

UNIVERSITY OF COCHIN

PRELIMINARY MINUTES OF THE 50TH MEETING OF THE SYNDICATE
HELD ON 18-7-1975.

Place of meeting ; University Buildings
Hill Palace
Tripunithura

Time ; 10.30 A.M.

Members present:—

1. Dr. N. K. Panikkar
Vice Chancellor (in the Chair)
2. Dr. C. P. Kuriakose
Pro Vice Chancellor
3. Dr. C. V. Kurian
4. Prof. C. T. Benjamin
5. Dr. S. Vasudev
6. Shri. P. N. Menon
7. Dr. (Mrs.) Molly Thomas
8. Shri. P. K. Vasudevan, Nair
9. Sri. M. K. Raghavan
10. Dr. K. K. Mathew

Before taking up the items in the Agenda, the final Agenda for the Senate meeting scheduled on 26-7-1975 was discussed in detail and the answers to the questions approved.

(Ad.)

Item No. 50.01. Confirmation of the minutes of the Syndicate held on 20-6-1975.

Resolved that the Minutes of the meeting of the Syndicate held on 20-6-1975 be confirmed,

(Ad.)

Item No. 50.02 & 50.03. Report by the Vice-Chancellor on important developments in the University since the last meeting and Review of the progress of Capital Works.

The Vice Chancellor reported that:

1) In view of the National emergency, action has been taken to streamline the administration in the University Office/ Departments and that instructions have been issued regarding punctual attendance by the Officers and the staff members during office hours and the need for increasing the output and efficiency in the office work.

(Ad.)

2) The allotment of the 'C' type quarters has been completed and the allottees have occupied the quarters.

(Ad.)

3) Work on the Hostel has started and in future references, it will be termed only as Hostel to avoid any difficulties with U. G. C. in future.

4) The first Statutes embodying the duties and functions of the Vice Chancellor, Pro Vice Chancellor, Registrar, the Finance Committee and the Chapter on Finance have been published by the Government in the official Gazette dated 24th June 1975.

(Ad.)

5) The new courses in 'Electronics and Communication Systems' and on 'Meteorology' are proposed to be started during this academic year.

(Ac.)

6) The Syndicate decision regarding the enforcement of pass system for travel in the University vehicles has not been fully implemented formerly with the result that some of the employees or students and even outsiders are travelling in the University vehicles without paying any charges and that action is being taken to strictly enforce the Syndicate decision.

(Ad.)

7) A Master Plan for the University Campus at Trikkara has been prepared and that the whole area will be developed in a planned manner.

(Ad.)

8. For the construction of the University Library buildings, the 'limited tender' system of calling for quotation is being considered as in the case of some of the major works for government or quasi-government institutions.

(Ad.)

Item No. 50.04. Recognition of Dr. K. Ravindran, Asst. Fishery Scientist as Supervising Guide in the Faculty of Marine Sciences.

The Syndicate considered the question of recognition of Dr. K. Ravindran, Asst. Fishery Scientist as Supervising Guide in the Faculty of Marine Sciences, along with the recommendation of the Standing Committee of the Syndicate on 'Academic matters including research and publication'.

Resolved that Dr. K. Ravindran, Assistant Fishery Scientist, Central Institute of Fisheries Technology, Cochin-11 be recognised as Supervising Guide to guide research work leading to the award of Ph. D Degree under the Faculty of Marine Sciences.

(Ac.)

Item No. 50.05. Rules for payment of term fee by the Research Scholars.

The Syndicate considered the revised Rules regarding Payment of Term Fees by Research Students, along with the recommendation of the Standing Committee of the Syndicate on 'Academic matters including Research and Publication'.

Resolved that the revised Rules be approved (Revised Rules appended as Appendix I)

(Ac.)

Item No. 50.06. **G. O. (P) 39/75/Fin.** dated 30th January 1975 regarding the refixation of rent for the Government Quarters - applicability to this University consideration of.

The Syndicate considered the GO. (P) 39/75/Fin dated 30-1-1975 regarding the rate of rent for government quarters on the basis of pay revision of pay and allowances, along with the recommendation of the Standing committee of the Syndicate on 'Staff and Establishment'.

