MINUTES OF 6th BOARD OF MANAGEMENT MEETING held on Wednesday 20th February 2019 at Chinmaya Naada Bindu Gurukula Campus, Kolwan, Pune.

Members Present:	
In Person:	**By Video Conference:**
Prof. Gauri Mahulikar, Chair (GM) Dr. P Geervani (PG) Swami Advayananda (SA) Dr. Apparao Mukkamala (AM) Dr. Vanisree Ramanathan, COE (VR) Shri K K Rajan (KKR) Dr. B. Ashok, Registrar & Secretary (BA)	Prof. Anita Raina Thapan (ART) Dr. Ramakrishna Pejathaya (RP) Dr. Ajay Kapoor (AK)
Leave of Absence granted:	
Dr. Shrinivasa Varakhedi (SV) Prof. B Mahadevan (BM) Smt. Pramodini Rao (PR) Swami Ramakrishnananda (SRK)	

Officers in attendance: Soumya S. (Assistant Registrar, present by Video Conference)

Meeting commenced at 11:00 AM with a prayer, with the VC at the chair.

The notice of the meeting was read and recorded

1. Vice Chancellor and Chair of Board introduced and welcomed the members to the 6th Board of Management
2. Reporting:
   2.1. Current progress of the university and path forward.
   On behalf of the Registry and the Dean's office the significant events since the last BOM where presented the same were approved with the following observations:
   A. **Registry**: The key achievements in the Registry were read and confirmed.
   B. **Dean's Office**: The key achievements of faculty were read and confirmed (Annexure – I). The achievements of the faculty, which were missed out in the agenda notes, were read and recorded.
   Members urged the faculty to publish in UGC refereed journals and extended support for such publications.
   Member AK felt the need to put a process in place for funding for minor research projects and link it to the KPI of the University. It was also agreed that Member AK will send some sample announcements and criteria to avail funding.
   Member GM recalled that it was decided in the Strategic Meeting held in December to earmark Rs. 50 Lacs as Research Grant and extend Rs. 1 Lac per faculty for research activities.

It was suggested to give a target of three publications per year per senior faculty and two publications per year per junior faculty and give sufficient time and help to accomplish this. Secretary BA suggested to hire senior faculty on a part time basis to do research with the junior faculty. Member AK suggested to use professional editors to edit for a targeted UGC refereed journal.

Member PG suggested to conduct a workshop for faculty to guide them to start publishing. Member AK volunteered to conduct a workshop in March: 22nd and 23rd, along with BM and GM to increase competency for the faculty.

Secretary BA suggested to develop a control sheet and track by deploying dedicated personnel for the same by looping in Dean and RPC. The faculty can also use RTM app or Jira to prompt reminders.

Member RP suggested that Dean can give targets while discussing the work report/ work load and also weigh the research expectations against the teaching load.

Member AM suggested to get the areas of research from each faculty and urged all faculty to come to campus on Saturdays for their research activities.

C. **Memorandum of Understanding of consultancy project agreement with Deseeya Seva Bharathi Kerala (Project funded by Seva Bharathi International USA)**: The MoU with Seva Bharathi International USA was confirmed and noted.

2.2. Update on Admissions Process:

(i) BEd approval is expected on 26th February, 2019, with PG in the Standing Committee for approval.

(ii) MSc Applied Psychology: BoS needed for approving the courses

(iii) Member AM suggested to offer provisional admission to all the students who appeared for CSET, with a mention of "subject to obtaining eligible score in 12th Grade".

(iv) Secretary BA suggested to send mail and copy the CV ambassador and school Principals, with a cover letter indicating the list of all students who are offered provisional admission. Member SA suggested to send hard copy to all students.

2.3. Formation of Library Committee.

The Library Committee, as constituted by Vice Chancellor was approved (Annexure – II).

3. Approval

3.1. Approval of Minutes of BoM dated 16th October 2018

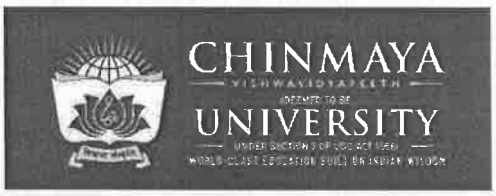
The minutes of the 5th meeting of Board of Management held on October 16, 2018 at CEG, Kochi were confirmed and recorded (Annexure – III).

