MINUTES OF 11th BOARD OF MANAGEMENT MEETING held on **Wednesday 27th May 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. Ravi Prakash (RP) Dr. Sreevalsakumar R (SVK) Dr. Hari Sundar G (HSG) Swami Advayananda (SA)	Ms. Manisha Khemlani (MK) Dr. P Geervani (PG) Shri K K Rajan (KKR) Smt. Lakshmi Shenoy (LS) Shri N M Sundar (NMS) Smt. Jayalakshmi Nanda (JN) Dr. Soumya S, Registrar i/c & Secretary (SOU)
Leave of absence Granted Prof. B Mahadevan (BM) Dr. Shrinivasa Varakhedi (SV) Shri. Jagdish Moorjani (JM) Swami Anukoolananda (SAN)	

The 11th meeting of the Board of Management started at 03:30 PM with a prayer and Shanti Mantra.

1. Welcome address by Vice Chancellor

   NN welcomed all members to the 11th meeting of Board of Management and introduced the new member, Dr. Ravi Prakash, Chancellor's nominee; to other members.

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

   2.1. Academic Updates (Annexure – I)

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

   2.2. Events conducted at CVV (Annexure – II)

   Members took note of the events conducted at CVV.

   2.3. Update on current semester closure and start of next semester: Vice Chancellor

   The Vice Chancellor congratulated the faculty, students, CoE and staff for completing the semester on time in spite of the challenges posed due to COVID-19 and lockdown.

SA congratulated faculty and IT on behalf of all members of the Board of Management for completing the requirements of the semester in a timely manner.

NN thanked Managing Trustee and team to have provided the campus with a good IT infrastructure which was critical to continuity of academic and support operations in the lockdown time.

KKR informed that even schools are going online.

NN informed the members that the start date of next semester has not yet been fixed since the 12th results are yet to be announced and stated that in the current scenario, it is better to start late. NN further informed the tentative plan to start the bridge programme in the last week of August or first week of September. He further stated that if lockdown continues, all the students cannot come back at the same time and that returning students can take online classes while new students can come to campus. However, registration will be conducted for the new students.

KKR informed that persons from Kannur Engineering college can offer their services if needed. NN sought their contact information from KKR.

SA requested all to give a list of IT requirements that we need to invest on for future. NN stated that one of the investments can be giving allowance to faculty for improving their connectivity.

AM and MK congratulated the University team for the timely completion of the current semester amidst the challenges faced.

Members took note of the update on close of current semester and start of next semester.

Action Item: All members to give a list of IT requirements for future.

2.4. Admissions update: Vice Chancellor

NN gave update on admissions. He stated that Ph.D has a very good response with 17 NET/ JRF candidates. UG and PG application process is ongoing. Even though the plus two results are not announced, we are getting applications for UG which is a positive sign.

KKR suggested that we need to do good publicity by giving more print ads and target nearby districts. NN explained that we are advertising more on digital media. AM stated that in the pervious year, we gave a full-page ad but did not get good response. NN stated that word of mouth is the most powerful one and that it is important to follow up for post graduate programmes. KKR to talk to NN offline to discuss the various promotional options.

SA suggested social media as ideal for promotions in this digital era. NN suggested a two-pronged approach – social media and Chinmaya Mission channels.

Members took note of the Admission updates.

Action Item: KKR to talk to NN offline to discuss the various promotional options.

2.5. NAAC Updates

JN presented NAAC scoring results to the members. NN urged the members to look at NAAC as a framework for striving for continuous quality improvement rather than simply as an exercise in maximising a metric.

RP enquired the process by which we arrived at the NAAC scoring. JN explained the scoring with the mentoring of Dr. Jayasankaran. NN explained that teams were created for each criterion. RP commented that the progress is good.

SA enquired how CSR can be tapped and urged the University team to tap on the activities being carried out by PG, AM and MK. MK offered to introduce a person to CVV for working on CSR aspects.

SA suggested to get inputs from BM and SV also, who were on leave of absence in the current meeting.

Members took note of the NAAC updates.

2.6. Update on B.Voc, M.Voc: Vice Chancellor

NN explained the rationale behind the vocational programmes in Tourism & Hospitality and Renewable Energy Management. He stated that Government is also investing heavily in tourism. NN informed that in addition to these two programmes, a third B.Voc programme in Business Process and Data Analytics is being worked out with in-house faculty. He invited Dean, GM to give updates on vocational programmes.

GM explained how de novo factor was built into the curriculum so as to blend with our vision. Tourism & Hospitality and Renewable Energy Management is almost done. She stated that hot drinks and non veg are not required to go ahead with Tourism & Hospitality. In Business Process and Data Analytics, the team is working on developing the courses.

Members took note of the update on B.Voc andM.Voc programmes.

2.7. New Campus updates: Managing Trustee

AM gave the following updates on the new campus:

a) Signed MoU with Shri Baburam for 10 more acres of land. Shri Baburam says that land value is going up while commercial land value is going down. Need to validate this. AM will keep the members posted on this.
b) Road and compound wall are being constructed.
c) Met the Chief Minister of Kerala. Building rules rolled back to the previous one for another year. The work can start only after this gets formalized in the Gazette. All paperwork from our end are ready.
d) Construction of all buildings to be started after getting necessary permits. Working with CRN for the same.
e) Since it is going to be rainy season now, can start the work after rains. Also, migrant workers have left. So, start of work may be delayed.