Resolved that the G. O. (P) 39/75/Fin dated 30th January 1975 be made applicable to the University Employees except in the case of Class IV employees who might continue to enjoy the present benefit until otherwise decided later after getting clarification from the Government and ascertaining the current practice in Cochin in sister organisations.

(Ad.)

Item No. 50 07. **Regulations for recognition of Institutions other than University Departments.**

The Syndicate considered the Regulations for recognition of institutions other than University departments as modified by the Academic Council at its meeting held on 12-9-1974, along with the recommendation of the Standing Committee of the Syndicate on 'Academic matters including research and publication'

Resolved that the Regulations as modified by the Academic Council at its meeting held on 12-9-1974 be approved and that these Regulations be made effective from 12-9-1974, the date of approval of the Regulations by the Academic Council (Modified Regulations appended as Appendix II)

(Ac.)

Item No. 50.08 **Department of Engineering-A new head of Account-'9 Works B. Plan 2(v) a-Aquarium - Diversion of fund - ratification of.**

Sanction has been accorded by the vice Chancellor subject to ratification by the Syndicate for opening a new head of account

ie. "9 works B. Plan - 2 (V)-a-Aquarium" and the provision of Rs. 6000/-under this new head of account by reappropriation, along with the recommendation of the Standing Committee of the Syndicate on 'Finance and Purchase.

The Syndicate resolved that the action taken by the Vice Chancellor in opening a new head of account "9 works- B. Plan- 2 (V)- a - Aquarium" and providing Rs. 6000/- by reappropriation under this new head of account, be ratified.

Item No. 50.09. **Sri. S. Kumaran - Registration for M.Sc. (by research) as a part - time candidate in the Faculty of Marine Sciences.**

Sanction has been accorded by the Vice Chancellor for the registration of Sri. S. Kumaran, Senior Laboratory Assistant, National Institute of Oceanography, Cochin for Part-time research leading to the award of M. Sc. (by research) under the guidance of Dr. T. S. S. Rao, Officer - in - Charge, Regional Center of National Institute of Oceanography, Cochin-18 upon recommendation of the Dean, Faculty of Marine Sciences.

The Syndicate resolved that the action taken by the Vice Chancellor in registering Sri. S. Kumaran, Senior Laboratory Assistant, National Institute of Oceanography, Cochin for Part-time Research leading to the award of M. Sc. (By research) w. e. f. 16-6-1975 be ratified.

(Ac.)

Item No. 50.10. **Physics Symposia - Distribution work of the printed volumes.**

The Syndicate considered the question of granting the right of distribution of the printed volumes of the papers presented at the Physics Symposia at a discount of 40% to the Kerala Physics Academy, along with the recommendation of the Standing Committee of the Syndicate on 'Finance and Purchase'.

Resolved that the work of distribution of printed volume of the papers presented at the Physics Symposia be entrusted with

the Kerala Physics Academy at a discount of 40% and that necessary agreement be executed with the Kerala Physics Academy for entrusting this work to them.

(Ac.)

Item No. 50.11. Scholarships - delay in payments - complaints by the students.

The Syndicate considered the report of the Finance Officer regarding the possibility of avoiding the delay in disbursement of the Scholarship/Fellowship sanctioned by the outside agencies, along with the recommendation of the Standing Committee of the Syndicate on Academic matters including Research and and Publication.

Resolved that, after receipt of the amount of the Scholarship from the sponsoring bodies, the Heads of the Department be permitted to draw an advance scholarship amount required for disbursement for two months and that the disbursements of the scholarships/fellowships be effected by them on the first of every month.

(Ac.)

Item No. 50.12. Vice Chancellor's Quarters

The Syndicate noted that a private building has been taken on rent for the residence of the Vice Chancellor at a rent of Rs. 950/- p. m. as fixed by the University Engineer with effect from 1-5-1975 and considered the question along with the recommendation of the Standing Committee of the Syndicate on Finance and Purchase.

