who die-in-harness.

The Syndicate resolved to appoint Sri. Arun K R, son of (Late) Smt. K.K. Ambika, Assistant Registrar, Malil House, Chereyapallamthuruth, N. Paravoor P O, Ernakulam 683 513 as Assistant in the University under the scheme of compassionate employment of the dependents of Government servants who die-in-harness.

(Ad.A)

Item No. 542.08 Dr.C.A. Francis, Professor, School of Management Studies – Request for extension of LWA – Sanctioned – Reporting for ratification – Reg.

The Syndicate considered the action taken by the Vice Chancellor accorded sanction for the extension of Leave Without Allowances to Dr. C.A. Francis, Professor, School of Management Studies for a period of one year with effect from 29.04.2009 in continuation of the Leave Without Allowances availed of by Dr. C.A. Francis.

The Syndicate resolved not to ratify the action taken by the Vice Chancellor and that Dr. C.A. Francis, Professor, School of Management Studies be asked to rejoin duty immediately.

(Ad.D)

Item No. 542.09 Dr.Stephen Rodrigues, Reader, Dept. of Instrumentation – Extension of Leave Without Allowances for joining spouse abroad – Sanctioned – Reported for ratification – Reg.

The Syndicate considered the action taken by the Pro-Vice Chancellor in charge of Vice Chancellor accorded sanction for extension of Leave Without Allowances to Dr. Stephen Rodrigues, Reader, Dept. of Instrumentation for year w.e.f. 09.04.2009.

The Syndicate resolved not to ratify the action taken by the Pro-Vice-Chancellor in charge of Vice Chancellor and that Dr. Stephen Rodrigues, Reader, Dept. of Instrumentation be asked to rejoin duty immediately.

(Ad,D)

Item No.542.10 Sarada M K – Medical Reimbursement claimed – Report from DMO (ISM), Kottayam – Reg.

The Syndicate considered the matter of Medical Reimbursement of Rs. 1,00,000/- claimed by Smt. Sarada M.K, Section officer (Typist) from the University and the same claims have been termed inadmissible as per KGSMA Rules by DMO (ISM) Kottayam vide his letter No. G1/4440/07/LDis Dated 02.03.09.

The Syndicate resolved to recover the inadmissible amount of Rs.1,00,000/- as Medical reimbursement claimed by Smt. Sarada M.K., Section Officer (Typist) from the University and also to issue a show cause notice to her as to why a punishment of debarring one increment, should not be imposed on her.

(Ad.B)

Item No.542.11 Resolution of the Syndicate on Revision of scale of pay of the post of plumbers w.e.f. their date of joining – Modification – Action of the Vice- Chancellor reported for ratification.

The Syndicate considered the action taken by the Vice Chancellor ordering to notionally fix the pay of Mr. Hamsa and Mr. Premanandan, Plumbers of the University in the pre-revised scale of Rs.6680-10790 w.e.f the date of their joining the University service subject to the condition that the consequent additional monetary benefits will be available on from the date of the Syndicate decision ie. 28.06.2008.

The Syndicate resolved to ratify the action taken by the Vice Chancellor.
(Ad.G)

Item No.542.12 Recognised Institutions – Academic Year 2009-10 – Approval of new college, course/increase in intake of existing course –Norms fixed – Latest instruction from Government of Kerala – Adopting of – regarding.

The Syndicate considered the matter of approval of new colleges, course/increase in intake of existing course and the norms fixed by latest instruction from Government of Kerala.

The Syndicate resolved to approve the condition “if Government of Kerala/National Level Apex Body concerned insist for NOC from the University as a precondition for their approval, the University may issue NOC subject to the specific condition that such NOC is conditional and for the sole purpose of obtaining their approval only, by itself does not guarantee University approval”, be included in Clause (6) of the draft rules already approved.

The Syndicate also resolved to clarify that the inspection fee proposed is Rs.10,000/- for each inspection irrespective of the No. of members in the Inspection Committee.
(Ac.C)

Item No.542.13 B.Tech Hostel Fees – reg.

The Syndicate considered the demand of the Unit Secretary, Students Federation of India, that the B.Tech hostel is charging heavy amount as hostel rent from the inmates and their demand that the hostel should be brought under the direct control of the University and should be treated on par with the other University hostels.

The Syndicate resolved that the matter be examined by the Standing Committee of the Syndicate on Finance and Purchase, taking into consideration, the fees levied by similar institutions in and around Cochin.

(Ac.)

Item No.542.14 Enhancement of maximum limit of remuneration for Guest Faculties – Proposal – Reg.

