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

Minutes of the 255th Meeting of the Executive Council held on 31st August, 2005 at 10.30 a.m. in the Conference Hall of the Institute

PRESENT

1. Shri T.N. Chaturvedi - Chairman
2. Shri G.C.L. Joneja
3. Shri B.C. Mathur
4. Dr. Agarala Easwara Reddi
5. Prof. Joseph K. Alexander
6. Dr. R. Balasubramanian
7. Prof. (Mrs.) Noorjahan Bava
8. Shri E. Dasaradhan
9. Dr. R.R. Dhanapall
10. Prof. R.V. Dhanapalan
11. Shri M.C. Gupta
12. Shri B.V. Krishna Kumar
13. Prof. (Mrs.) Aasha Kapur Mehta
14. Shri S.B. Mishra
15. Dr. Yogendra Narain
16. Shri Suryya Ray
17. Prof. (Mrs.) S. Saroja
18. Dr. N. Sethuraman
19. Prof. N.P. Singh
20. Dr. (Ms.) Sujata Singh
21. Shri Brij Mohan Shrivastava
22. Dr. K.N. Srivastava
23. Dr. S. Subramanian
24. Dr. Har Swarup
25. Dr. H. Thansanga
26. Prof. S.P. Verma
27. Dr. P.L. Sanjeev Reddy - Director & Member-Secretary

Dr. Naresh Kumar, Registrar, Dr. C. Giri, Dy. Registrar (AS) and Shri M.K. Gulati, Dy. Registrar (F&A) were also present.

At the outset, Director warmly welcomed the Chairman and Members of the Executive Council and informed about the meetings of the following Committees held on 29.8.2005:

(1) Screening Committee
(2) Academic Committee

(3) Resources & Economy Committee

(4) and the meeting of the Standing Committee held on 30th August, 2005 and appraised the Executive Council of their recommendations.

Chairman also warmly welcomed the Members and sought their cooperation in efficiently conducting the affairs and activities of the IIPA.

Item No. 255.1 Grant of leave of absence to Members.

The following Members who could not attend the meeting were granted leave of absence:

1. Prof. Pranab Banerji
2. Dr. S.S. Bloeria
3. Dr. S.L. Goel
4. Dr. Adarsh Kishore
5. Dr. K. Malaisamy
6. Dr. R.A. Mashelkar
7. Shri M.L. Mehta
8. Prof. K.N. Pathak
9. Shri R.R. Shah
10. Dr. V. Shanmugasundaram
11. Shri A.N. Tiwari

Item No. 255.2 (i) Confirmation of Minutes of the 254th meeting of the Executive Council held on 29th March, 2005.

The minutes, as circulated, were confirmed.

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

While confirming the action taken report, Director informed the Council about the response submitted on 20.4.2005 by IIPA with regard to ACORD Report. He also informed that the issues were discussed with the Secretary (Personnel) as well as with the new Joint Secretary (Training) and that they are examining our response. He stated that he hoped to hear something positive within the next 2-3 weeks.

A member desired that a copy of the reply submitted to the Govt. may also be provided to each members, which was agreed to.

With these observations, the actions taken were noted.

Item No. 255.3 Draft Annual Report for 2004-2005.

The Executive Council recommended for the adoption of the Annual Report 2004-05 by the General Body as recommended by the Standing Committee and agreed with the recommendations of the Standing Committee that the members may send their observations, if any, within the next 10 days. The Chairman advised that both the substantive content as well as good editorial style should be deployed to ensure an elegant presentation. as done in previous by the Director with the help of some local members locally available

Item No. 255.4 Balance-sheet and Audited Statement of Accounts for 2004-2005 together with the Report of the Chartered Accountants.

Some members expressed concern about the estimated deficit position amounting to Rs.1.18 crore approx. as on date for the current year. Director explained the main reasons for deficit were primarily the imposition of 10% cut in the maintenance grant, wage increases, impact of 50% DA merger on wages as well as contingent liabilities besides general inflation etc. He explained that if cut on our grant is restored by the DOPT, as is being pleaded and with introduction of high value and high end programmes, the widening gap would be significantly bridged. He requested the members to suggest further measures and options to beef up the bottom line.

With these observations, the Executive Council approved the Balance-sheet and Audited Statement of Accounts for 2004-05 together with the Report of the Chartered Accountants for adoption in the AGM, as recommended by the Standing Committee and agreed with the recommendations of the Standing Committee that the members may send their observations, if any, within the next 10 days.

