



श्री माता वैष्णो देवी विश्वविद्यालय
Shri Mata Vaishno Devi University
SUB POST OFFICE – 182320, J & K.

MINUTES OF THE 12TH MEETING OF THE ACADEMIC COUNCIL HELD ON THE 09TH OF NOVEMBER 2009 IN
THE CONFERENCE HALL OF THE MAATRIKA AUDITORIUM

PRESENT

- | | |
|--|-------------------|
| 1. Prof. N.K.Bansal
Vice Chancellor | Chairman |
| 2. Prof. Lalit Mangotra
Ex-Head, Deptt. of Physics, Jammu University | Ex-Officio Member |
| 3. Prof. G.S.Sambyal
Ex-Head, Deptt. of Computer Science Engineering, Jammu Univ. | Ex-Officio Member |
| 4. Prof. Suresh Chandra
Dean of Students | Ex-Officio Member |
| 5. Mr. Subrata Deb
Librarian, SMVDU | Ex-Officio Member |
| 6. Prof. M.L.Garg
Dean, College of Engineering, SMVDU | Ex-Officio Member |
| 7. Prof. (Dr.) V.Verma
Dean, College of Sciences, SMVDU | Ex-Officio Member |
| 8. Prof. R. S. Mishra
Dean, College of Humanities & Social Sciences | Ex-Officio Member |
| 9. Prof. R.K.Abrol
Director, School of Electronics & Communication Engineering | Ex-Officio Member |
| 10. Prof. C.L.Razdan
Director, School of Architecture & Landscape Design | Ex-Officio Member |
| 11. Prof.A.S.Sudan
Director, School of Mechanical Engineering | Ex-Officio Member |
| 12. Dr. V.K.Bhat
Director, School of Mathematics | Ex-Officio Member |
| 13. Dr. (Mrs.)Vandhana Sharma,
Director I/c, School of Languages | Ex-Officio Member |
| 14. Dr. Supran Sharma
Director I/c, School of Business Economics | Ex-Officio Member |
| 15. Mr. Rakesh Sharma
Director I/c, School of Infrastructure Technology
& Resource Management. | Ex-Officio Member |
| 16. Dr. Sunil Giri
Director, School of Business | Ex-Officio Member |
| 17. Ms. Roop Avtar Kaur, IFS
Registrar, SMVDU | Secretary |
- Prof. Balakrishnan could not participate in the meeting.*

Hon'ble Vice Chancellor welcomed all members to the Twelfth Meeting of the Academic Council. He thanked Prof. Lalit Mangotra and Prof. G.Sambyal, for taking out time from their busy schedule to attend the meeting, at such short notice.

He then started the proceedings of the meeting.

Agenda Item

2.1 Creation of Posts of Non-Teaching Staff for specific purposes.

In the 7th & 8th meeting of Executive Council held on 14-02-2005 and 24-11-2005 respectively and in pursuance to the earlier meetings of Executive Council, 201 Non-Teaching positions were created by the Executive Council for various kinds of jobs in the University. Of these 106 posts have been filled by the University so far and 95 are lying vacant.

The Annual financial implication of the posts [95] lying vacant is Rs. 2,50,44,072 /- . However, *the Academic council resolved to abolish the following 05 posts* since they are not required in the present set up.

1. Director, IT [Pay Band Rs. 37400-67000 with GP Rs. 9000/-] - One post
2. Project Engineer [consolidated salary] - One post
3. Assistant IT Officer [Pay Band Rs.15600-39100 with GP Rs. 6000/-] – One post
4. Assistant Director Physical Education [Rs.15600-39100 with GP Rs. 6000/-] – One post
5. Catering Manager [Rs. 5200-20200 with GP Rs. 2800/-]– One post

The abolition of the above five posts would save the University Rs. 28,94,976/- annually.

