

मौलाना आजाद नेशनल उर्दू यूनिवर्सिटी

مولانا آزاد نیشنل اردو یونیورسٹی



MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

MINUTES OF THE 55th MEETING OF THE EXECUTIVE COUNCIL HELD ON SATURDAY, THE 26th DECEMBER, 2015 AT 11.00 A.M. AT UNIVERSITY GUEST HOUSE, MAULANA AZAD NATIONAL URDU UNIVERSITY CAMPUS, GACHIBOWLI, HYDERABAD

MEMBERS PRESENT:

S.No.	Name	Designation
1.	Dr.Mohammad Aslam Parvaiz Vice Chancellor	Chairman
2	Prof. P. F. Rahman Dean, School of Sciences	Member
3	Prof.Syed Mohammed Haseebuddin Quadri Dean, School of Languages, Linguistics and Indology & Finance Officer i/c	Member
4	Prof.Abdul Wahid Dean, School of Computer Science & Information Technology	Member
5	Prof. K. R. Iqbal Ahmed Director, DDE	Member
6	Prof.Siddiqui Mohd. Mahmood Professor, Dept. of Education & Trg. & CoE i/c	Member
7	Prof. S. M. Rahmatullah Registrar i/c	Ex-Officio Secretary

Leave of absence was granted to Prof.H.Khatija Begum, Dr.Najmus Saher and Dr.Mossarat Jahan.

The following discussions were made under Zero Hour:

At the outset, the Vice-Chancellor informed that it was giving immense pleasure to inform the Council that the UGC has accorded its approval to B.A., B.Sc. and all P.G. courses being offered under distance mode by the Directorate of Distance Education (DDE) for the year 2015-16. The Registrar informed that by the rigorous efforts of the Vice-Chancellor, the University was able to get the approval of the UGC for the

above distance mode courses and thousands of the students would be benefitted throughout the country.

The Executive Council congratulated the Vice-Chancellor for getting the approval of UGC for the above distance mode courses and placed on record its appreciation for the efforts made by the Vice-Chancellor to get these courses approved by UGC.

55.1 Confirmation of the minutes of 54th Meeting of the Executive Council held on 19.11.2015

The Registrar informed that the minutes of the meeting were circulated among the members. Prof.Syed Mohammed Haseebuddin Quadri has suggested that para-1 of Item No.54.2(1) of Minutes of the last EC meeting may be modified in the following manner :

“The Finance Officer explained the salient features of the Audited Annual Accounts of the University for the year 2014-2015. He informed that the Audited Annual Accounts and Audit Certificate was placed before the Finance Committee at its 28th meeting held on 18.11.2015 and the FC approved the Audited Annual Accounts for the year 2014-15. However, it advised the University to initiate suitable mechanism for conducting annual physical verification of assets and inventory”.

The Executive Council agreed to modify para-1 of Item No.54.2(1) of Minutes of the last EC meeting which shall be read as mentioned above. With the above modifications, the EC confirmed the Minutes of its 54th Meeting held on 19.11.2015.

55.1(2) Action Taken Report on the decisions taken by the EC at its 54th Meeting

The Registrar informed that the last meeting of the EC was emergent meeting and actions have been taken on the decision taken by it. He said that the Annual Report and Annual Accounts of the University for the year 2014-2015 have been submitted to Ministry of Human Resource Development, New Delhi and the same have been placed before the Parliament. He added that necessary application has been made for registration under Foreign Contribution Regulation Act (FCRA), 2010.