It was informed by the Vice Chancellor that of the CNBG faculty, Smt. Kala Ramnath, Shri Shirish Katale and Smt. Padma Shankar are no more on our rolls and instructed to remove the names from the faculty list (Annexure – IV).
The action taken report was presented to the BOM (Annexure – V).

3.2. Approval of Minutes of Finance Committee dated 20th February 2019.
The minutes of the meeting of the Finance Committee held on February 20, 2019 was approved by the Vice Chancellor. The minutes are attached as (Annexure – VI)

3.3. Changes in the delegation of financial powers consequential to legal advice on Trust as differentiated from Chinmaya Vishwavidyapeeth University – reg.
The changes in the delegation of financial powers are attached as (Annexure – VII).

3.4. Approve the changes to the Logo of the University
The new proposed logo of the University was approved as below:





3.5. Approve the tuition fees proposed for foreign students in 2019.
The tuition fees proposed for foreign students was approved as below:

Programme	Annual Foreign fees (in USD)
BA - Sanskrit	3000
BBA	3500
B. Com	3500
BA – Applied Psychology	4100
B.Sc. B.Ed.	4100
BA B.Ed.	4100
Integrated Masters (Gurukula Mode) Acharya Advaita Vedanta Acharya Vyakarana	Fully Funded
MA – Sanskrit	3500
M. Com	3800
M.Sc. – Applied Psychology	4600
MA PPG	3800
LLM – Legal Theory	3800
LLM – International Trade and Commercial Laws	3800

Programme	Annual Foreign fees (in USD)
PGD Counselling	4500
Ph. D (Full Time)	3500
Ph. D (Part Time)	2900

3.6. Approval of Prospectus for 2019 student intake.

Member GM suggested some changes in the organizing of the contents. To incorporate and send for final design.

3.7. Take on record the appointment of faculty/ non-faculty members at both campuses

There were no appointments of teaching faculty in the period from since previous BOM. The appointment of non-teaching staff in this period was approved.

In the faculty interviews held on 17th January, 2019, 3 candidates were selected for School of CKS. As the candidates were Ph. D qualified, but not NET qualified, it was desired to confirm the genuineness of their terminal degree (Ph. D) through the candidates themselves (Annexure – VIII).

3.8. Contracting of Consultant for Placement and Outreach activities at CVV

Proposal was put up to contract a Consultant for placement and outreach activities at CVV. Members felt that the remuneration offered for the services stated: 4 days in a month; was too high and should be explored for other functions like admissions, etc.

The Board resolved that Managing Trustee would talk to Shri T P Sethumadhavan and revisit the proposal.

3.9. MoU for CPPR's support for MA in Public Policy and Governance

The MoU for CPPR's support in MA PPG was approved in principle.

Member AM said that fees for MA PPG is too low and it was decided that the fees can be relooked in the next academic year.

4. Discussions and decisions

4.1. Changes necessary to Executive Council for statutory compliance, reg.

Based on UGC Draft Regulations 2018, the Executive Council was proposed to be dissolved and instead two sub committees were proposed: Sub Committee on Personnel and Staffing and, Standing Committee on Regulations, Rules and Procedures.

Members suggested the need for more committees, to be suggested in due course of time.

4.2. Different administrative policies like: Maternity leave for nonteaching staff, Travel Policy, etc.

The Board resolved to approve the Maternity leave policy as per extant norms, since it is statutory. All the other policies deferred for next BOM.

4.3. A. Assessments, Increments proposed to non-teaching staff of CVV, reg.

The policy for increments at the time of confirmation of non-teaching staff was proposed. The item was deferred for later discussion.

B. Rectification of service terms and coordinating offered to faculty after sharing of staff details

Rectification of service terms of 2 faculty, who were offered employment on contract was sought. Members suggested that VC should resolve the issue.

For Ms. Sushree, change to 1-year probation. For Smt. Manjula, relook at the end of one year of service.

The Board further resolved that Salutation: "Prof" shall be only for full Professors. For others, to use Salutation as Dr./ Shri/ Smt./ Ms. as the case may be.

C. Annual appraisals confirmation and award of increments for Faculty members

BOM placed on record the work done by Prof. Krishna Mohan for the University. However, decision yet to be taken by VC after other performance considerations.

4.4. In Principle approval for proposed MSc Applied Psychology pending approval from Academic Council

The Board resolved to approve MSc Applied Psychology program subject to approval by Academic Council.