The Council opined that in the current scenario there is a need to restructure the posts according to the jobs to be performed. It was therefore, resolved to get the following posts [56 in No] created, their financial implication being well within the already approved budget;

1. Deputy Medical Officer : (02 Nos.) One reserved for Lady Doctor in the Pay Band of Rs. 9300-34800 with GP Rs. 4200/-.
2. Staff Nurse : (02 Nos.) in the Pay Band of Rs. 5200-20200 with GP Rs. 2800/-.
3. Pathology Assistant : (01 No.) in the Pay Band of Rs. 9300-34800 with GP Rs. 4200/-.
4. Assistant Training & Placement Officer : (01 No) in the Pay Band of Rs. 15600-39100 with GP Rs. 7600/-.
5. Library Assistants : (05 Nos) in the Pay Band of Rs. 5200-20200 with GP Rs. 2800/-
6. Light & Projection Operator : (02 Nos) in the Pay Band of Rs. 5200-20200 with GP Rs. 2800/-
7. Webmaster : (01 Nos) in the Pay Band of Rs. 5200-20200 with GP Rs. 2400/-
8. Air Conditioning/Refrigeration Technician : (01No.) in the Pay Band of Rs. 5200-20200 with GP Rs. 1900/-
9. Helper Plumber : (02 Nos.) in the Pay Band of Rs. 4440-7440 with GP Rs. 1300/-
10. Helper Electrician : (02 Nos.) in the Pay Band of Rs. 4440-7440 with GP Rs. 1300/-
11. Helper Carpenter : (02 Nos.) in the Pay Band of Rs. 4440-7440 with GP Rs. 1300/-
12. Hostel Caretakers : (06 nos) on consolidated Salary.
13. Junior Assistants : (15 Nos) in the Pay Band of Rs. 5200-20200 with GP Rs. 1900/-

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| 14. Public Relations Officer cum Business Manager | : | (01 No) in the Pay Band of Rs. 9300-34800 with GP Rs. 4200/- |
| 15. Senior Technical Assistants | : | (02 Nos) in the Pay Band of Rs. 9300-34800 with GP Rs. 4200/- |
| 16. Technical Assistants | : | (02 Nos) in the Pay Band of Rs. 9300-34800 with GP Rs. 4200/- |
| 17. Laboratory Assistants | : | (08 Nos) in the Pay Band of Rs. 5200-20200 with GP Rs. 2800/- |
| 18. Assistant (Horticulturist Services) | : | (01 No) in the Pay Band of Rs. 9300-34800 with GP Rs. 4200/- |

The specific requirement under the various clusters is given as under :-

1. **Medical Aid Centre** : The Medical Aid Centre of the University started with a small dispensary for providing immediate medical help / assistance and has been expanded considerably to cater to the needs of 1450 students, 100 faculty members & other staff members residing at the Campus. The medical aid centre is round the clock facility with indoor / outdoor facilities. The medical aid centre with its expansion has included within itself, patients ward, pathology lab and other medical facilities so that quality medical help / assistance is provided at the Campus itself. Overall we have one sanctioned position of Medical Officer which has already been filled. In order to provide round the clock medical facilities at the Medical Aid Centre and to cater to the requirements of the persons staying in the Campus, the following categories of medical / para medical staff are required :-
 - a) Deputy Medical Officer : (2 Nos.) One reserved for Lady Doctor in the Pay Band of 9300-34800 with GP Rs. 5400/-.
 - b) Staff Nurse : (2 Nos.) in the Pay Band of 5200-20200 with GP Rs. 2800/-.
 - c) Pathology Assistant : (1 No.) in the Pay Band of 9300-34800 with GP Rs. 4200/-.

2. **Training & Placement Wing** : The University has established Training & Placement Wing for facilitating the placement of the students after they graduate from the University. Besides the training & placement wing also includes within itself **Corporate Relations & Scientific Research Division**, which is headed by the Training & Placement Officer. Corporate Relations & Scientific Research Division is instrumental in facilitating research & development, consultancy projects, preparation of research proposals, receiving grants under the various projects from external agencies etc. So far we have one post of training & placement officer. With the strength of students nearly 1450 in the current Academic session and also with an increase in number of research projects being undertaken by the faculty members and sanctioned by various Government / Non-Government Organizations, there is need to create one additional post of Assistant Training & Placement Officer in the Pay Band of Rs. 15600-39100 with GP Rs. 7600/-.