55.2 Items for Reporting / Ratification

55.2(1) *Appointments of Heads of various Departments*

The Executive Council noted and ratified the appointment of the following faculty members as Heads of Departments as per the provision of Statute-8 :

S. No.	Name of the Faculty	Department	Duration	Effective date
1	Prof. Badiuddin Ahmed, Professor, Dept. of Commerce	Commerce	3 years or until further orders whichever is earlier	15.06.2015
2	Dr. Khalid Mubahsir-uz-Zafar, Associate Professor, Dept. of Translation	Hindi	w.e.f 23.9.2015 to until further orders	23.09.2015
3	Dr. Shahida Associate, Professor, Dept. of Women Education	Women Education	3 years or until further orders whichever is earlier	06.10.2015

It was noted that Dr.Khalid Mubashir-uz-Zafar was appointed as Head i/c, Dept. of Hindi as stop gap arrangement as Prof. Shakeela Khanam, Professor & Head Dept. of Hindi has been repatriated to her parent institution BRAOU on completion of deputation period and her parent department did not extend her deputation period.

After discussions the Executive Council requested the Vice-Chancellor to appoint a suitable person as Head, Dept. of Hindi as early as possible as the appointment of Dr.Khalid Mubashir-uz-Zafar as Incharge Head of the Dept. was a temporary administrative arrangement.

55.2(2) *Appointment of Dean-Academic*

The EC was informed that Prof. Syed Najamul Hasan, Professor & Head, Department of Mathematics was appointed as Dean - Academic initially for a period of one year as he was on probation period. He joined MANUU as Professor, Mathematics by taking lien from Osmania University. After confirmation of his services he was again appointed as Dean-Academic for a period of three years w.e.f 18.11.2015 or until further orders whichever is earlier.



After discussions the Executive Council ratified the appointment of Prof. Syed Najamul Hasan as Dean – Academic and it was decided that his three year period of appointment as Dean-Academic shall be considered from the date of initial appointment i.e. 18.11.2014 instead of 18.11.2015.

55.2(3) Dr. Sajid Jamal, Associate Professor, CTE Asansol permitted to join AMU, Aligarh with retention of Lien for one year

The EC noted and ratified the action taken for sanctioning one year lien to Dr. Sajid Jamal, Associate Professor, College of Teacher Education Asansol on his substantive post w.e.f. 8.5.2015 (AN) following his appointment as Professor-Education, Aligarh Muslim University, Aligarh.

55.2(4) Dr. Satish Kumar, Assistant Professor, DDE permitted to join Rajiv Gandhi University Arunachal Pradesh with retention of Lien for one year

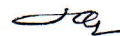
The EC noted and ratified the action taken for sanctioning one year lien to Dr. Satish Kumar, Assistant Professor, Directorate of Distance Education on his substantive post w.e.f. 05.08.2015 (AN) following his appointment as Associate Professor-Education in Rajiv Gandhi University, Doimukh, Arunachal Pradesh.

55.2(5) Extension of Lien /EOL for one more year to Dr. Muzafar Hassan, Principal, Model School Darbhanga

It was informed that Dr. Muzafar Hassan, Principal, Model School Darbhanga was initially sanctioned Lien / EOL for a period of one year w.e.f 03.12.2014 following his appointment as Principal, Sr. Secondary School, Jamia Millia Islamia, New Delhi. On completion of one year period of Lien on 02.12.2015 he has requested to grant extension in Lien / EOL for one more year. Accordingly, his request was considered and he was granted extension in Lien / EOL for a further period of one year w.e.f 03.12.2015. The EC noted the same and ratified the action taken.

55.2(6) Relieving of Prof. Amena Kishore, Professor (Chair), M.A.K. Azad Chair

It was informed that on the request of Prof. Amena Kishore, Professor (Chair) Maulana Abul Kalam Azad Chair she was relieved from the post w.e.f 30.11.2015 and the Registrar i/c is looking after the work of the Chair till alternate arrangements are made.



55.2(7) To ratify the actions taken by the Academic Council at its 1st 2nd 3rd 14th and 23rd meetings concerning to academic matters

The Registrar brought to the notice of the Executive Council that the Minutes of the Academic Council 1st, 2nd, 3rd, 14th and 23rd meetings held on 20.6.2002, 19.6.2004, 31.03.2005, 20.8.2009 and 27.1.2015 wherein decisions relating to starting of various courses, establishment of new departments, centres, etc. have been taken, but these minutes could not be referred to the Executive Council for ratification. The Registrar has given the details contained in the minutes of the above five meetings of the Academic Council. He said that in the 14th Academic Council meeting held on 20.8.2009 the regulations for admission to M.Phil and Ph.D. programme were approved with certain amendments.