Item No. 255.5 Draft remarks on suggestions/observations made by members in the AGM held on 16th October, 2004.

Chairman mentioned that the remarks of the office may be more positively worded - particularly with reference to para 10 & 12 etc. (and where the wording "not feasible" was used) as pointed out by some members. plausible reasons some point likely acceptable difficulty

A mention was also made that income tax exemption available under Section 35(1)(iii), 80G and 80GG under Income Tax Act may also be examined and benefits available under these may be clearly brought to the notice of the EC Members and Branches. Director informed that this will be discussed with the Chartered Accountants for getting necessary exemption wherever required, and preparing a self contained explanatory note for circulation among all concerned. Chairman mentioned as it was a technical matter, adequate professional help be obtained.

With these observations, the Executive Council approved the draft remarks on suggestions/observations made by members in the last AGM for circulation to members, as recommended by the Standing Committee.

Item No. 255.6 Report of the Committee regarding finalisation of:

(i) Guidelines for appointing Professor Emeritus and visiting Professor in IIPA.
(ii) Terms and conditions for contractual appointment of Faculty in the Institute.

After detailed discussions on the issue, the Executive Council deferred the matter as recommended by the Standing Committee. The Members expressed various views with regard to appointment of Professor Emeritus and Visiting Professor/Distinguished Fellows. The Chairman mentioned that we have to take proper safeguards with regard to contractual appointments etc. whether Institute's need is there and vis-à-vis the possible output of such appointees along with financial implication. He advised the Members that a note with their suggestions may be sent by the Members to the Director for consolidation which will be referred to some experts to examine the pros and cons and offer their suggestions for action. Chairman suggested the issue may require a second look by E.C. before any decision is initiated

Item No. 255.7 Guidelines/Criteria for Honouring of Members.

While approving the recommendations of the Standing Committee regarding the format and guidelines/criteria for Honouring of Members, the Chairman mentioned that the Members may like to propose the names who merit consideration according to the yardsticks suggested.

Item No. 255.8 Representation from Members regarding free accommodation for four days during the AGM & Members' Annual Conference.

A detailed discussion took place and Chairman mentioned that he will look into all the aspects and the views expressed by various Members as well as the Standing Committee's recommendation for providing free lodging from 2 days to 4 days to the members of IIPA attending the AGM and take a decision.

Item No. 255.9 Removal of members in arrears for more than two years (2003 & 2004) from the roll of membership of the Institute under Rule 35(1).

The Executive Council approved the recommendations of the Standing Committee for removal of the names of 58 Annual Members and 5 Corporate (Annual) Members from the

roll of membership of the Institute under Rule 35(1) of the Rules of the Institute for non payment of arrears.

Item No. 255.10 Recommendations of the Screening Committee regarding:

(i) Rationalisation of norms for admission of new members.

Director explained the recommendations made by the Standing Committee in this regard. Prof. (Mrs.) Noorjahan Bava, Chairperson of the Screening Committee further elucidated the issue. Several members raised the issue of capping the membership to only about 250 members in a year whereas we are presently receiving a huge number of applications and requested to reconsider such ceiling besides issues relating to speedy disposal of a large pending applications. Chairman mentioned that the Screening Committee would look into all such aspects to streamline the process to avoid any bitterness and subjectivity. In case members of E.C. felt necessary for early membership in some cases, the Dir/Regr. & the members concerned may bring to the notice of the Chairman, Screening Committee for requisite and further action.

With these observations, the following recommendations of the Standing Committee were approved by the Executive Council for rationalisation of norms for admission of new members:

(1) That the recommendations made by the Screening Committee may be taken as guidelines as necessary Rules already exist in the Memorandum of Association & Rules (reference Rule 4 to 7).

(2) The guidelines suggested for Annual/Life membership may be modified as follows:

(i) Serving or Retired Members of All India Services, Central & State Service Officers at the equivalent Senior level and from PSUs would be eligible.

(ii) Application from foreign academics (subject matter specialists), Excellencies and diplomats of countries with whom IIPA have signed MoUs, may be considered for membership on merit.

(iii) Faculty members teaching post graduate classes from Lecturers upwards in Political Science/Public Administration in Colleges (affiliated to University) / University Departments would be eligible.

(iv) Readers in Economics, Sociology and Social Work in Colleges (affiliated to University) and University Departments would also be eligible for Annual/Life membership as these subjects are relevant to the study and practice of public administration.