3. **Central Library** : The Central Library at SMVD University is near completion. In addition one Library is proposed to be established in each of the 13 Schools. Each of these Libraries is a vital component of learning and dissemination of knowledge concerning their subject among their students. Therefore for the smooth functioning of the various Libraries, specific trained staff well versed in Library Science is required. Presently we have one sanctioned post of Deputy Librarian & one sanctioned post of Assistant Librarian. In addition we have got 04 sanctioned posts of Library Assistants. The existing sanctioned strength of Library professionals is therefore too meager for the purpose, therefore there is an urgent requirement for creating of 05 additional posts of Library Assistants in the Pay Band of Rs. 5200-20200 with GP Rs. 2800/- for the smooth functioning of the libraries.

4. **Light, Projection and Sound Systems** : Most modernized light, projection and sound systems have been installed in University Auditorium making it one of the best constructed Auditoriums in the Country. For effective functioning, handling & maintenance of these Light, Projection and Sound Systems, there is a requirement of specialized personnel's to handle / maintain the various equipments. In view of the above, this is an urgent need to create 02 nos. of posts of Light & Projection Operator to operate, up-keep & maintain Light, Projection & Sound Systems at the University Auditorium.
5. **Website** : The website of the University is the interface of the University with the outside world and is a channel / link of the University to people all over the world who can visit the University through its Website and know about it On-line. For regular up-gradation & Up-dating of the website and regular monitoring thereof, there is a need to create one post of Webmaster in the Pay Band of Rs. 5200-20200 with GP Rs. 2400/-
6. **Estates & Maintenance** : As a result of the creation of vast infrastructure, there is also a need for proper maintenance of infrastructure (both offices & residential units) and this duty is performed by Estates Wing which also takes-up the minor civil works as performance of its duties. Maintenance staff is present round the clock and ensures un-interrupted electricity & water supply, repairs & maintenance and other allied activities for smooth functioning of the University. In order to strengthen the Estates Wing the following posts of support staff need to be created : -
- a) Air Conditioning/Refrigeration Technician : 1 No. in the Pay Band of Rs. 5200-20200 with GP Rs. 1900/-
 - b) Helper Plumber : 2 Nos. in the Pay Band of Rs. 4440-7440 with GP Rs. 1300/-
 - c) Helper Electrician : 2 Nos. in the Pay Band of Rs. 4440-7440 with GP Rs. 1300/-
 - d) Helper Carpenter : 2 Nos. in the Pay Band of Rs. 4440-7440 with GP Rs. 1300/-
7. **Hostels** : Presently there are 06 Nos. of Hostels (both Boys & Girls) in the University Campus having nearly 1450 students who are residing at the Campus. For effective maintenance, up-keep & maintaining of inventory / stores of these hostels, the University needs to have qualified & experienced personnel to be engaged as Hostel Caretakers to maintain the proper up-keep of Hostels and records of Furniture & Fixtures thereof, besides maintaining discipline among the students. For the purpose, there is a need to create 06 posts of Hostel Caretakers who shall be paid a suitable consolidated Salary & shall be engaged on yearly basis.
8. **Offices & Server Room** : Each of School of Study has within itself an office of the Dean & office of the Director. Besides there are other offices / units for administration of the various School / Colleges and the Administrative Block which has within itself the Office of the Vice Chancellor, Registrar, University Engineer, Finance Officer etc.. So far we have sanctioned strength of 10 Junior Assistants and there is additional requirement of 15 Nos. of more posts of Junior Assistants for the smooth functioning of various Offices at the University in the Pay Band of Rs. 5200-20200 with GP Rs. 1900/-.
9. **Public Relations Officer cum Business Manager** : For the smooth functioning of Public Relations Office of SMVD University located at Jammu, One post of Public Relations Officer cum Business Manager is required to be created in the Pay Band of Rs. 9300-34800 with GP Rs. 4200/-
10. **Senior Technical Assistants, Technical Assistants & Laboratory Assistants** : With the opening of new Schools of Study, additional laboratories have also been opened for imparting scientific education in the various laboratories in disciplines of Physics, Bio-Technology, Electronics & Communication Engineering, Computer Science Engineering, Mechanical Engineering, Architecture & others. At present we have sanctioned strength of 08 Nos. of Senior Technical Assistants in the Pay

