MINUTES OF 10th BOARD OF MANAGEMENT MEETING held on **Monday 06th April 2020** at Chinmaya Eswar Gurukula Campus, Kochi.

Members Present:	
By Video Conference:	
Prof. Nagaraj K. Neerchal, Chair (NN) Prof. Gauri Mahulikar (GM) Dr. Apparao Mukkamala (AM) Dr. Sreevalsakumar R (SVK) Smt. Lakshmi Shenoy (LS) Shri N M Sundar (NMS) Smt. Jayalakshmi Nanda (JN) Dr. Soumya S, Registrar i/c & Secretary (SOU)	Dr. P Geervani (PG) Prof. B Mahadevan (BM) Dr. Shrinivasa Varakhedi (SV) Swami Advayananda (SA) Swami Anukoolananda (SAN) Ms. Manisha Khemlani (MK) Shri K K Rajan (KKR)
Leave of absence Granted Shri. Jagdish Moorjani (JM) Dr. Hari Sundar G (HSG)	

The 10th meeting of the Board of Management started at 03:30 PM with a prayer and Shanti Mantra.

Member AM informed the members of the Board of Management (BoM) that Shri Ravi Prakash ji will be the Chancellor's nominee. Nomination letter will be sent by the Hon'ble Chancellor to Chinmaya Vishwavidyapeeth. Registrar, with the permission of VC, to notify the nominee of the nomination.

NN suggested that JN's phone number be shared with all members so that in case of a connectivity issue, JN can be contacted. Further, NN informed that NN and SS will present the points in case network issue is faced by either of them, so as to ensure the continuity of the meeting.

1. Welcome address by Vice Chancellor

   NN welcomed all the members to the meeting of the 9th Board of Management and gave update on the lock down and post lock down measures taken in the campus following the directives given by the State and the Central Government. NN informed the members that the academic sessions are delivered in an online mode as per the time table, by the respective faculty. He also informed that even after the lock down is lifted, CVV will not rush all students to come back to campus, considering the safety of the students. The classes will be planned in such a way that students come to campus in a phased manner so that social distancing will be maintained even in hostels.

   Member SA suggested that the faculty power points or videos can be recorded and uploaded on Chinmaya Mission YouTube channel, wherever possible.

NN informed the BoM members of the Monthly round up initiative and appointment of MS. Rukma Sadekar (Editor of Chinmaya Udghosh) as editor on a part time basis. SA appreciated the initiative.

2. Reporting: Report on Activities after previous meeting of Board of Management

2.1. Academic Achievements by Faculty & Students (Annexure – I)

SS informed that the academic achievements by faculty and students since last meeting was annexed as Annexure – I. Members took a note of the academic achievements at CVV.

Members took note of the academic achievements by faculty and students conducted at CVV.

2.2. Events conducted at CVV (Annexure – II)

SS read out the events conducted at CVV and highlighted the significant events like Sports events, Naada Bindu Festival, teachers' training workshops, etc. SA suggested to change the name of Team Krishna to a more appropriate name.

Members took note of the events conducted at CVV.

2.3. Admissions update: Vice Chancellor

NN gave the following update on admission:

- Admissions Committee was formed in December 2019
- NPF was made available in January 2020
- 206 application starts in NPF
- 56 applications completed as of date
- Of this, 26 were Ph. D applicants. 18 of the remaining 30 are taken in. Faculty are talking to each and every applicant to assess their suitability to the programme into which admitted.
- Now, there is a pause due to Corona lock down

Members took note of the update on admissions.

2.4. NCTE: Update on teacher education programmes

SS informed the members that all the formalities from our end are completed and we are waiting for Letter of Recognition from them.

PG advised to check if there is a mandate of 100 days per semester for the teacher education programme, as against the 90 days for general degree granting programmes. She also suggested to confirm with NCTE as to whether we can go forward with the admissions to the innovative integrated teacher education programme.

AM suggested to follow up with NCTE for the letter of permission. PG informed that admission can happen only in May for all UG programmes in general because 12th standard exams are postponed.

Members took note of the update on the proposed teacher education programmes.

2.5. CNBG Updates

NN explained the decision of CNBG and the BoT agreement to the future of CNBG. He explained the changes made to the curriculum and introduced the changes made to the curriculum. He informed that the current students are more likely to continue with IM programme, and invited GM to elaborate more on the curriculum.

GM explained the IM and PG structure and stated that the programme structure of IM and PG will be different to include IKS, which the IM students have already completed.

