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INDIAN INSTITUTE OF PUBLIC ADMINISTRATION
INDRAPRASTHA ESTATE, RING ROAD
NEW DELHI-110002

Minutes of the 239th Meeting of the Executive Council held on
October 18, 2001 at 10.00 a.m. in the Conference Hall of the Institute

PRESENT

1. Shri S.B. Chavan - Chairman
2. Prof. (Mrs.) Noorjahan Bava
3. Prof. (Dr.) P. Chandrasekharan
4. Dr. K. Chockalingam
5. Shri M.K. Gaur
6. Shri G.C.L. Joneja
7. Prof. K. Kamalanathan
8. Shri Udesh Kohli
9. Shri B.C. Mathur
10. Prof. K.N. Pathak
11. Dr. V.T. Patil
12. Shri Suryya Ray
13. Prof.(Mrs.) S. Saroja
14. Dr. N. Sethuraman
15. Dr. Ram Avtar Sharma
16. Prof. Jaideep Singh
17. Prof. S.S. Singh
18. Dr. S. Subramanian
19. Dr. V. Subramanian
20. Dr. Har Swarup
21. Shri M. Thyagarajan
22. Shri P.K. Umashankar
23. Prof. S.P. Verma
24. Shri M.C. Gupta - Director & Member-Secretary

Dr. S.N. Suri, Registrar, was also present.

Shri A.K. Agarwal, Shri T.N. Chaturvedi, Prof. Nand Dhameja, Shri Manish Gupta, Shri M.K. Kaw, Shri Jalil Ahmad Khan, Shri K. Malaisamy, Shri M.L. Mehta, Shri M. Gopalkrishna Naidu, Shri K. Kosal Ram, Shri P.A. Sangma, Dr.(Mrs.) Y. Shanmugasundaram, and Shri T.K. Thanickachalam could not attend the meeting and were granted leave of absence.

Item No.239.1 (i) Confirmation of the Minutes of the 238th Meeting of the Executive Council held on 12th April, 2001, 4th June, 2001, 10th August, 2001 and 11th August, 2001.

The minutes, as circulated, were confirmed. However, some members objected to the recording of the Minutes pertaining to "Item No.238.9: Report of the Committee on election related matters" that the co-option of members from Regional/Local Branches for a period of two years to fill the resultant 10 vacancies arising out of the decision to hold next Executive Council election by 2004, will not be democratic and hence the minutes be changed accordingly. The suggestion was however not agreed to and the minutes as circulated were confirmed.

(ii) Action Taken on the Minutes referred to above.

The Executive Council noted the action taken on the minutes as circulated with the following observations:

On Item No.236.1(ii)(d)

The Director informed that he contacted UGC for financial assistance as the programme involved considerable expenditure by way of Travel and boarding/lodging expenses. Unfortunately the request to UGC for appropriate financial support has not fructified. The Executive Council however felt that it may still be advisable to conduct the programme with IIPA's resources with the expenditure scaled down to a modest level.

On Item No.238.17 (v)

The Executive Council noted the observations of Standing Committee that the Inquiry against the two Professors may be expedited.

Item No.239.2 Revised Budget Estimates for 2001-2002 and Budget Estimates for 2002-2003.

The Executive Council endorsed the recommendation of the Standing Committee and approved the Revised Budget Estimates for 2001-2002 and Budget Estimates for 2002-2003.

Item No.239.3 Honorarium for 2000-2001 and 2001-2002 to be paid to the Auditors to be appointed at the Annual General Meeting of the General Body to be held in October, 2001.

The Executive Council agreed with the recommendation of the Standing Committee for payment of a lump sum honorarium of Rs.39,000/- for all accounts of the Institute to the Auditors for the year 2001-2002 to be appointed at the Annual General Meeting of the General Body to be held on 19th October, 2001. The Council also endorsed payment of the bill of Rs.5,000/- preferred by the Auditors for auditing FCRA account for year 2000-2001 which is a new separate account maintained since November, 1999.

Item No.239.4 Resolution(s) if any, received from members for consideration at the Annual General Meeting of the General Body.