There is issue of delayed incoming funds for construction activities. Decision can be taken only after seeing fund inflow position, so as to take the work forward.

SA suggested to work on strategies to get funds and stated that we need to think of how we can get revenue from courses and suggested to launch online certificate courses. NN stated that there are UGC constraints regarding starting online programmes. We can offer only audit courses. NN further stated that University needs huge investment in the beginning only. So, if there is pressure on revenue in the initial years, the focus will get shifted. Growth of University has to be a slow process and Quality is more important.

KKR suggested to attract private registration students and suggested to explore the possibility of affiliating them. SA suggested to take this offline.

AM stated that there is tremendous under reporting of COVID cases and it is better to wait to reopen the campus, as COVID may relapse in November.

PG suggested to get special permission for online teaching for this year. NN explained that we can do it since UGC permitted it in the wake of corona outbreak though we are not allowed to do so as per our notification. He further stated that the objectives of online teaching are different and stated that he would revisit it.

PG stated that UGC has decided to allow students to pursue two degrees at the same time. NN stated that we can offer two degrees here itself. SA suggested that one can be onsite and the other can be online. NN stated that we can see the regulations once they are published and see how to take it forward.

Action Item: SOU to send the following to SA:
UGC (Online Courses or Programmes) Regulations 2018
UGC (Open and Distance Learning Regulations) 2017

3. Approval
   3.1. Read and approve the minutes of 10th meeting of Board of Management dated April 06, 2020 (Annexure – III)

      3.1.1. Action Taken Report: Action taken on the minutes of 10th meeting of Board of Management (Annexure – IIIa)

      SOU sought clarifications, if any, in the minutes and ATR of 10th meeting of the Board of Management.

      SA suggested to include the following item in the Action Taken Report: Replace the Kurukshetra group names: 'Krishna' and 'Drona'.

      GM made the motion to approve the minutes of 9th meeting of the Board of Management. Members resolved to approve the minutes by acclamation.

   3.2. Take on record the decisions taken by the Academic Council held on March 30, 2020. (Annexure – IV)

      The minutes of Academic Council meeting held on March 30, 2020 was presented.

      Members resolved to ratify the minutes of Academic Council meeting held on March 30, 2020.

   3.3. Take on record the appointment of faculty/ non-faculty at both the campuses.
      3.3.1. Smt. Priya Premachandran: Manager – HR and Academic Support Staff. Placed on one-year contract with a consolidated monthly pay of Rs. 35,000.

      SA sought the resume of Smt. Priya Premachandran.

      Members resolved to ratify the appointment of faculty/ non-faculty at both the campuses.

      Action item: SOU to send resume of Smt. Priya to SA.

4. Discussion and decision
   4.1. Amendment in CU Faculty Leave Rules and CU Staff Leave Rules (Annexure – V)

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

      To modify the clause in CU Faculty Leave Rules and add a clause to 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.

This item was deferred due to paucity of time.

4.2. KTPI & Pratinidhi – Vice Chancellor

NN explained the KTPI programmes planned in collaboration of Shri Srinath Mohandas with Swami Anukoolananda. He stated that this is a good project to improve our outreach and that we will get access to more students.

Members took note of the KTP & Pratinidhi programme.

4.3. Regularization of Controller of Examinations

Currently, Shri P. Krishnakumaran Thampi is holding the position of Assistant Controller of Examinations with the charge of Controller of Examinations. Since the first batch is about to graduate, their transcript needs to signed by the Controller of Examinations (CoE)

It is proposed to regularize Shri P. Krishnakumaran Thampi in the role of CoE. Approval sought for appointing Shri P. Krishnakumaran Thampi as regular CoE.

KKR suggested to promote from Assistant Controller of Examinations to Controller of Examinations and enquired the salary planned to be offered to him. NN stated that salary scale will be discussed with Shri P. Krishnakumaran Thampi. KKR suggested to work out a salary and present to the Board of Management.

Members resolved to give 'in principle' approval to move Shri P. Krishnakumaran Thampi to the role of Controller of Examinations and negotiate the salary with him.

Action Item: NN to discuss salary terms with Shri P. Krishnakumaran Thampi and include the proposal with salary in the next meeting of the Board of Management.

5. Any Other Business with the permission of the Chair

5.1. Ratification of Academic Council members

Members resolved to approve the Academic Council members list.

5.2. MK suggested the following:

5.2.1. When there are new members in a meeting, the same be informed to all prior to the meeting.

NN accepted the suggestion.

5.2.2. The communications to the members of the Board of Management should be sent out with the members in CC of email instead of BCC.

NN explained that if in CC, the replies cannot be tracked in a systematic way to cull out any possible action items. Moreover, there has been unpleasant exchange of emails in CC in the past.

Action item: NN to look into CC/ BCC issue.

6. Registrar Appointment (Executive Session)

   This item was deferred due to paucity of time. SA suggested NN to call for an interim executive session.

   Action Item: NN to call for an interim executive session.

The meeting ended at 06:30 PM with a prayer and Shanti Mantra,

In His Service

Registrar in Charge

Vice Chancellor
Chinmaya Vishwavidyapeeth