After discussing the matter at length, the EC ratified the actions taken in the light of the decisions taken in the 1st, 2nd, 3rd & 23rd meetings of the Academic Council held on 20.6.2002, 19.6.2004, 31.03.2005 and 27.1.2015. As regards the decision taken by the Academic Council at its 14th meeting held on 20.8.2009 relating to the regulations for admission to M.Phil and Ph.D. programmes it was decided to defer the matter to further examine/study the old and new regulations of M.Phil and Ph.D. programmes. The Dean Academic will be requested to examine/study the old and new regulations of M.Phil and Ph.D. programmes and submit his report to the Registrar for taking necessary action in the next EC meeting.

After deliberations it was resolved that the decisions/recommendations of the Academic Council meetings shall invariably be placed in the Executive Council for consideration/ratification.

55.2(8) To report letter received from UGC regarding change in the Status of Regional Centres and Sub-Regional Centres

The Registrar informed that the Executive Council at its 43rd meeting held on 20.02.2013 resolved to close down the Sub-Regional Centre, Chandni Chowk and authorized the Vice-Chancellor to shift the SRC to any suitable place in the country where there was real need. He said that it was also decided that in cases of Study Centres located at Hajipur, Chapra, Siwan, Araria, Purnea, Katihar and Kishanganj in Darbhanga may be shifted to Regional Centre, Patna as RC, Darbhanga having less strength of students and the Regional Centre, Darbhanga shall be converted into Sub-

Regional Centre to facilitate proper administration and maintenance. He said that the final decision rests with the Vice-Chancellor after getting full report from the DDE. He further informed that the Executive Council further resolved to upgrade the Sub-Regional Centre, Hyderabad to Regional Centre, Andhra Pradesh, Hyderabad.

He said that the UGC was informed about the decisions taken by the Executive Council vide our letter dated 30.07.2014. It was also mentioned in the letter that the University has changed the status of the Regional Centers/Sub-Regional Centers without changing the actual strength of Regional Centers/Sub-Regional Centers sanctioned/approved by UGC.

The Registrar further informed that the UGC vide its letter dated 02.09.2014 has informed that the decision of the University to upgrade one of the Sub-Regional Centre at Hyderabad to Regional Centre at Hyderabad is a creation of new Centre and not a change of status of Centre, which is not under the purview of MANUU. Further, when the Headquarter of the University exists in the Hyderabad, there was no justification to establish the Regional Centre at Hyderabad. Accordingly, the decision to change the status of Regional Centre to Sub-Regional Centre was not under the purview of power of University and needs the prior approval of Central Government in view of the Clause 5(ix) of the Act of the University.

The Registrar informed that the Sub-Regional Centre, Chandni Chowk has been closed down and the staff appointed for the SRC have been shifted to other places where there was requirement. He said that the EC had authorized the Vice-Chancellor to shift SRC, Chandni Chowk to any suitable place in the country where there is real need, a decision in this regard is not yet taken.

Prof.K.R.Iqbal Ahmed, Director, DDE informed that one of the Sub-Regional Centre, Sambhal had also been closed down as the response of admissions was poor. He said that the staff sanctioned for the SRC, Sambhal have also been shifted to other places where there was requirement. He said that the Sub-Regional Centre sanctioned for Sambhal may also be shifted in any suitable part of the country where is pre-dominant Urdu population. He suggested that any suitable District of Kerala State or Belgaum, Karnataka may be considered for shifting of the SRC. The EC noted the suggestion

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of Prof.K.R.Iqbal Ahmed and authorized the Vice-Chancellor to take a suitable decision in this regard.

