MINUTES OF 19th BOARD OF MANAGEMENT MEETING held on **Wednesday, 13th September 2022** at Chinmaya Eswar Gurukula Campus, Kochi.

Members Present:	
By Video Conference:	
Prof. Ajay Kapoor, Chair (AK) Dr. Sreevalsakumar R (SVK) Dr. Apparao Mukkamala (AM) Swami Advayananda (SA) Shri. Jagdish Moorjani (JM) Dr. Ravi Prakash (RP) Manisha Khemlani (MK) Shri K K Rajan (KKR)	Dr. P Geervani (PG) Ms. Jayalakshmi Nanda Smt. Lakshmi Shenoy (LS) Dr. Rahul Sharma, Registrar (RS) Shri N M Sundar, Invitee Ms. Lakshmi Shenoy, Invitee Shri P Krishnakumaran Thampi, Invitee Dr. Soumya S (Invitee)
Leave of absence Granted Swami Anukoolananda (SAN)	**Members Absent** Dr. Shrinivasa Varakhedi (SV)

The **19th meeting** of the **Board of Management** of **Chinmaya Vishwa Vidyapeeth** started **13th September 2022** at **10:30 AM** with prayer and Shanti Mantra: -

1. Welcome address by Vice Chancellor.

   The Vice Chancellor welcomed the members of the Board of Management and the invitees to the meeting.

2. Introduction of Registrar, Dr. Rahul Sharma.

   The Vice Chancellor introduced Dr. Rahul Sharma, Registrar of Chinmaya Vishwavidyapeeth, and invited him to the meeting of the Board of Management.

   The Registrar briefed about himself to the members of the Board of Management.

3. Approval of the minutes of 17th meeting of Board of Management dated 06th April 2022 (Annexure – 19.1)

   The members resolved to approve the minutes of the 17th meeting of the Board of Management of CVV and suggested the following actions:

   1. **The Performance Reports and Annual Reports have to be submitted to UGC on priority basis.**
   2. **The Financials of CVV should be presented to the Board of Management on a quarterly basis.**

   3.1. Action Taken Report: Action taken on the minutes of meeting of the 17th meeting of Board of Management (Annexure – 19.1 (a))

Members took note of the Action Taken Report of the 17th meeting of the Board of Management.

4. Circular mail to Board of management regarding Warriam Road renovation and shifting of offices from Shivasree to Shankaram (Annexure – 19.2)

Members took note of the circular resolution of the Board of Management dated 26-Jun-2022.

5. Academic updates

5.1. Convocation: 27-Sep-2022 at Chidvilas

5.1.1. List of students (Annexure – 19.3)

The Controller of Examinations presented the list of students eligible for receiving degrees in the convocation scheduled for 27-Sep-2022.

The Managing Trustee inquired about the authenticity of the degrees awarded as well as the certificate going to the right student. COE explained the security features embedded in the certificates. BOM was also informed of the new process in which a student's identity will be checked before issuing the certificate and s/he will sign for the certificates.

Action item:
The Controller of Examinations to prepare a document explaining the security features.

5.1.2. Event update

The update on the conduct of the Convocation was presented to the Board of Management.

Members took note of the update and suggested that the guests can wear the Indian attire for Convocation.

5.2. Admissions

The update on admissions was presented to the Board of Management.

Members took note of the update on admissions.

5.3. Vidyarambha: 14-Sep-2022 at Warriam Road

The update on Vidyarambha was presented to the Board of Management. The budgeted cost and the expected cost of the Vidyarambha and Convocation was also presented.

5.4. Bridge Programme & Engagement Programme: To start from 14-Sep-2022 after Vidyarambha

Dean presented the details of the Bridge Programme & Engagement Programme designed for the new batch of students.

Members took note of the details of Bridge and Engagement programme.

6. Facilities Update

6.1. Renovation at Warriam Road campus

The Registrar presented the details of the renovation works carried out in Warriam Road facility.

Members took note of the renovation works carried out in Warriam Road facility.

6.2. Hostel on Rent at Warriam Road, Cochin

The Registrar presented the details of the hostel rented for girls near Warriam Road facility.

Members took note of the hostel rented near Warriam Road facility.

The following action items were suggested:

- The word "Campus" to be replaced with "Facility" for all facilities other than the Headquarters in Ernakulam District.
  - **To reiterate this, a simple email to be circulated to all faculty and non-teaching staff.**
- The Ph.D students of the disciplines in Warriam Road facility to report at Warriam Road facility.
  - **Dean to prepare a plan for the same and submit to the Vice Chancellor.**
- In Kannur, Thrissur and Palakkad, there are more than 5000 students pursuing graduation in distance mode in Chinmaya Colleges. Due to the ongoing issue of affiliating the Distance Education programmes with Sree Narayana Guru Open University, it was suggested to see what CVV can do for students enrolled in the distance education programmes Chinmaya Colleges.
  - **To convene a meeting with all stakeholders in which the Registrar can explain the Distance Education courses with respect to Sree Narayana Guru Open University.**

6.3. New Campus updates

The Managing Trustee presented the updates on the new upcoming academic and hostel facilities at Onakkoor.