Band of Rs. 9300-34800 with GP Rs. 4200/-, 08 Nos. of Technical Assistants in the Pay Band of Rs. 9300 34800 with GP Rs. 4200/-, & 12 Nos. of Laboratory Assistants in the Pay Band of Rs. 5200-20200 with GP Rs. 2800/-, which have already been filled. Therefore there is an additional requirement of 02 Nos. of Senior Technical Assistants, 02 Nos. of Technical Assistants and 08 Nos. of Laboratory Assistants for the effective handling of the various equipments / machineries installed in the laboratories. The additional strength is also required since two new courses M.Tech in Computer Science Engineering and M.Sc. in Physics (both full time courses) shall be starting soon.

The monthly financial implication of the posts lying vacant viz-à-viz number of posts required is here under :-

Annual financial implication of the posts vacant [95] (this includes the 06 nos. of posts recommended for abolition)	= Rs. 2,50,44,072.00/-	} Approx.
Annual financial implication of number of posts required	= Rs. 1,31,66,004.00/-	

Therefore, *the monthly financial implication after creation of additional posts is almost half of the financial implication of the number of posts lying vacant at present and therefore no additional financial liability shall arise at the moment.*

The Council recommended the creation of 56 Non-Teaching positions as detailed above, for ratification to the Executive Council.

Agenda Item

12.2 Proposal for the creation of Board of Studies in School of Physics.

The Council approved the proposal for the creation of Board of Studies in the School of Physics comprising of the following members;

1. Director of the School of Physics.
2. All faculty members of the School of Physics.
3. Four External Experts in various subjects;
 - a. Prof. Lalit Mangotra, University of Jammu [Material Science]
 - b. Prof. P.N.Kotru, University of Jammu [Material Science]
 - c. Prof. P.K.Bhatnagar, University of Delhi [Electronics]
 - d. Prof. U.P.Verma, Gwalior University [Computational Physics]

The members at Serial No.3 shall hold office for a period of three years from the date of its constitution.

The Academic Council, however, opined that every School should have a Board of Studies with its Director as the Chairman.

Agenda Item

12.3 Proposal for the creation of Board of Sports & Student Welfare.

The Council approved the proposal for the creation of Board of Sports and Student Welfare in the University comprising of the following members;

1. Vice Chancellor *Chairman [Ex-Officio]*
2. Deans of Colleges
 - a) Prof. M.L.Garg, College of Engineering
 - b) Prof. R.S. Misra, College of Humanities & Social Sciences
 - c) Prof. V.Verma, College of Sciences
3. Two [02] persons at least one of whom shall be a women, not connected with the University, interested in Sports and Student Welfare activities;

- a) Mr. Mohinder Kumar Verma
Coordinator, Sports Authority of India, J&K.
 - b) Ms. Krupali Singh, Arjuna Awardee
Gymnastics Coach, J&K Sports Council.
4. Registrar Secretary [Ex-Officio]
 5. Dean of Students Joint Secretary [Ex-Officio]
 6. Director, Physical Education
 - a) Mr. Sumanta S Sharma, I/c. Sports
 7. Three [03] nominees of the Council of Student Affairs, of whom at least one shall be a girl;

a) Mr. Gaurav Modi	2006EBT26	B.Tech[IBT] 8 th Sem
b) Ms. Sonam Manhas	2006ECS60	B.Tech[CSE] 8 th Sem
c) Ms. Urvashi Baloria	2006EBT13	B.Tech[IBT] 8 th Sem

All members, other than ex-officio, shall hold office for a period of three years. The Nominees of the Council of Student Affairs shall however, be members of the Board of Sports and Student Welfare for a period of one academic year only.