(v) Retired Professors/Readers of relevant disciplines and also Educational Administrators and other eminent persons would be considered for membership of the Institute.

(2) With regard to Associate Membership, the guidelines suggested were approved without any change.

(3) The suggested qualifications for Student Membership be changed from a mere Bonafide M.A. Student to Bonafide Post Graduate/Professional Students to widen the scope and coverage.

As regards the consideration of the applications received from past and present elected Representatives of Parliament, State Assemblies, Mayors/Members of Municipal Council/Corporations for membership, it was observed that these may be considered by the Screening Committee as per the existing rules and provisions.

As regards awarding the Honorary Membership to the various dignitaries etc. may not be necessary as President of India is already the Patron of the Institute and Vice-President of India is the President of the Institute.

(ii) Recommendations for admission of new members.

The Executive Council approved the recommendations of the Screening Committee for admission of new members, as recommended by the Standing Committee.

Item No. 255.11 Minutes/Recommendations of the following Committees meetings held in July, 2005:

(i) Academic Committee

(a) Proposals of academic collaborations.

While approving the recommendations of the Standing Committee regarding proposed academic collaboration, the Executive Council appreciated the commendable efforts of the Director in this regard.

(b) Report of the Committee for Evaluation of the Quality of Research Work of IIPA Faculty.

The recommendations of the Standing Committee advising Prof. (Mrs.) Aasha Kapur Mehta to submit alternative set of recommendations after eliciting the views from the other faculty members on the EC etc. for consideration was approved.

(c) Consideration of request of Mrs. Charru Malhotra, Assistant Professor (System Analysis and Programming) for grant of study leave for a period of 2 years.

The recommendations of the Standing Committee suggesting the Director may suitably advise Mrs. Charru Malhotra that as soon as the situation improves regarding availability of IT faculty, her request may be considered, was approved.

(ii) Resources & Economy Committee

The Executive Council approved the recommendations of the Standing Committee. The Chairman also mentioned that Resources & Economy Committee may also help motivate Members to generate donation as also to mobilise funds to improve the financial health and development of IIPA, as recommended by the Standing Committee.

On a mention that IIPA may accept training programmes from corporate houses, private sector etc., the Chairman mentioned that we may consider such programmes without in anyway belittling the status and image of the IIPA.

(iii) Case Study Committee

As recommended by the Standing Committee, the recommendations of the Case Study Committee were approved by the Executive Council.

(iv) Editorial Board

The recommendations of the Standing Committee as follows were approved by the Executive Council:

(1) Regarding upward revision of rates of IJPA of Rs.300/- for individual may be retained but the institutional subscribers be charged Rs.600/-.

(2) The Journal may be empanelled with DAVP for government advertisements and advertisements may be sought from various PSUs, Banks and other government

public bodies to make the Journal self supporting. The Chairman cautioned that the advertisements should be generally acceptable and non controversial.

Item No. 255.12 (i) Reimbursement of medical claim in respect of IIPA employees incurred on self and their family members.

The Executive Council approved the continuance of the existing CGHS facility if there is no deviation which it considers justifiable will require approval.

(ii) Fixing and laying down the percentage of filling up of posts through direct recruitment and by promotion at the level of Assistants and Superintendents in the Institute.

While approving the recommendations of the Standing Committee to suitably examine in detail the issue with a view to improve the efficiency of the employees, the Chairman mentioned that we should train our people, provide facilities to ensure high quality output. This may be worked out by discussing with some senior members of the Executive Council and staff. It was also mentioned that a suitable annual appraisal/evaluation should be implemented forthwith. This not possible any longer so permit substandard staff to continue in the interest of the Institute. That is why caution and care is indeed needed both during promotion and recruitment.

An issue was also raised that about 13 persons working on ad-hoc basis for the last several years have not been regularised, the Chairman mentioned that this may be discussed separately and if their services are satisfactory and required, this may be considered as per the rules in force. Needless delay in such matters be avoided

Director mentioned that we are already in touch with the ISTM to provide need based training and job enrichment. Chairman mentioned that this may also be discussed with the group and appropriate capacity building programmes launched and be will like to be kept informed about progress in this regard.

A member desired that the promotion policy may also be provided to the EC Members. This was agreed to.