Prof.Siddiqui Mohd Mahmood informed that the NCTE would not accord its approval for running B.Ed., M.Ed. courses at various CTEs of the University without having own building. He said that we are running all the CTEs (except Darbhanga) in the rented buildings and necessary action may be initiated to construct our own buildings on the lands allotted to the University to house the CTEs, otherwise we may not get the approval of NCTE. He added that the University had already given undertaking that we would shift the Colleges in the own buildings. The Registrar has informed that the University has already submitted proposals to the UGC for the sanction of additional grants for the development of infrastructure in off campuses and sanction is still awaited. It was resolved to undertake this work after the sanction and release of additional grants from the UGC.

55.3 Items for Consideration

55.3(1) Extension in the services of Dr. Mohd. Shahid and Mr. Joseph Alugula, Asst. Professors of Residential Coaching Academy

The Registrar informed that the UGC vide its letter dated 10.09.2013 accorded approval for continuation of Residential Coaching Academy upto the end of XII Plan i.e. 31.03.2017. On the recommendations of the Selection Committee Mr.Josph Alugula was appointed as Asst. Professor, Residential Coaching Academy under SC category initially for a period of one year w.e.f 18.09.2014. The one year term was concluded on 17.09.2015. He said that the Director RCA recommended his extension and the then Vice-Chancellor has accorded approval for extension of six months term w.e.f 18.9.2015 or till the next meeting of the Executive Council whichever is earlier. Similarly, on the recommendations of the Selection Committee Dr. Mohd. Shahid was appointed as Asst. Professor, Residential Coaching Academy under un-reserved category initially for a period of six months w.e.f 16.02.2015. The six months term was concluded on 15.08.2015. The Director RCA recommended his extension and the then Vice-Chancellor has accorded approval for further extension of six months w.e.f 16.08.2015 or till the next meeting of the Executive Council whichever is earlier.



It was resolved to extend the services of Dr.Mohd.Shahid and Mr.Joseph Alugula, Assistant Professors, Residential Coaching Academy till the end of the academic session of the current academic year 2015-16 or until further orders whichever is earlier with effect from the date of EC meeting i.e. 26.12.2015.

55.3 (2) To consider the report of the Inquiry Officer appointed to enquire into the charges levelled in the charge-sheet against Dr.Abdul Quayum, Associate Professor, Dept. of Political Science & Public Admin. (under suspension)

The Executive Council noted the details of the disciplinary case initiated against Dr.Abdul Quayum, Associate Professor (under suspension), Dept. of Pol Sci. & Pub. Admin. and considered the report of the Inquiry Officer wherein charges 1 to 3 have been proved. The EC also noted that inspite of forwarding copy of the report of the Inquiry Officer for offering comments, Dr.Abdul Quayum did not offer his comments. The EC felt that it was apparent that the offences committed by Dr.Abdul Quayum have been proved. The EC unanimously resolved that in order to maintain discipline in the University there is a need to take stern action against Dr.Abdul Quayum and he should not be let scot-free.

The Executive Council after considering all the relevant factors, has resolved to revoke the suspension of Dr.Abdul Quayum, Associate Professor, Dept. of Public Administration and Political Science with effect from the date of issue of the order and impose the following penalties on him :

- i) Stoppage of 5 (five) increments with cumulative effect;
- ii) He should not be considered for any promotion for the next five years from now. His conduct shall be reviewed after one year by the Executive Council and if found satisfactory, the penalties imposed would be reviewed.