The Syndicate considered the proposals of the Principal, School of Engineering in the matter of enhancement of maximum limit of remuneration for Guest Faculties.

The Syndicate resolved that the matter be examined by the Standing Committees of the Syndicate on Academic Matters and Finance & Purchase and furnish recommendations.

(Ac.A)

Item No.542.15 Ph.D Registration – Sri. K. Karthikeyan – Department of Biotechnology Feed Back – Reg.

The Syndicate considered the application of Sri. P. Karthikeyan, Department of Biotechnology for Ph.D Registration as per admission programme 2008-09.

The Syndicate considered the feed back furnished by the Head, Department of Biotechnology, and resolved to regularize the provisional admission granted to Sri. P. Karthikeyan with Dr. Saritha G. Bhat is his Co-guide.

(Ac.B)

Item No.542.16 Recognition of Dr. Elizabeth Jacob, Scientist, NIIST, Thiruvananthapuram, as Research Guide under the Faculty of Technology –Reg.

The Syndicate considered the application for recognizing Dr. Elizabeth Jacob, Scientist, NIIST, Thiruvananthapuram as Research Guide under the Faculty of Technology.

The Syndicate resolved to recognize Dr. Elizabeth Jacob, Scientist, NIIST, Thiruvananthapuram as Research Guide under the Faculty of Technology.

(Ac.B)

Item No.542.17 Recognition of Dr. S. Harikumar, Professor, Department of Applied Economics, Cochin University of Science and Technology, Kochi, as Research Guide under the Faculty of Social Sciences.

The Syndicate considered the application for recognition of Dr. S. Harikumar, Professor, Department of Applied Economics, Cochin University of Science and Technology, Kochi as Research Guide under the Faculty of Social Sciences.

The Syndicate resolved to recognize Dr. S. Harikumar, Professor, Department of Applied Economics, CUSAT, Kochi as Research Guide under the Faculty of Social Sciences.

(Ac.B)

Item No.542.18 Recognition of Dr.K. Sudarsan, NPOL, Kochi, as Research Guide of CUSAT – Reg.

The Syndicate considered the application for recognition of Dr. K. Sudarsan, Scientist – F, NPOL, Kochi as Research Guide under the Faculty of Technology and the Faculty of Engineering.

The Syndicate resolved to recognize Dr. K. Sudarsan, Scientist – F, NPOL, Kochi as Research Guide under the Faculty of Technology and Faculty of Engineering.

(Ac.B)

Item No.542.19 Recognition of Dr. A. Unnikrishnan, Scientist G, NPOL, Kochi, as Research Guide under the Faculty of Engineering.

The Syndicate considered the application for recognition of Dr. A. Unnikrishnan, Scientist G, NPOL, Kochi as Research Guide under the Faculty of Engineering.

The Syndicate resolved to recognize Dr. A. Unnikrishnan, Scientist G , NPOL, Kochi as Research Guide under the Faculty of Engineering.

(Ac.B)

Item No.542.20 Recognition of Dr. K.C.James, Reader, Department of Statistics, Cochin University of Science and Technology, Kochi – 22, as Research Guide under the Faculty of Engineering.

The Syndicate considered the application for recognition of Dr. K.C. James, Reader, Department of Statistics, Cochin University of Science and Technology, Kochi -22 as Research Guide under the Faculty of Engineering.

The Syndicate resolved to recognize Dr. K.C. James, Reader, Department of Statistics, Cochin University of Science and Technology, Kochi -22 as Research Guide under the Faculty of Engineering.

(Ac.B)

Item No.542.21 Recognition of Dr. Supriya M H, as Research Guide of CUSAT, Faculty of Technology - Reg.

The Syndicate considered the application of Dr. Supriya M H as Research Guide under the Faculty of Technology, Cochin University of Science and Technology.

The Syndicate resolved to recognize Dr. Supriya M H, as Research Guide under the Faculty of Technology, Cochin University of Science and Technology.

(Ac.B)

Item No.542.22	University Grants Commission Scheme for establishment of the Centre for Study of Social Exclusion and Inclusive Policy –Centre set up – To be treated as a project – Orders issued – Reporting of – Reg.
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The Syndicate considered the action taken by the Vice Chancellor, the orders issued for treating the Centre for Study of Social Exclusion and Inclusive Policy as a project temporarily till concurrence is received.

The Syndicate resolved to ratify the action taken by the Vice Chancellor.

Pl.(UGC)

Item No.542.23	Repair and maintenance of Workshops/Labs – Advance requested – Division of Mechanical Engineering , School of Engineering – Reg.
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The Syndicate considered the request of the Principal, School of Engineering for an advance of Rs.6.5 lakhs for the running and maintenance of Workshops/Labs in the Division of Mechanical Engineering.