Item No. 255.13 A brief report on the important activities of the Institute during April 2005 – August 2005 relating to:

(a) Training Programmes,
(b) Status of Research & Consultancy Projects,
(c) Seminars/Conferences/Lectures,
(d) Visitors to the Institute.

Noted.

Item No. 255.14 Setting up of proposed National Centre for Right to Information at IIPA.

While approving the recommendations of the Standing Committee, a mention was made that if the Centre is set up, it may be ensured that it should not be separated from IIPA as happened earlier. The Chairman advised that this concern should be taken care of. with drafting agreement or making part of MOU.

Item No. 255.15 Implementation of Right to Information Act, 2005 in IIPA.

The Executive Council approved the recommendations of the Standing Committee regarding implementation of Right to Information Act, 2005 in IIPA and designating Librarian as Information Officer assisted by Mrs. Sunita Gulati, Dy. Librarian and Shri Dipankar Guha, Assistant Publication Officer as Assistant Information Officers who will deal with various aspects of implementation of the Act in the Institute under the overall guidance of the Registrar and the Director, IIPA.

Item No. 255.16 MOU with LBSNAA, Mussoorie.

The Executive Council appreciatively approved the recommendation of the Standing Committee regarding the proposed MoU for collaboration with LBSNAA, Mussoorie. It was also mentioned that through Ministry of External Affairs, IIPA may approach for making it a hub for public administration for SAARC countries. In this connection, Shri M.C. Gupta mentioned that this was earlier taken up unsuccessfully with the Ministry of External Affairs. Director mentioned that he will take up this matter with Shri Shyam Saran, Foreign Secretary who has recently become a Member of IIPA. The Chairman endorsed the suggestion and advised quick action.

Item No. 255.17 Payment of increased City Compensatory Allowance w.e.f. 1-4-2004 w.r.t. Office Memorandum issued by Ministry of Finance.

The Executive Council approved the recommendations of the Standing Committee that the copy of necessary circular issued by the Ministry may be obtained for consideration.

Item No. 255.18 Items to Report:

(i) Extension of service of present Director, Dr. P.L. Sanjeev Reddy till 31.3.2007.

Noted.

(ii) Appointment of new Faculty, Dy. Registrar (F&A) and Research Officer.

A member mentioned that proper publicity and time for inviting applications was not given. The Chairman clarified that the advertisement was given in the four national dailies of Delhi (HT), Mumbai (TOI), Kolkata (Telegragh) and Chennai (Hindu) besides employment news, university news as well as put on the website of IIPA. However he advised that in future atleast 60 days time may be allowed for receipt of applications. ~~It~~ in the times of things, as was suggested by a member.

It was also mentioned by a member that these appointments have been made without the approval of the Executive Council. The Chairman mentioned that this has been the time honoured practice.

With these observations, the item was noted.

(iii) Placement of Shri A.P. Yadav, Professional Assistant in the higher scale of Rs.8000-275-13500 under Time Bound Personal Promotion Scheme.

Noted.

(iv) Recommendation of Selection Committee with regard to interview held for promotion of faculty under Career Advancement Scheme.

Noted.

(v) Re-joining of Dr. S. Majumdar, Dy. Librarian (Sr. Scale).

Noted.

(vi) Re-joining of Shri Ashok Raja Dhoundiyal, LDC.

Noted.

(vii) Extension of term of deputation of Prof. V.K Sharma for another one year.

Noted.

(viii) Extension of term of deputation of Prof. P.S.N. Rao for another two years.

Noted.

(ix) Approval of probation period of Dr. (Mrs.) A. Sarada, Assistant Professor (Sr. Scale) promoted as Associate Professor of Economics under Career Advancement Scheme.

Noted.

(x) Appointment of Sr. Consultants on ad-hoc basis.

A point was raised that while appointing the two consultants under reference one of them Dr. P.V. Thomas has been offered a very high honorarium of Rs. 50,000/- and has been appointed **initially** for 9 months.

It was mentioned that this has been discussed and approved in the Standing Committee meeting alongwith other such appointments made on the recommendations of Project Directors. The Chairman mentioned that in future we should be cautious and any such appointments should be period specific and should not be left to the Project Director alone. Chairman also requested the Chairman, Resources & Economy Committee to review the progress of such consultancies.

As regards the constitution of a small group for such appointments as recommended by the Standing Committee comprising of Hony. Treasurer, Director and Project Director, it was decided to have one or two additional members without affecting the required flexibility and operational freedom to deliver the output on time.