55.3(3) To consider amendment of Clause I & III of PADASH Regulations

The Vice-Chancellor brought to the notice of the EC that the title given in Clause-I as PADASH in the PADASH Regulations is not as per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. Thus, the nomenclature of PADASH needs to be changed. He said that similarly the composition of the internal complaints committee framed under Clause-III(f) of the

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Regulations needs to be reviewed in the light of the composition stipulated in the Act. The composition of Internal Complaints Committee as stipulated in the Act and vis-à-vis the composition of internal complaints committee as defined in PADASH regulations are as follows:

(I)

S#	Composition given under Section-4 of the Act for constitution of Internal Complaints Committee	S#	Composition of Internal Complaints Committee defined in PADASH regulations
A)	A Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees	A	Chairperson, Women Professor or Associate Professor or Senior Functionary of MANUU;
B)	Not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge	B(i)	Two Faculty Members (at least one woman);
		B(ii)	Two Members of Non-Teaching Staff one of them should be woman. Senior of them would be Convenor;
C)	One member from amongst non-governmental organizations or associations committee to the cause of women or a person familiar with the issues relating to sexual harassment	C)	One representative of an NGO having specialized in empowerment of women in general and addressing workplace sexual harassment in particular or a person with legal background.
	---	D)	A person who is familiar with labour, service, civil or criminal law.
	---	E)	Any two members of the committee may be re-nominated to the next committee to make the proceedings of the committee more coherent and consistent
	---	F)	Any other member/s nominated by the Vice-Chancellor.

The Vice Chancellor informed that the Members of Internal Complaints Committee stipulated in PADASH regulations relating to (A), (B)(i) & (ii), & (C) are as per the composition stipulated in the Act. However, the Members defined at (D) (E) and (F) in composition of PADASH Regulations are not in consonance with the Act. The Regulations and composition of Internal Complaints Committee should be as per the letter and spirit of the Act.



Therefore, the Executive Council resolved to change the nomenclature of PADASH as "Internal Complaints Committee" (Sexual Harassment of Women at Workplace).

It was also resolved to reconstitute the Internal Complaints Committee according to the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

55.3(4) To consider appointment of Pro-Vice Chancellor of MANUU

The Vice-Chancellor informed that a Pro-Vice Chancellor may be appointed in the interest of the smooth functioning of academic and administrative work of the University. He said that while retaining the two names as suggested by the then Vice Chancellor in three persons panel in the EC meeting held on 04.05.2013 for appointment of the Pro-Vice Chancellor he would like to add one more name in the panel. The final three names are as follows :

- 1) Prof.Muhammad Iqbal, Professor & Head, Dept. of Botany, Jamia Hamdard, New Delhi
- 2) Prof.Najma Akhtar, Professor & Head, NEUPA, New Delhi
- 3) Prof.S.M.Sajid, Professor, Dept. of Social Work, Jamia Millia Islamia, New Delhi

The Executive Council authorized the Vice Chancellor to make selection and appoint a person as Pro-Vice Chancellor of MANUU out of the above panel of names.

55.3(5) To consider nomination of two persons not in the service of the University nominated by Executive Council in the Selection Committees for the appointment for the posts of Registrar and Finance Officer

It was informed that the University has notified the posts of Registrar and Finance Officer vide Employment Notification No.35/2015 dated 31.03.2015. It is proposed to convene the Selection Committee meetings for the above posts. As per the composition of the Selection Committees for these posts as stipulated under Statute 19(1)(2) of the University Act one person not in the service of the University is to be nominated by EC for each Selection Committee. The matter is placed before the EC for consideration of nomination of two persons not in the service of the University for the Selection Committees.



The Executive Council authorized the Vice Chancellor to nominate two persons not in the service of the University in the Selection Committees for the posts of Registrar and Finance Officer.

55.4 Any other item with the permission of the Chair.

55.4(1) *To review the decision taken by the EC regarding unauthorized absence of Dr.Gulfishan Habeeb, Associate Professor, DDE from 06.01.2014 to 22.01.2014*

It was informed that the Executive Council at its 48th meeting held on 02.07.2014 decided that the absence of Dr.Gulfishan Habeeb, Associate Professor, DDE from duties from 6.1.2014 to 22.1.2014 should be considered as unauthorized absence and her performance should be watched for one year to review the decision.

A report has been called from the Director, DDE. In the report the Director, DDE informed that the performance and conduct of Dr.Gulfishan Habeeb during the last year was very good.