Resolved that the rent of Rs. 950/- p. m. fixed for the Vice Chancellor's quarters with effect from 1-5-1975, be approved.

(Ad.)

Item No. 50.13. Rental charges paid by the Vice Chancellor - reimbursement of-

The Syndicate considered the question of reimbursement of these expenses met by the Vice Chancellor for his stay from the

date of his joining duty till he actually occupied the building taken on rent for his residence i.e. from 11-3-1975 to 29-5-1975 amounting to Rs. 655/- along with the recommendation of the Standing Committee of the Syndicate on Finance and Purchase

Resolved that the amount of Rs. 655/- incurred by the Vice Chancellor for his stay from 11-3-1975 to 29-5-1975 in local guest houses, be reimbursed to him.

(Ad.)

Item No. 50.14. Creation of a post of Dean of Students in this University.

The Syndicate considered the question of appointing a Dean of Students in the University.

Resolved that the Vice Chancellor in consultation with the Standing Committee of the Syndicate on Staff and Establishment be requested to select a suitable person from the teaching staff of the University.

The question of an honorarium could also be examined by the Committee.

(Ac.)

Item No. 50.15. Extension of joining time for research

The Syndicate considered the question of granting extension of joining time for research, to the following candidates.

- 1) Sri. K. S. N. Namboothiripad
Department of Marine Sciences
- 2) Sri. V. K. Rajagopal
Department of Physics
- 3) Sri. A. Balakrishnan
Department of Physics

Resolved that the candidates mentioned above be granted extension of joining time for research till 17-3-1975, 19-3-1975 and 4-4-1975 respectively.

Resolved further that the Heads of Departments be directed to follow the Rules in this regard strictly.

(Ac)

Item No. 50.16. Recognition of Dr. C. S. Gopinatha Pillai as Supervising Guide in the Faculty of Marine Sciences.

The Syndicate considered the question of recognition of Dr. Gopinatha Pillai, Assistant Fishery Scientist, Central Marine Fisheries Research Institute, Cochin as supervising guide in the Faculty of Marine Sciences along with the recommendation of the Dean, Faculty of Marine Sciences.

Resolved that Dr. C. S. Gopinatha Paillai, Assistant Fishery Scientist, Central Marine Fisheries Research Institute, Cochin be recognised as Supervising Guide to guide research work leading to the award of Ph. D Degree in the Faculty of Marine Sciences.

(Ac.)

Item No. 50.17. Reimbursement of medical expenses - sanctioned - ratification of.

Sanction has been accorded by the Vice Chancellor for reimbursing the medical expenses incurred by Sri. Joseph Vadakethala, Lecturer, Department of Law and Sri. K. Narayana Kaimal, Senior Grade Assistant amounting to Rs. 234.76 and Rs. 110.88 respectively.

The Syndicate resolved that the action taken by the Vice Chancellor be ratified.

(Ad.)

Item No. 50.18. Department of Marine Sciences - Diversion of Fund - Ratification of.

Sanction has been accorded by the Vice Chancellor for the diversion of Rs. 50,000/- from Major Head "13 Department of Marine Sciences - B - Plan - 4 Contingencies

Providing Rs- 25,000/- each under the following heads in the current year's budget.

1. 13. Dept. of Marine Sciences - B - Plan - 4 Contingencies
5. Temperature Controlled Equipments.
2. 13. Dept. of Marine Sciences - B - Plane - 4 Contingencies
6. Furniture and Circulation Sea water Fitting.

The Syndicate resolved that the action taken by the Vice Chancellor be ratified.

(Fin.)

Item No. 50.19. Regular programme Fellowships in Marine Science.

Sanction has been accorded by the Vice Chancellor for the nomination of Sri B. Rami Reddi, Lecturer, Department of Marine Sciences, for the award of a UNESCO fellowship for the year 1975-76 and for giving necessary assurance for this purpose as required by the U. G. C.

The Syndicate resolved that the action taken by the Vice Chancellor be ratified.

(Ac.)

Item No 50.20. Ph.D Qualifying Examination in respect of Smt Kuttyamma.