The Syndicate resolved to approve the request of the Principal, School of Engineering for an advance of Rs. 6.5 lakhs for the running and maintenance of Workshops/Labs in the Division of Mechanical Engineering.

PL(UGC)

Item No.542.24 Department of Electronics – Shri. A.K. Prakash, Former Scientist G and Associate Director of NPOL, Kochi was appointed as Visiting Professor Extension of term – Sanctioned by the Vice Chancellor – Reporting of – reg.

The Syndicate considered the action taken by the Vice Chancellor according sanction the extension of term to Shri. A.K. Prakash, Former Scientist and Associate Director, NPOL, Kochi who was appointed as Visiting Professor for a further period of one year with effect from 17.3.2009.

The Syndicate resolved to ratify the action taken by the Vice Chancellor subject to availability of funds under the UGC Unassigned Grant Scheme.

PL (UGC)

Item No. 542.25 Signing of MoU between CUSAT, University of Bergen, Nansen Environmental Research Centre, India and Nansen Environmental and Remote Sensing Centre, Norway – Reg.

The Syndicate considered the matter of Signing of Memorandum of Understanding between Cochin University of Science and Technology, University of Bergen, Nansen Environmental Research Centre, India and Nansen Environmental and Remote Sensing Centre, Norway.

The Syndicate resolved to authorize the Sub Committee constituted with the Members Sri. Baby Chakrapani, Dr. I.S. Bright Singh and Dr. V.P.N. Nampoori vide item No. 538.23 to examine the MoU and submit report in the next Syndicate.

(IRAA)

Item No.542.26 Prescribing the period of tenure of the University Standing Counsel and Advocates in the Panel of the University : Reg.

The Syndicate considered the proposal of appointing the following advocates into the panel of advocates of the University approved by the Syndicate vide Item No. 526.4 and the term of appointment of the University Standing Counsel and Panel of Advocates.

1. University Standing Counsel

Adv. S.P. Aravindakshan Pillay
"Sreevilas", Mathai Manjooran Road
Combara, Ernakulam, Kochi -18

2. Panel of Advocates:

- (i) Adv. Chandrasekhar P
Ragham, Freedom Road
Kaloor, Kochi – 17
- (ii) Adv. Surin George Ipe
Infant Jesus Building
Kochi – 31.
- (iii) Adv K.S. Mohammed Hashim
St. Benedict Extension Road
Near Fernsons Apartment
Ernakulam North, Kochi – 18

The Syndicate resolved to approve the panel of Advocates.

The Syndicate further resolved that the term of appointment be one year which is extendable by a further period of one year at a time subject to a maximum of three years in total.

(LA)

Item No. 542.27 W.P.(C) 23431 of 2006 filed by Dr. K. Rajappan Nair, former dean of the University: Compliance of Judgement – Reg.

The Syndicate considered the matter of compliance of Judgement in WP (C) 23431 of 2006 filed by Dr. K. Rajappan Nair, former dean of the University along with the Exhibits P1, P2, P6 to P12.

The Syndicate resolved to constitute a Sub Committee consisting of Adv. K. Mohanachandran (Convener), Dr. K.N. Chandrasekharan Pillai and Dr. S. Salim to study the matter and submit report in the next Syndicate.

The Syndicate further resolved that a request be made to the Hon'ble High Court of Kerala to grant further time for 2 months to take an appropriate decision on the matter.

(LA)

Item No.542.28 Recognized Institution –College of Engineering, Chengannur – Inspection Report for the extension of Provisional Recognition for the Academic Year 2007-08 and 2008-09 – Consideration of – Regarding.

The Syndicate considered the inspection report for the extension of Provisional Recognition for the Academic Year 2007-08 and 2008-09 for College of Engineering, Chengannur.

The Syndicate resolved to approve the Inspection report for the extension of Provisional Recognition to College of Engineering, Chengannur for the Academic Year 2007-08 and 2008-09.

(Ac.C)

Item No. 542.29 Monitoring and Implementation of proposals presented in the Budget Estimate 2009-10 – suggested plan of action – Reg.

The Syndicate considered the matter of monitoring and implementation of proposals presented in the Budget Estimates 2009-10 and suggested plan of action.

The Syndicate resolved to approve a suggested plan of action for immediate implementation.

(Fin)

Item No. 542.30 Widening of Road from NH 47 to Administrative Office – Release of fund for Phase II – Request sanction – reg.