After consideration of the report of the Director, DDE and all other relevant factors, the Executive Council reviewed its decision taken at its 48th meeting held on 02.07.2014 relating to unauthorized absence of Dr.Gulfishan Habeeb, Associate Professor, DDE from duties from 6.1.2014 to 22.1.2014. It was resolved to sanction Earned Leave to Dr.Gulfishan Habeeb from 6.1.2014 to 22.1.2014 and the earlier decision to treat her absence during this period as unauthorized absence, stands withdrawn. The EC directed that she should be communicated that in future she should not proceed on leave without prior approval of the competent authorities.

55.4(2) *To consider introduction of Urdu Proficiency course to the non-Urdu knowing teaching and non- teaching staff members of the University*

The Vice-Chancellor informed that it is proposed to introduce Urdu Proficiency course for those teaching and non-teaching staff members who are not having proficiency in Urdu language. He said that the Dept. of Urdu is prepared to run this course for the benefit of the staff members of the University. However, those faculty and staff members who have studied Urdu as a subject at SSC, +2 or Graduation level are exempted from passing the Urdu Proficiency course. He said that the purpose to

introduce this course is that our teaching and non-teaching staff members should have proficiency in Urdu in order to teach and work in Urdu and fulfil the mandate of the University. He said that the timings of the course would be fixed as per the convenience of teaching and non-teaching staff members and would be decided in consultation with Head, Dept. of Urdu and other concerned officials.

The Executive Council resolved to introduce Urdu Proficiency course for those teaching and non-teaching staff members who are not having proficiency in Urdu language. Those faculty and staff members who have studied Urdu as a subject at SSC, +2 or Graduation level are exempted from passing the Urdu Proficiency course.

55.4(3) To consider amendment in the qualifications for the post of Assistant under Ordinance No.3

The Executive Council has discussed and reviewed its decision taken at its 48th meeting held on 02.07.2014 relating to the amendment in the qualification for the post of Assistant.

After discussion Executive Council resolved to amend the qualifications concerned with percentage of marks at the UG level, experience and age only while retaining the other qualifications as it is for the post of Assistant. The amendments concerned with marks, experience and age are as follows:

Qualifications, Experience for the post of Assistant	Amendment
1. A Bachelor's Degree with atleast 55% marks. 2. 3 years experience as UDC or equivalent level in State/Central /Universities. Age: 32 years.	1. A Bachelor's Degree with atleast 50% marks. 2. 3 years experience as UDC or equivalent level in State/ Central /Universities/other organizations, etc. Age: Preferably 32 years.



55.4(4) To consider conduct of 6th Convocation of the University

Prof.Siddiqui Mohd. Mehmood, CoE i/c informed that the 6th Convocation of the University may be conducted to confer degrees to the students of various courses. He said since more than two years no Convocation has been conducted as the last 5th Convocation was held on 24th July, 2013.

After discussions it was resolved to conduct the 6th Convocation of the University in March, 2016. A few names of the dignitaries to be invited in the Convocation were discussed by EC and it was decided that the Hon'ble President of India should be invited in the next Convocation. The EC also authorized the Vice-Chancellor to invite the dignitaries in the Convocation as he may deem fit as per their convenience.

55.4(5) Placing on record the services rendered by Prof.S.M.Rahmatullah, Dean, School of Arts and Social Sciences in the capacity as Registrar of the University

Prof.P.F.Rahaman, Dean, School of Sciences proposed that the services of Prof.S.M.Rahmatullah for rendering the services in the capacity as Registrar of the University may be placed on record and appreciated.

The Executive Council placed on record its appreciation for the remarkable and dedicated services rendered by Prof.S.M.Rahmatullah, Dean, School of Arts and Social Sciences in the capacity as Registrar and his contribution for the development of the University.

The meeting concluded at 1.30 p.m with a vote of thanks to the Chair.


Registrar i/c
Ex-Officio Secretary