Sanction has been accorded by the Vice Chancellor for nominating an expert to scrutinise the Syllabus for Ph.D Qualifying Examination in respect of Smt. V. J. Kuttyamma under the Faculty of Marine Sciences.

The Syndicate resolved that the action taken by the Vice Chancellor be ratified.

(Exam.)

Item No. 50.21. Categorisation of the non-teaching staff.

The Syndicate considered the question of the categorisation of the non-teaching staff of the University.

Resolved that the item be deferred for detailed study.
(Ad.)

Item No. 50.22. Constitution of the Board of appointment for the selection of Part Time lecturer in Hindi.

The Syndicate considered the panel of experts suggested by the Board of Studies in Hindi for the constitution of the Board of appointment for the selection of a part-time lecturer in Hindi.

Resolved that the expert with Sl. No 4 (failing him No. 6) in the panel suggested by the Board of Studies in Hindi be nominated to the Board of appointment for the selection of part-time Lecturers in Hindi.

(Ad.)

Item No. 50.23. Board of Studies in Electronics and Communication System - constitution of.

The Syndicate considered the constitution of the Board of Studies in Electronics and Communication Systems under the Faculty of Technology.

Resolved that the Board of Studies for Electronics and Communication System under the Faculty of Technology be constituted with the members in the list appended - Appendix III - for a period of three years.

(Ac.)

Item No. 50.24. University Cars - review of present conditions

It was reported by the Pro Vice Chancellor that the condition of one of the University cars ie. KLF 3958 is too bad and that its maintenance has become very uneconomic.

After detailed discussion about the maintenance of the University vehicles, resolved that:-

- a) A new Ambassador Car be purchased immediately.
- b) Car No. 3958 be disposed of by inviting tenders through notification in papers.

c) Car sheds be provided in the residence of the Vice Chancellor and the Pro Vice Chancellor and also in the Hill Palace Campus, to protect the cars from Sun and rain.

d) The repairs of the University vehicles be entrusted with other reputed automobile workshops instead of getting repairs done only by the Government approved workshops.

The meeting came to a close at 2 P. M.

University Buildings,
Tripunithura,
23--7--1975,

FINANCE OFFICER-IN CHARGE

APPENDIX I

Appendix to Item No. 50.05

Rules regarding payment of term fees by Research students.

- 1) The following fees shall be paid at the University Office or remitted into the State Bank of Travancore, Ernakulam/ Trikkakara/Tripunithura to the credit of 'Cochin University current Account'.
- 2) a) **Library fee:** Rs. 15/- (Rupees fifteen) per term for Full time/Part-time students in the Faculty of Social Sciences, Humanities and Law.
- b) **Laboratory fee:** Rs. 25/- (Rupees twenty five)-per term for the students in the Faculty of Sciences, Marine Sciences and Technology.
- 3) All research students working in the Institutions/Departments maintained by the University have to pay the Library/Laboratory Fees to the Departments concerned.
- 4) Full time/Part-time students working in the Institutions, other than University Departments shall pay a sum of Rs.10/- (Rupees ten) per term as term fee to the University. They will be governed by the general fee rules. All the candidates shall pay the prescribed fee irrespective of the fact that they are employees of the University.
- 5) If a student does not register his/her name by paying the prescribed fee within one month of the date of order of the registration, that order shall be deemed to have been cancelled unless he/she has been given special extension of time by the University:
- 6) If a full time/part time student has finished the research work and does not require library/laboratory facilities for completion of his/her thesis, he/she may be exempted from paying the fees on the recommendation of the supervising teacher.

He/she shall pay the term fee of Rs.10/-(Rupees ten) till the date of submission of thesis.