The Syndicate considered along with the recommendations of the Standing Committees on Works and Finance and Purchase, the request for sanction to release of fund for Phase II work of Widening of Road from NH47 to Administrative Office.

The Syndicate resolved to approve:

1. release the payment of 2nd instalment of Rs.72,71,300/- (Phase I)
2. grant approval for the revised amount of Rs.56,88,130/- towards additional works based on the tendered amount.
3. payment of Rs.42,30,039/- (56,88,130 -14,58,091) as the 2nd and final instalment of payment for additional works as requested by the E.E., C.P.W.D

(UEU)

**Item No. 542.31 Construction of Fire Engineering lab for Fire & Safety Engineering
SOE – renew of award of work – reg.**

The Syndicate considered the matter of renewal of award of work 'Construction of Fire Engineering lab for Fire and Safety Engineering, School of Engineering' the brief order of the work and the proposal of the University Engineer to permit Sri. P.A. Augustine to take up the work at his quoted amount.

The Syndicate resolved that the Standing Committees of the Syndicate on Works, Finance & Purchase to examine the issue in detail and submit its recommendation in the next Syndicate meeting.

(UEU)

Item No. 542.32 Additional facilities at 8 mts level area of Ship-in-Campus – Impact of non-completion on course approval – Directors request for speedy execution etc. – reg.

The Syndicate considered the matter of additional facilities at 8 mts level area of Ship in Campus, Kunjali Marakkar School of Marine Engineering and the Directors request for speedy execution of work.

The Syndicate resolved that the Standing Committees of the Syndicate on Works, Finance & Purchase examine the issue in detail and submit its recommendation in the next Syndicate meeting.

(UEU)

Item No. 542.33 Software Engineering – request from the contractor for extension of time of completion – changing of wooden windows to aluminium powder coated – conversion of auditorium to class rooms – reg.

The Syndicate considered the request of the Contractor for extension of time of completion of the Software Engineering, changing of Wooden windows to aluminium powder coated and conversion of auditorium to class rooms.

The Syndicate resolved that the Standing Committees of the Works and Finance and Purchase to examine the issue in detail and submit its recommendation in the next Syndicate meeting.

(UEU)

**Item No. 542.34 Recommendations of CAT Monitoring Committee held on 7.4.2009
– Approval sought for -**

The Syndicate considered the Recommendations of the CAT Monitoring Committee held on 7.4.2009.

The Syndicate resolved to approve the recommendations of the CAT Monitoring Committee held on 7.4.2009.

(IRAA)

Item No.542.35 Centralized Valuation Camp – Enhancement of Special Camp Allowance – Reg.

The Syndicate considered the recommendations of the Standing Committee of the Syndicate on Examination Matters for enhancement of Special Camp Allowance to the officers deputed to the Centralised Valuation Camp from April 2009 onwards as follows:

Present rate

Rs. 100/- per day
Rs. 75/- per day

Revised Rate

Rs.175/- per day
Rs. 125/- per day

The Syndicate approved the revised rates for the Special Camp Allowance to the officers deputed to the Centralised Valuation Camp from April 2009 onwards.

(Exam.M)

Item No. 542.36 Signing of MoU with University of Mauritius – Reg.

The Syndicate considered along with the recommendations of the Standing Committee of the Syndicate on Academic Matters, the matter of signing of MoU with University of Mauritius and the modified MoU forwarded from the University of Mauritius

The Syndicate resolved to authorize the Sub Committee constituted with the Members Sri. Baby Chakrapani, Dr. I.S. Bright Singh and Dr. V.P.N. Nampoori vide item No. 538.23 to examine the MoU and submit report in the next Syndicate.

(IRAA)

Item No.542.37 University teacher – Dr. Mariamma Vincent Panikulangara, Reader, Department of Culture and Heritage – UGC Career Advancement Promotion as Professor – Action taken by the Vice Chancellor under Section 11 (11) of Cochin University of Science and Technology Act 1986 – Reporting to the Syndicate for approval – Reg.

The Syndicate considered the action taken by the Vice Chancellor in exercise of the powers under Sec. 11 (11) of Cochin University of Science and Technology Act 1986, the promotion of Dr. Mariamma Vincent Panikulangara, Reader, Department of Culture and Heritage under UGC Career Advancement Promotion as Professor, in the scale of pay of Rs. 16400-450-20900-500-22400 w.e.f. 27.7.2006 so as to promote her in the upgraded post w.e.f. 27.7.2006 considering the fact that Dr. Mariamma Vincent Panikulangara is due to retire from University service on 30th April 2009.

The Syndicate resolved to ratify the action taken by the Vice Chancellor.