4.5. A. Status of Warriam Road facility.

The Board resolved to approve the changes proposed to Warriam Road Facility.

B. Merger of Chinmaya College of Arts and Science, Tripunithura for conduct of programmes for School of Contemporary Knowledge Systems

The Board resolved to approve the merger of Chinmaya College of Arts and Science, Tripunithura for conduct of programmes for School of Contemporary Knowledge Systems, subject to different statutory compliances.

4.6. Approval of manual of Administration

Deferred to next BOM.

4.7. Approval of manual of Procurement
Deferred to next BOM.

4.8. Approval of rules under 2016 regulations
Deferred to next BOM.

5. Any other matter with the permission of the Chair.

5.1. **Take on record the reappointment of Smt. Lakshmi Shenoy as Finance Officer**
The Board resolved to reinstate Smt. Lakshmi Shenoy as Finance Officer until further orders; vide letter issued to her on June 09, 2018.

5.2. **Appointing Dr. Jayasankaran as NAAC Consultant for CVV**
The Board, in view of the vast experience in Higher Education Space; resolved to appoint Dr. Jayasankaran as NAAC consultant for CVV and agreed to the terms and conditions put forth by Dr. Jayasankaran.

5.3. **When employees are made to handle additional charges outside the roles for which they are recruited, compensate them accordingly.**
The item was deferred to the next BOM.

5.4. **Confirmation and Annual Appraisals, reg**
The item was deferred to the next BOM.

5.5. **Whether to consider CGPA without Sanskrit for continuation of scholarship**
The Board rejected the proposal and resolved that Sanskrit should be included in the CGPA for considering the continuation of scholarship.

5.6. **Work from Home policy**
The item was deferred to the next BOM.

5.7. **Travel Policy**
The item was deferred to the next BOM.

5.8. **Advance/ Personal Loan Policy**
The item was deferred to the next BOM.

5.9. **Bus Facility Policy**
The item was deferred to the next BOM.

5.10. **Whether Student Activity fees to be an extra component of fees or a bifurcation of tuition fees?**

The Board resolved that the Vice Chancellor can decide on the amount of the extra component for student activity fees and include in the prospectus.

5.11. **Point x) of Rules of Management: Grant Leave of Absence to the Vice-Chancellor and to make necessary arrangements for carrying on his/her functions during the period of absence**

The Board resolved that the higher authority shall make alternate arrangements for delegating the responsibilities of statutory officers in the event of their absence from work.

5.12. **Points xiv), xv), xvi) of Rules of Management**

Not discussed due to paucity of time.

5.13. **Naming of the new Academic Block at CEG campus**

Not discussed due to paucity of time.

5.14. **Lease extension of Naada Bindu Campus**

Not discussed due to paucity of time.

5.15. **Driving Strategic Plan**

Not discussed due to paucity of time.

5.16. **Organization Chart**

Not discussed due to paucity of time.

5.17. **Acceptance of Resignation of Key University functionary**

Towards the end of the meeting, Registrar and Secretary of BOM announced his resignation from the capacity of Registrar and Professor, EGCS since he was advised to join back in the Government from February 28, 2019. Dr. B. Ashok thanked the authorities for giving an opportunity to work with CVV.

The Board accepted the resignation and wished him best in his future endeavours. Member GM placed on record his contribution to admissions. Member AM placed on record his contributions in the space of admissions and infrastructure. Member SA and PG placed on record the meticulous documentation skills and praised the effort taken in creating detailed agenda notes for BOM and encouraged all to take similar efforts for documentation.

The Board resolved that Soumya S, Assistant Registrar shall be the Registrar in Charge until the next Registrar is in place or until further orders

The meeting ended with prayer and vote of thanks to the chair at 3 pm.

Soumya S
Assistant Registrar &
Registrar i/c

Prof. Gauri Mahulikar
I/c Vice Chancellor

ANNEXURE – I

Academics

ACHIEVEMENTS	CEG	CNBG
Journal Publications	8 Refereed(3)	1
Conference Proceedings Publications	1	
Conference Presentations	17	2
Awards for paper presentations/ other	3	
Research Project Guided	1	
Faculty as Resource person	1	1
As examiner/ Question paper Setting	2	
Book Chapters/ Chapters Edited	3	
Editor for peer reviewed journal	2	
Member of BoS of other Universities	2	
Invited Guest	5	
Awarded Post Doc	2	
Pursuing Post Doc	1	
Attended workshops	1	