PG informed that there is no need to worry since all UG programmes are likely to be four-year programmes from 2021.

SA suggested that CNBG videos can also be uploaded in YouTube channel. GM agreed and suggested that NBF recordings can also be uploaded. NN informed that once Ramachandran ji officially moves to CVV, this can be done.

Members took note of the updates on CNBG campus.

2.6. NAAC Updates

JN presented the updates on the NAAC related activities in campus. She informed about the working of the IQAC and the team structure put in place for data collection and presentation of first cut to Dr. Jayasankaran ji. She also informed that NAAC has come up with revised metrics in January 2020, with 115 parameters as against 137 in the previous guidelines.

AM requested to have an offline discussion with NN on the better utilization of Dr. Jayasankaran ji's services. He enquired whether Mock Survey has been done. JN and NN informed that a mock survey has not yet been conducted. However, mock Student Satisfaction Survey will be owned and taken up by IQAC.

AM requested to share the new dashboard of milestones with BoM. JN stated that the team is working on the same and need some more time to share it with BoM.

PG requested to submit a written note on the NAAC updates along with the BoM agenda pack. SA requested to present update on NAAC to BoT also.

SV enquired if we have a calendar when we are planning to go for NAAC and stated that once application is submitted, Data Verification and Validation (DVV) will be done in 45 days and in 60 days, the peer team will visit the campus.

BM stated that a de novo new university has to have NAAC with a CGPA of 3 in 5 years for confirmation and suggested that a monthly report on NAAC metric can be submitted.

NN clarified that as per the UGC regulations, confirmation of CVV is independent of NAAC. BM urged to look up MHRD notification of CVV to get more clarity.

NN informed that after the first scoring by Dr. Jayasankaran ji, we have gone a long way and may be near 3 if a grading exercise is done currently. He further stated that a monthly update may be difficult since monthly progress may not be incremental enough to notice and also, computation of metric on a monthly is a tedious task. NN also stated that research funding may fetch us better points.

SV suggested to fix a calendar for NAAC and work towards it. He also stated that NAAC Director is his friend and if needed, he can connect us to NAAC Director. SV also suggested that the MHRD notification be understood carefully for better clarification and however, duration to go for NAAC is at the discretion of the University.

NN stated that NAAC is a framework for improvement and notwithstanding anything, we must go for NAAC since it diligently puts us on the track of improvement. However, it is taking a little longer to put the data together involving developing IT systems to capture data, which will be a sustainable model for data collection in the longer run.

SA sought clarity on whether NAAC and UGC are dependent or independent and suggested NN to come back offline on the same.

The members took note of the NAAC updates presented.

Action Items:

a) **NN to clarify about dependency of UGC and NAAC and its impact on CVV.**
b) **JN to provide**
    a. **NAAC calendar**
    b. **A written report to be included in the agenda pack**
    c. **Milestones of NAAC**

2.7. New Campus updates: Managing Trustee

AM updated on the COVID situation around the world, particularly in US and the COVID situation is likely to result in lower amounts of donations than expected. In addition, workers will not be available for construction in the current scenario and rains are expected in Kerala towards the end of May and the start of June. Hence the construction of the new campus is ess likely till the rainy season is over.

BM informed that IIM Bangalore will delay the next academic year by at least three months. He also stated that we have to review the situation frequently and be dynamic.

In the meanwhile, PG informed that she just got a message from the govt. that all the exams have been postponed indefinitely. SV suggested that CVV can take advantage of the situation by offering online courses. IKS can be offered online with a registration fee that will make CVV popular.

NN welcomed the suggestion and stated that we can re-launch the webinars already done on IKS.

KKR stated that since teacher education programmes are new, wide publicity needs to be given to those programmes.

The members took note of the update on the new campus of CVV.

3. Approval
   3.1. Read and approve the minutes of 9th meeting of Board of Management dated February 17, 2020 (Annexure – III)
      3.1.1. Action Taken Report: Action taken on the minutes of 9th meeting of Board of Management (Annexure – IIIa)

SS sought if members had any clarifications on the minutes and ATR of the 9th meeting of BoM.

SA clarified that in item 3.2 of ATR, emblem will not have a square at all and hence that action stands completed. Members took note of the same.
SA suggested that ATR can be supplemented with Action Pending Report (APR) also. NN clarified that ATR will have the status of pending items as 'Pending'.

NN made the motion to approve the minutes of the 8th meeting of Board of Management and the Action taken Report. The motion was seconded by SA and the members resolved to approve the minutes of the 8th meeting of Board of Management and the Action Taken Report.