7). The due dates for payment of fees by research students are fixed as follows:-

- a) i) **First Instalment:** Within one month from the date of order sanctioning registration. Fifth working day in November for subsequent years.
- ii) **Second Instalment:** Fifth working day in April
- iii) **Third Instalment:** Fifth working day in July.
- b) The Instalments of fees can be paid with a fine of Paise 25 only on or before the fifteenth working day in November, April and July respectively.
- c) The last date for payment of fees with a fine of Rs. 1.25 shall be the last working day of the month of November, April and July, respectively. If the fee with a fine is not paid before the end of the month in which it is due, the student's name shall be removed from the roll, He/she may however be readmitted by the Head of the Department within one month on payment of all dues together with a readmission fee of Rs. 2/- provided the Head of the Department is satisfied by the reasons for the default.
- d) On the recommendation of the Supervising Guide of the candidate, forwarded by the Head of the Department, Vice-Chancellor may consider the condonation of the delay if the period exceeds one month.
- e) Fellowship due to the research scholars will be withheld once their names are removed from the rolls. But they will be eligible to receive the arrears for the period when they were eligible for the stipend between the date of removal from the rolls and readmission.
- 8) Research students after paying fees should produce the receipt to the Head of the Department/Supervising teachers where they are working for the purpose of making the necessary entries in the fee collection register.

APPENDIX II

Appendix to Item No. 50.07

Modified Regulations for recognition of Institutions other than University Departments.

It shall be competent for the Syndicate to recognise any institution engaged in research or specialised studies as a recognised institution in accordance with the following provisions:

1. An institution seeking recognition of the University shall conform to the standard aims, and objectives of the University and its programmes of teaching and research.
2. It shall submit to the Registrar an application containing the name of Institution, its location and date of its establishment and a statement of its aim and objectives.
3. It shall also submit statements of:-
 - a) Materials in terms of which its programmes are carried out, such as books, Library, equipments, exhibition materials and similar other materials and
 - b) Qualified staff engaged in research activities of the institution.
4. When an application for recognition of any institution, complies with all the requirements specified above and the Syndicate considers it fit so to do, it may, after considering the remarks of the concerned Dean of the Faculty, call for such further information as it may deem necessary from the applicant and appoint a committee for making an enquiry into all matters relevant to the application by visiting the institution and conferring with its officers or other individuals possessing the relevant information concerning the institution,
5. If upon receipt of the further information and the enquiry report, if any, referred to above, the Syndicate thinks fit so to do, it may, by order grant, recognition either wholly or in part, on such terms and conditions and for such periods as may be specified in the order granting the recognition;

6. On the recommendation of the Dean of the concerned Faculty, the Syndicate may from time to time, cause an inspection to be made of a recognised institution by such person or persons as it may authorise on this behalf.

7. If at any time, the Syndicate is satisfied, either on receipt of a report of inspection referred to above or otherwise that any of the terms and conditions imposed on a recognised institution at the time of granting recognition to it, is not fulfilled or complied with or that the institution is otherwise unfit to be continued as a recognised institution, the Syndicate may, by order, withdraw recognition from such institution.

Provided that before making such order of withdrawal of recognition the Syndicate shall by notice afford the Institution concerned an opportunity of making its representation, if any, within 30 days from the date of receipt of the notice and shall record its opinion on any representation so made.

APPENDIX III

Appendix to Item No. 50.23

BOARD OF STUDIES IN ELECTRONICS & COMMUNICATION SYSTEMS

1. Dr. R. P. Shenoy
Director
L. R. D. E.
Bangalore
2. Prof. K. S. Hegde
Secretary
I. S. T. E.
Madras
3. Dr. K. P. Rajappan
Professor of Electronics & Communication Systems
I. I. T.,
Madras
4. Mr. K. P. P. Nambiar
Chairman & Managing Director
K. S. E. D. C.,
Trivandrum
5. Dr. T. C. Sidhan
Chief Electrical Inspector
Government of Kerala
Trivandrum
6. Dr. Srinivasan D
Director
Naval Physical & Oceanographic Laboratory
Cochin-4
7. Head of the Department of Physics
Cochin University

8. Head of the Department of Mathematics
Cochin University (vacant)
9. Dr. V. Kulkarni
Head
Division of Electronics
V. S. S. C., Thumba
Trivandrum
10. Dr. C. P. Kuriakose
Dean, Faculty of Technology
Cochin University
11. Head of the Department of Electronics
Cochin University (Vacant)