Agenda Item

12.4 Proposal for providing incentives to scientists for doing research.

The Council appreciated the novel idea, but decided to defer its decision on the proposal in its present form. The members opined that a detailed proposal which can balance both Teaching & Research should be placed before the Council for consideration.

Agenda Item

12.5 Creation of Faculty Positions.

The Vice Chancellor informed the members that the total teaching hours per week in the University are 1950 at present and these are likely to increase in the next Academic Session 2010-11, when some new courses shall be started.

Maintaining the average teaching hours of one faculty member to be 15, at least 130 faculty positions are required at present in the University, however only 101 are recruited.

Moreover, as per the norms of University Grants Commission every School of study should have a minimum Faculty strength of 01 Professor / Associate Professor, 03 Assistant Professors / Readers and at least 06 Lecturers.

In various Academic Council and Executive Council meetings, however, the requirement of Faculty has been projected as well as accepted in principle which needs to be formalised.

The Council resolved that the following criteria should be considered for defining the Faculty Requirement;

1. *Every School of Study should have a minimum Faculty strength of 01 Professor / Associate Professor, 03 Assistant Professors / Readers and at least 06 Lecturers.*
2. *Schools offering more than one course should have at least two Professors / Associate Professor, and 06 Assistant Professors / Readers.*
3. *Schools where PG Courses are being run should have at least 8 Lecturers.*
4. *The average teaching load per week per Faculty should be 15 hours.*

The Academic Council keeping in view the above facts approved the requirement of Faculty as given below for different Schools;

Sr. No.	Name of the School	Faculty Strength		
		Professor / Associate Professor	Assistant Professor / Reader	Lecturer
1	School of Physics	1	3	6
2	School of Mathematics	1	3	6
3	School of Computer Sciences & Engineering	2	4	8
4	School of Electronics & Communication Engineering	2	6	11
5	School of Architecture & Landscape Design	2	6	9
6	School of Mechanical Engineering	2	5	9
7	School of Infrastructure Technology & Resource Management	1	3	6
8	School of Philosophy & Culture	1	3	6
9	School of Languages	1	3	6
10	School of Business	2	3	6
11	School of Business Economics	2	3	6
12	School of Humanities & Social Sciences	1	3	6
13	School of Biotechnology	1	3	6
14	School of Bio-Chemistry	1	3	6
	Total	20	51	97

The specific requirement under various Schools is detailed below:

1. School of Computer Sciences & Engineering

The School currently offers four year full-time B.Tech Program in Computer Science and Engineering, besides taking Computer Courses in other Engineering & Management Schools. It has student strength of 4 batches, i.e., 240 students enrolled in B.Tech [Computer Science and Engineering]. It intends to start M.Tech. [Computer Science and Engineering] from the next Academic Session, i.e., 2010-11.

2. School of Electronics & Communication Engineering

The School currently offers four year full-time B.Tech Programs in Electronics & Communication Engineering and Electronics & Instrumentation Engineering, besides taking Electronics Courses in other Engineering Schools. It currently has student strength of 4 +1 batches, i.e., 270 students enrolled in B.Tech [Electronics & Communication Engineering] and B.Tech [Electronics & Instrumentation Engineering] respectively. In August 2010, it will add another batch of 30 students in B.Tech [Electronics & Instrumentation Engineering] course. It intends to start M.Tech [Electronics & Communication Engineering] from the next Academic Session, i.e., 2010-11.