Action Item:
SS to change the format of the ATR to include Pending items as well as POC for each item

3.2. Approve the minutes of Finance Committee meeting held on February 17, 2020 (Annexure – IV)

3.3. Approve the Budget for financial year 2020-21 (Annexure – V)

NN presented the revised budget and the minutes of the 5th meeting of the Finance Committee held on 17th February, 2020. He suggested to have an interim review by asking for a prioritized list and take a decision based i=on the review at the end of the first quarter. He also informed that even if an item is budgeted, every line item will need the approval of VC, so as to spend the money judiciously.

NN stated that some money is needed for research apart from the general raise, to give as incentives for research contributions and exceptional performances.

AM informed the members that there is no need to have concern about money for operations, though capital investment may not be as expected due to the current global pandemic situation.

SS requested for motion for approval of the minutes of meeting of Finance Committee and the revised budget for the financial year 2020-21.

AM made the motion and PG seconded the motion. The members resolved to approve the minutes of meeting of Finance Committee (Item 3.2) and the revised budget for the financial year 2020-21 (Item 3.3).

3.4. Take on record the appointment of faculty/ non faculty at both the campuses (Annexure – VI)

The members took on record the new appointments and resolved to approve the appointments.

4. Discussion and decision

4.1. New Programmes and Fees for 2020 (Annexure – VII)

The following new programmes were approved in the Academic Council meeting dated 30th March, 2020:

a. B. Voc:
    1. (Tourism & Hospitality)
    2. (Renewable Energy Management)
b. M. Voc
    1. (Tourism & Hospitality)
    2. (Renewable Energy Management)
c. B. Sc Applied Psychology (Honours)
d. MA Music
    1. Hindustani Bansuri
    2. Hindustani Tabla
    3. Hindustani Vocal

The fees for the new programmes are proposed as in Annexure – VII. Approval sought for the proposed fees of the new programmes.

NN invited GM to explain the new programmes to the BoM. GM presented the new programmes to the BoM, including the B.Voc and M.Coc programmes. SV stated that Tourism and Hospitality is an attractive programme and is doing well wherever it is offered and needs good infrastructure. He further suggested that CVV will need to work with the local industry or tie up with industry by way of MoUs. GM informed that CVV will enter into MoUs wherever required.

SV informed that fees for B.Voc is not very high and is comparable with other private Higher Education Institutions (HEIs) offering vocational programmes. He further stated that vocational programmes are good income generating programmes. However, SV cautioned against DDU Kaushal Kendras and suggested that a University team should visit the Kendras and ensure that it is of good quality.

NN informed the BoM about Dr. Kumari, who will be leading the vocational programmes and also stated that some of our BBA students expressed interest in exploring opportunities in hospitality industry.

SA stated that in hospitality, there is good scope for IKS.

SV urged NN/GM to consult Kumari ji to find out if non-vegetarian food and alcohol is a part of the Tourism and Hospitality programme. He informed that in an affiliated college under KKSU, non veg and hot (alcoholic) drinks were avoided.

NN stated that he will ensure this and said that GM can follow up with SV and understand how they are working.

SA enquired whether we should wait till the curriculum is finalized to go forward. NN clarified that it is not necessary to wait since after passing out, the area that they enter into is their choice. SV also clarified that the finer areas will not come in the transcript. GM also clarified that these areas are not included in the curriculum. NN stated that Kerala has ayurvedic resorts where they can get a veg training. SV further clarified that parents prefer their children to do a course that does not include hot drinks or non veg.

SA informed that the curriculum should be in line with our vision. NN explained that our vision will reflect in the programme but will not be mentioned explicitly or publicized.

GM stated that the target students are day scholars.

SA enquired whether the students will be taught to serve hot drinks. SV clarified that bar maintenance is a portion, but the college offering B.Voc in Tourism & Hospitality which is affiliated to KKSU had removed it from their

curriculum. Students can take it as a certificate course, if they want to, from other sources. GM volunteered to get in touch with SV to get more clarity on this.

SV motioned for approval of fees for various programmes and was seconded by PG. Members resolved to approve the proposed fees for the new programmes.