(Ad.D)

Items outside the Agenda

1. The Syndicate considered the request of Sri. Alphons Kannanthanam, MLA to relieve him with immediate effect, from the membership of all the Standing Committee of which he is presently a member.

The Syndicate accordingly resolved to accede to his request.

2. The Vice Chancellor brought to the attention of the Syndicate, the request of Dr. P. Mythili, Reader, Division of Electronics, School of Engineering, for grant of leave with full salary and allowances to avail the DST BOSCAST Fellowship to undergo research at the University of Michigan, USA. The leave applied for was from 1.7.2009 to 30.4.2010 by prefixing and suffixing the vacation months of May & June 2009 and 2010 respectively.

The Vice-Chancellor informed that this item was considered by the Syndicate on 1.4.2009 (Item No.541.32) and the Syndicate had resolved that the matter be examined with the procedures and be placed in the next meeting of the Syndicate.

The Vice Chancellor informed about the urgency of taking a decision in the matter since the teacher was required to avail the said fellowship latest by 31st May 2009. The Vice Chancellor also informed that, the necessary funds for this has already been received by the University from DST and that the University had sanctioned a couple of similar cases in the past.

The Syndicate accordingly resolved to approve the request of the teacher subject to her strictly adhering to the related terms and conditions of the DST.


REGISTRAR

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At the outset the Pro.Vice Chancellor welcomed the gathering and invited the Co-ordinator to present the proposals to be discussed. The co-ordinator presented the proposal for the functioning of the Equal Opportunity Cell and expenditure to be incurred from the Recurring and Non Recurring grant provided by the UGC for the XI Plan period.

The members discussed on the proposal submitted by the Co-ordinator and on the Agenda for the consideration of the meeting of the Advisory Committee and the following recommendations are made.

1) Permission for conducting coaching classes and to conduct the classes out of office hours and on holidays.

It was decided to conduct classes with the concurrence of the concerned Heads of Departments. Classes will be conducted after regular class time and on holidays. One or two subjects will be handled for each PG course and a total of twenty hours of classes will be taken for each subject.

Circular be issued to all Heads of Departments detailing the eligible groups of students for whom Remedial classes are conducted and also seeking the assistance of the Faculty members /Research Scholars who are interested in taking classes. The rate of remuneration as per UGC guidelines may also be noted in the circular. It was also decided to have Remedial Coaching at the Lake side Campus and CUCEK Campus. Assistant co-ordinators will help the co-ordinator at these places to conduct the classes.

2) Utilization of funds recurring and non recurring.

- a) Non-recurring : The committee agreed to effect purchases of what all has been presented in the proposal by the co-ordinator. It also decided that a photo-copier be purchased additionally.
- b) Recurring : Approved to meet expenses as detailed in the proposal of the Co-ordinator.

3) Functioning of Equal Opportunity Cell Appointment of part time staff.

- a) Part-time Staff : The part-time office staff who has been doing the services hitherto is to continue taking into consideration the fact that she can be independently entrusted with the work as she has got enough experience and will be on contract basis as per UGC guidelines. A part time peon to be appointed on daily wage basis subject to a maximum remuneration of Rs.1000/- per month.

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**MINUTES OF THE SECOND MEETING OF THE ADVISORY COMMITTEE
ON REMEDIAL COACHING SCHEME FOR SC/ST/OBC (NON-CREAMY
LAYER) MINORITIES HELD ON 13.07.2009, AT 2.30P.M IN THE
SYNDICATE HALL OF THE UNIVERSITY.**

Members present:

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|---|--------------------------|--------------------------------|
| 1 | Pro.Vice Chancellor | (in the chair) |
| 2 | Dr. Aneykutty Joseph, | |
| 3 | Dr. C.V Jayamani, | |
| 4 | Dr. K K Mohammed Yusuff, | |
| 5 | Dr. R Sasidharan, | |
| 6 | Sri. Sasi Gopalan, | Co-ordinator/ Member secretary |

Special Invitees:

- | | |
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| 7 | Dr.Chandramohana Kumar
Registrar |
| 8 | Smt . Raji . M
<i>Planning and Development Officer</i> |
| 9 | Smt. Latha L
Deputy Registrar Finance (representing Finance Officer) |

Also Present:

- | | |
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| 10 | Smt. C M Usha
Deputy Registrar, UGC(S) Cell for SC/ST |
| 11 | Smt.Premavathy T V
<i>Section Officer, UGC(S) Cell for SC/ST</i> |
| 12 | Sri Subramanian Moothathu S
Sel.Gr.Asst,UGC(S) Cell for SC/ST |