The Executive Council endorsed the recommendations of the Standing Committee that the points raised by Shri P.L. Banga being in the nature of suggestions can not be taken as Resolution and have disallowed the same. Regarding the resolution of Prof. Dilip Kumar De and nine resolutions received for the Special General Body Meeting, the Executive Council again agreed with the recommendation of the Standing Committee that since these resolutions do not meet the requirement of 28 days notice as laid down in Rule 36(2), they may not be allowed.

Item No.239.5 Report of the Committee of Judges for the Award of Prizes in the Annual Essay Prize Competition, 2001.

As recommended by the Standing Committee, the Executive Council approved the award of prizes in the Annual Essay Prize Competition 2001 as under:

For English Essays

First Prize of Rs.5,000/- to:

Ms. U. Swarnalakshmi, Coimbatore (Tamil Nadu) for her entry on 'Reforms in Prison Administration'.

Second Prize of Rs.3,000/- to:

Shri S. Muthuswamy, Tirunelveli (Tamil Nadu) for his entry on 'Reforms in Prison Administration'.

the proposed amendments to the Memorandum of Association and Rules of the Institute in its Special meeting being held on 19th October, 2001 at 10.00 a.m.

Item No.239.8 Modified Report of Shri B.C. Mathur Committee on UGC Service Conditions and Seniority related matters.

The Executive Council considered and accepted the revised report of Shri B.C. Mathur Committee with following modifications as suggested by the Standing Committee:

- 1) The following para to be added in part (A) of the Report after para (viii).

“The Standing Committee suggested that Shri B.C. Mathur Committee alongwith 1 or 2 Executive Council Members may be entrusted to work out suitable guidelines for determination of seniority/*inter se* seniority of teachers, including the question of the necessity thereof.”

Part (B) of the Report

- 2) The main eligibility qualifications (other than desirable qualifications) prescribed for the faculty and other positions be treated as Essential Qualifications.
- 3) Para (a) and para (c) under ‘Essential Qualifications’ for the post of Professor be changed as under:
- (a) *An eminent scholar in relevant discipline with (i) consistently good Academic record, (ii) a doctorate degree or published work of high quality and (iii) actively engaged in research and training with at least 10 years’ experience in PG teaching/training and/or research or guiding research at Doctoral level;*
or
- (c) *a senior administrator in All India, Central, State or allied services/Public Sector Undertakings with at least 10 years experience in a senior position relevant to the activities of Institute.*
- 4) The Essential Qualifications under para (c) for the post of Reader be changed as under:
- (c) *At least 7 years experience of teaching P.G./equivalent level, and of conducting and/or guiding research in the relevant field.*
or
Practicing administrator in a senior position in Government with at least 7 years of experience relevant to the activities of the Institute.

- 5) Last para prescribing qualifications for the post of Lecturer should read as under:
"The Committee also recommends that the Director in consultation with Chairman, IIPA may decide the level at which the faculty position should be recruited depending upon the need of the Institute."
- (The decision of Executive Council was that the Director will do so in consultation with Chairman, Standing Committee and Chairman, IIPA.)**
- 6) The requirement of "Good Knowledge of Hindi" under Desirable Qualifications for all Administrative and Library positions be changed to "Working Knowledge of Hindi".
- 7) Essential Requirement at para (c) for the post of Asstt. Librarian be changed as under:
 (c) *Candidate should be well-versed with the application of Computer and Information technology for Library functions and services.*
- 8) The Essential Qualifications for Deputy Registrar at (a) be changed as under:
 (a) *A Master's degree in Public Administration/Social Science/IT/ Management/ Law with at least 50% marks or its equivalent grade.*
- 9) Paras 4 (ii) and (iii) at Page 12 of Report, being repetitive, be deleted.
- 10) The grade points 'A' and 'D' in "GRADE CONVERSION CHART" at Page 13, being typing error, be corrected as under:

| | |
|-----|-------------|
| 'A' | 4.5 – 5.49 |
| 'D' | 1.50 – 2.49 |

- 11) The following changes be made under para-6 on CAREER ADVANCEMENT:

Professor (promotion) – para-(b) be changed as under:

Research contribution/books/papers published in Referred journals.

Assistant Librarian (Sr. Scale) to Dy. Librarian

The following Essential Requirement be treated as Desirable Qualification:

Obtained a Ph.D. degree or an equivalent published work.