Action Item:

a) **GM to connect with SV and Kumari ji and make required changes in the curriculum of B.Voc programmes to fall in line with CVV vision.**
b) **GM to discuss the non-veg and hot drinks issue with Kumari Ji.**

4.2. Fuller utilization of Warriam Road Facility: Vice Chancellor

NN explained the plans of utilization of Warriam Road facility. He informed that MA PPG is being planned for day and LLM for evenings. Auditorium is needed for Kalayoga programmes. NN further stated that though this is an item for information, it needs to be recorded in the minutes of the BoM.

SA suggested GM to find a name for Warriam Road facility.

PF suggested that Diploma in pre-school education can be started in Warriam Road facility since there is no regulatory permission for this programme. NN seconded the idea and stated that CMECT is planning to start a pre-school in the Warriam Road facility and we can work out an MoU with CMECT with respect to the Diploma programme. Once NCTE approves our B.Ed programmes, we can go for other programmes.

PG suggested to be prepared with two academic calendars for the upcoming academic year: one for the returning students and another for the fresh batch to start in September 2020.

Action Item:
GM to coin a name for Warriam Road Facility

4.3. Scholarship Policy (Annexure – VIII)
SS presented the Scholarship policy to the members.

SA enquired whether CGPA of 8 is sufficient for continuation of scholarship and suggested to raise the CPA limit for continuation of scholarship. NN explained that to qualify for award of scholarship, the credentials should be high. However, for continuation of scholarship, satisfactory performance is sufficient. NN suggested to examine the existing data to see how many students will qualify.

GM informed that even if CGPA of 8 is seemingly low, it is actually difficult for the students to score high since it is very subjective and scoring high is not easy for the students. SA agreed to the point.

SV suggested that Board of Trustees (BoT) can earmark a certain sum for scholarship and informed that CGPA of 8 is sufficiently high. SA agreed to the point.

SV motioned for approval of the policy. All members seconded and resolved to approve the scholarship policy as presented.

4.4. Amendment in CU Faculty Leave Rules and CU Staff Leave Rules

Earned Leave: Clause 4:
The unutilized amount of earned leave can be encashed only at the time of superannuation from service.

To modify the above clause as: The unutilized amount of earned leave can be encashed only in the event of resignation or at the time of superannuation from service.

To modify the clause in CU Faculty Leave Rules and add a clause CU Staff Leave Rules: The exiting employees are entitled to encashment of earned leave only after a minimum of one year of service after confirmation in service.

SS explained the discrepancy with respect to encashment of earned leave in the current leave policy for faculty and staff and the rationale to modify the clause. PG made the motion to approve the changes to the policy as presented in the agenda. AM raised concern over the policy and sought to bring the whole policy to the table.

Members resolved to defer the item to a later meeting in which the entire policy should be included in the agenda.

Action item:
SS to include the whole policy document in the next meeting of BoM.

4.5. Policy for Academic Allowance for non-teaching staff (Annexure – IX)

SS presented the policy for academic allowance for non-teaching staff. SA enquired if commitment of one year after completion of the higher degree/certification is sufficient. LS explained that since amount is less, this is sufficient.

AM motioned to approve the policy. PG seconded the motion and the members resolved to approve the policy for academic allowance for non-teaching staff.

4.6. KTPI & Pratinidhi – Vice Chancellor

This item was deferred due to paucity of time.

5. Any Other Business with the permission of the Chair

5.1. Contribution to COVID-19 relief fund

NN referred to the mail from CCMT, soliciting contributions for COVID-19 and informed that a letter was received from UGC urging all employees to contribute one day's salary to PM CARES.

LS urged for CVV contributions and suggested the following models:

a) Deduct the contributions of CVV staff and merge the contribution with CCMT contribution to PM CARES.
b) If the model A is ok and CCMT cannot give 100% 80G benefit, CVV management should make good that benefit for CVV staff.

NN stated that if BoM agrees an amount, that much amount can be given to CCMT. CVV staff can be informed of both the options and let the employees choose their option of giving directly to PM CARES or to CCMT.

AM suggested that the amount collected from CVV staff can be donated to the CM relief fund in Kerala. The employees drawing lower salaries may need help. He stated that we should be bound to support the initiatives of the local governing body since it will give us better mileage also.

Action item:

LS to send a mail to CVV staff regarding the process along with a form to fill in seeking the amount that the CVV staff are willing to donate.

5.2. Date of next meeting of Board of Management

NN informed the tentative date of the next meeting of the Board of Management as May 27, 2020.

The meeting ended with a prayer and Shanti Mantra.

Nagaraj K Nunchal

Sd/-
Vice Chancellor
Chinmaya Vishwavidyapeeth

In His Service

Registrar in Charge