3. **School of Architecture & Landscape Design**
The School currently offers five year full-time B.Architecture course. It has student strength of 4 batches, i.e., 160 students enrolled in B.Architecture. In August 2010, it will add another batch of 40 students in B.Architecture. It intends to start M. Architecture in Landscape Design from the next Academic Session, i.e., 2010-11.
4. **School of Mechanical Engineering**
The School currently offers four year full-time B.Tech Program in Mechanical Engineering, besides taking Mechanical Courses in other Engineering Schools. It has student strength of 4 batches, i.e., 220 students enrolled in B.Tech [Mechanical Engineering]. It also offers M.Tech [manufacturing & Automation] course and has two batches currently enrolled.
5. **School of Business**
The School currently offers two year full-time Master of Business Administration Course. It has student strength of 2 batches, i.e., 100 students enrolled in Master of Business Administration. It also teaches certain basic management courses to students of Engineering Schools. In August 2010, it intends to start Master of Business Administration course in International Business.
6. **School of Business Economics**
The School currently offers two year full-time Master of Business Administration Course in Business Economics. It has student strength of 2 batches, i.e., 80 students enrolled in Master of Business Administration [Business Economics]. It also teaches certain economics courses to students of Engineering Schools. In August 2010, it intends to start Master of Science in Economics course.
7. **School of Biotechnology & School of Bio-Chemistry**
The School currently offers two year full-time Master of Science Course in Biotechnology and four years full-time B.Tech program in Industrial Biotechnology. It has student strength of 4 batches of B.Tech & 2 Batches of M.Sc [BT], i.e., 60 students enrolled in Master of Science Course in Biotechnology and 50 students in four years full-time B.Tech. program in Industrial Biotechnology, respectively. The School has faculty strength of 01 Professor, 02 Assistant Professors and 09 Lecturers including 03 of Chemistry discipline.

However, the Academic Council opined that since University has well established Chemistry Labs [2 in number] and Faculty is also available [03 Lecturers], we may start M.Sc. course in Bio-chemistry from next Academic Session 2010-11.

The Council decided to bifurcate, the School of Biotechnology, into School of Biotechnology & School of Bio-chemistry, with approved Faculty Strength of 01 Professor, 02 Assistant Professors and 03 Lecturers respectively.

Faculty Positions approved	:	65
Faculty Positions required	:	168
Faculty Positions to be created	:	<u>103</u>

The Council further resolved to recommend the creation of 103 faculty positions in the light of the justifications and UGC requirements as detailed above, to the Executive Council.

Agenda Item

12.6 Any other Item with the Permission of the Chair.

A. Proposal for starting two years full-time Master of Science course in Bio-Chemistry.

The Council deferred its decision and advised Prof. Verma to submit the proposal after it is discussed and approved by the Board of Studies of the School.

B. Proposal for introducing new course for Ph.D Scholars registered with College of Management.

The Council advised Dr. Sushil Kumar Mehta to submit the proposal after it is discussed and approved by the Board of Studies.

C. Proposal for starting a Certificate Course in Professional Ethics.

The Council advised Prof. Misra to discuss the proposal in the meeting of the Board of Studies in detail, and table the same in the next Academic Council meeting.

D. Proposal for adoption of UGC (Minimum Standards & Procedure For Award of M.Phil / Ph.D Degree), Regulation, 2009.

The Council in its 11th meeting held on 9th of September 2009, had constituted a Committee comprising of Prof. Lalit Mangotra and Prof. G. S. Sambyal, to do a comparative study of the existing norms governing Ph.D. and the regulations promulgated by the UGC regarding, "Minimum Standards & Procedure For Award of M.Phil / Ph.D Degree".

The Committee's report was tabled before the Academic Council, wherein, the Committee has recommended that since the existing Ph.D regulations are in consonance to the new regulations promulgated by the UGC regarding, "Minimum Standards & Procedure For Award of M.Phil / Ph.D Degree" the UGC norms may be adopted.

The Council after deliberations decided to recommend the adoption of new regulations promulgated by the UGC regarding, "Minimum Standards & Procedure For Award of M.Phil / Ph.D Degree".

The meeting ended with a vote of thanks to the Chair.

Roop A. Kar
26-11-09
Registrar

No: SMVDU/A&E/2009/AC/2066-67

Date: 26th November 2009.

CC:

1. All members concerned.
2. PS to the Vice Chancellor for kind information of the Vice Chancellor.
3. Concerned File