The last para "The Asst. Librarian in the senior scale who do not have Ph.D. degree or equivalent published work, but fulfil the other criteria mentioned above will be placed in the Dy. Librarian Scale subject to recommendation of the Selection Committee", was not agreed to.

Promotional Avenues for Dy. Registrars and Dy. Librarians

The following recommendation was also not agreed to as in the Standing Committee's opinion, the creation of an intermediary pay scale would be a retrograde step:

"In Committee's opinion, the Executive Council may consider whether an intermediary pay scale may be created for this purpose".

The Chairman left the meeting at this stage and rest of the proceedings were chaired by Dr. V. Subramanian, Vice-President, IIPA.

Item No.239.9 Recommendation of the Screening Committee for Admission of New Members.

Noted.

Item No.239.10 Extension of CPF facility to Shri M.C. Gupta, Director, IIPA.

As recommended by the Standing Committee, the Executive Council approved the extension of CPF facility to present Director, Shri M.C. Gupta with effect from the date of his joining. The Council also endorsed that the service conditions of Shri M.C. Gupta may be amended accordingly, and that such benefit may also be made available to future appointees.

(The Director withdrew from the meeting when this item came for discussion).

Item No.239.11 Items to Report:

(i) Foreign visits of Faculty/Sr. Administrative Staff.

(a) Visit of Dr. S.N. Suri, Registrar to Helsinki (Finland).

Noted.

(b) Visit of Shri Anil Sinha, Head, NCDM to New York.

The report could not be tabled.

(ii) Voluntary retirement of Shri K.R. Nair, Superintendent (Sr. Scale).

Noted.

(iii) Grant of Dearness Allowance instalment to IIPA employees.

Noted.

(iv) Extension of Extra Ordinary Leave to Dr. T.K. Saha, Reader.

Noted.

Item No.239.12 Any other business with permission of the Chairman.**(i) (a) Formation of a IIPA Local Branch at Kanpur (Uttar Pradesh).**

As recommended by the Standing Committee, the Executive Council approved the formation of a Local Branch at Kanpur.

(b) Formation of a IIPA Local Branch at Bareilly (Uttar Pradesh).

The Executive Council endorsed the recommendation of the Standing Committee approving in principle the formation of a Local Branch at Bareilly, and that the decision of the same may be conveyed with the approval of Chairman, Standing Committee/Chairman, I.I.P.A. after considering the views of U.P. Regional Branch, when received.

(ii) Updation and codification of IIPA's Service Bye-laws.

The Executive Council appreciated the efforts in bringing out an up-to-date compilation and codification of IIPA Service Bye-laws and agreed with the suggestion of the Standing Committee to remit it for detailed examination to a small Committee to be appointed by the Chairman, IIPA. The Council also desired that copies of the document may also be placed in the Library, faculty common room and staff common room for reference and suggestions from the faculty and others for consideration of the Committee.

(iii) Some members raised the issue of "grievance redressal" and suggested that there was need for grievance redressal machinery, howsoever imaginary the grievances may be. The existing position regarding the grievance redressal mechanism was briefly explained by the Director and it was also mentioned that while representations against the decision of Registrar lie with the Director, any employee of IIPA aggrieved of any decision of Director can appeal to the Standing Committee. In this context, the question was raised by one of the members whether the decision of Standing Committee will be reviewed by the new sub-committee on grievance redressal which is now proposed to be formed. It was also noted that it would be inappropriate for any committee or sub-committee of Executive Council to review the decisions of the Executive Council itself. While there was a feeling that there

should be grievance redressal mechanism, its responsibilities will have to be carefully worked out by the Executive Council.

During discussion on the subject, reference was made to the recommendation of Dr.V.Subramanian Committee for setting up of a Steering Committee whose composition and functions were suggested after very careful deliberations. The Director informed the Council that the Steering Committee would really have met the purpose that some of these Executive Council members had in mind while suggesting grievance redressal mechanism, but that recommendation of Dr. Subramanian Committee was not agreed to.

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

(S.B. CHAVAN)
CHAIRMAN

(V. SUBRAMANIAN)
VICE-PRESIDENT


(M.C. GUPTA)
DIRECTOR &
MEMBER-SECRETARY