Members took note of the updates on new campus.

7. Employee Update
   7.1. Resignations (Annexure – 19.4)

The details of resignation was presented to the Board of Management.

Members took note of the separations and suggested as follows:

Metrics need to be maintained on attrition and analysis to be done on exits. The denominator in the calculation of attrition rate to exclude end of contract cases.

   7.2. Appointments (Annexure – 19.5)

The details of appointments was presented to the Board of Management.

Members took note of the appointments.

   7.3. Employee Appraisal (Annexure – 19.6)

The details of employee appraisal was presented to the Board of Management.

Members took note of the update on appraisals conducted for faculty and non-teaching staff.

8. Ratification
   8.1. Minutes of Academic Council meeting held on June 27, 2022 (Annexure – 19.7)

Members resolved to approve the minutes of meeting of the Academic Council held on June 27, 2022.

9. Report on Activities after previous meeting of Board of Management
   9.1. Events conducted at CVV (Annexure – 19.8)

Members took note of the events conducted at CVV.

Action item:
To include an agenda item on no. of publications by faculty and to provide the listing.

10. Discussion and decision

10.1. Department restructuring and revised nomenclature (Annexure – 19.9)

Approval sought for revising the nomenclature of Department names.

The proposed nomenclature of the Departments and the proposed structure to reflect the proposed nomenclature was presented to the Board of Management. The revised nomenclature of the Departments was proposed as follows:

Sl. No.	Current nomenclature	Revised nomenclature
1	School of Contemporary Knowledge Systems	Management and Commerce
2	School of Ethics, Governance, Culture and Social Systems	Education and Languages
3	School of Linguistics and Literary Studies*	
4	School of Kalayoga	Performing and Fine Arts
5	School of Philosophy, Psychology & Scientific Heritage	Behavioural Sciences
6	School of Vedic Knowledge Systems	Vedic Sciences and Sanskrit
* Since Languages is merged with Education. Department Name in the Dept. No. 3 as above to be coined based on the programmes planned.		

The faculty are mapped to the above departments according to their domain and the primary programme in which they are teaching. This will improve the cadre ratio in the Departments.

Discussion:

It was proposed to change the nomenclature of Vedic Knowledge Systems to Vedic Studies and Sanskrit.

It was suggested to appoint Swami Advayananda and Ms. Shanti Krishnamoorthy of CIRS as Professor of Practice and Swami Sharadananda as Associate Professor of Practice. Members suggested to relook into the regulations of Professor of Practice being a member of BoM.

Decision:

Members resolved to give in-principle approval for revising the nomenclature of Departments as follows, as and when appropriate.

Sl. No.	Current nomenclature	Revised nomenclature
1	**School of Contemporary Knowledge Systems**	**Management and Commerce**
2	**School of Ethics, Governance, Culture and Social Systems**	**Education and Languages**
3	**School of Linguistics and Literary Studies***	
4	**School of Kalayoga**	**Performing and Fine Arts**
5	**School of Philosophy, Psychology & Scientific Heritage**	**Behavioural Sciences**
6	**School of Vedic Knowledge Systems**	**Vedic Studies and Sanskrit**
*** Since Languages is merged with Education. Department Name in the Dept. No. 3 as above to be coined based on the programmes planned.**		

10.2. Salary raise and Standardization of Salary Structure (Annexure – 19.10)

Approval sought for the following:

1. Salary raise proposal

2. Standardizing the salary structure by including HRA, Conveyance Allowance and Communication Allowance

The details of the proposal on salary raise for the employees eligible for the same was presented to the Board of Management.

Discussion:

It was suggested as follows:

- To share the appraisals and consolidation of appraisals with the Managing Trustee and discuss the salary raise proposal.
- Faculty evaluation to be carried out as per UGC guidelines.

Decision:

Members resolved as follows:

- **Approve the salary raise proposal subject to discussion with the Managing Trustee.**
- **Standardizing the salary structure by including HRA, Conveyance Allowance and Communication Allowance.**

11. Any Other Business with the permission of the Chair

It was suggested as follows:

- To include the member/ attendees list in the agenda.
- Vice Chancellor and Managing Trustee to relook the BoM member list.

The meeting ended with prayer and Shanti Mantra.

Sincerely

Registrar

Chinmaya Vishwavidyapeeth
Ernakulam, Kerala

Ajay Kapoor

Vice Chancellor

Chinmaya Vishwavidyapeeth
Ernakulam, Kerala