(xi) Retirement of Faculty/Sr. Administrative staff.

Noted.

(xii) Visits abroad of Sr. Administrative Staff/Faculty.

Noted.

(xiii) Grant of Dearness Allowance instalment to IIPA Employees.

Noted.

(xiv) Awarded of new Mess/Canteen contract to M/s Bedi & Bedi Associates for a period of 2 years with effect from 1-8-2005.

Noted. Some members complained about the quality of catering. The Chairman advised that this may be immediately addressed as otherwise alternative arrangements will have to be made.

Item No. 255.19 Any other business with permission of the Chairman.

(i) Proposal Dated 10.8.2005 received from Prof. S.L. Goel, Vice-President IIPA, Dr. A.E. Reddi, Vice-President IIPA, Prof. N.P. Singh, Member EC and Prof. R.V. Dhanapalan, Member EC.

The Executive Council noted the observations of the Standing Committee and felt that in such cases after examination of the proposal from EC Members the position should be brought to the notice of the concerned EC Members.

(ii) Candidature and voting rights of the IIPA Members in the election of their respective Regional/Local Branches.

The Executive Council approved the recommendations of the Standing Committee keeping in view the legal opinion stating, "IIPA Rules for the purpose of Electoral Roll are applicable to the candidates and to the voting rights of IIPA members in the election of the Regional/Local Branches also and the Election Bye-laws of the Institute shall be followed in the elections of the Regional/Local Branches so far as may be applicable".

(iii) Relaxation and regulation of pensionary case of Prof. A.K.Sharma, Vice-Chancellor, Mizoram University.

The Executive Council approved the recommendation of the Standing Committee regarding relaxation and regulation of pensionary case of Prof. A.K. Sharma, Vice-Chancellor, Mizoram University.

(iv) Constitution of a small Committee for appointment and payment of honorarium to Consultants (Experts) involving payments of Rs.15,000/- or more.

As per decision taken with regard to Item No. 255.18 (x).

(v) Inspection Report of the Director General of Audit, Central Revenues on the Accounts of the IIPA for the period from 1.4.2002 to 31.3.2003.

The Executive Council approved the draft replies to the inspection report on the accounts of the Institute for the period from 1.4.2002 to 31.3.2003, as recommended by the Standing Committee.

x. Taking account of the difficulty as pointed by the Director, that an immunizing undertaking be taken from Dr Sujit that in case the Hon'ble Court came to conclusion about his liability, the would reimburse the total amount as required and the HPH would in no way be responsible for any such liability. He further suggested reaction in view of the delay that had occurred for reasons, the matter be finalised in the next four five weeks.

(vi) Settlement of the pensionary case of Dr. S.N. Suri, former Registrar.

The Executive Council desired that the advice from the Dept. of Pension on the various issues raised by CVC, CAG and CBI be got expedited so that an early decision is taken on this long pending matter.

(vii) The Executive Council noted the Minutes dated 29.8.2005 of the following Committees which were circulated:

(1) Screening Committee
(2) Academic Committee
(3) Resources & Economy Committee
(4) Standing Committee

(viii) Prof. R.V. Dhanapalan mentioned about the necessity of constituting a Disciplinary Committee to which the Chairman consented in pricniple. Some members raised the issue of anonymous complaints insinuating the functionaries. While deprecating such unhealthy practices the Executive Council suggested that entertaining them in the light of the ground realities and clarifications provided is unsustainable.

A member of the Executive Council raised the issue of gross misbehaviour of one of the faculty members in rebuking him and spreading disaffection. Hon'ble Chairman explained that in view of a series of misconduct on his part in the past also, immediate disciplinary action should be initiated. All the members of the Executive Council unanimously desired that deterrent action should be taken against such indecent behaviour on a signed complaint by the member.

Dr. Yogendra Narain explained that although IIPA is holding training programmes, seminars, symposia on various themes of great societal relevance, there is poor media coverage and hence poor visibility for IIPA to the outside world. The Chairman also expressed concern over this and explained that this could be due to the absence of a PRO. The Director explained that the Publications Division with its staff could perhaps handle this in view of their network with the media. Chairman desired effective follow-up action in this regard.

A mention was made that some facility may be provided in the office for EC Members who may visit office from time to time. This was agreed to.

The Director thanked the Chairman and the Members of the Executive Council for the trust reposed in him and assured that he would strive his best with the support of the Chairman, members of the Executive Council and the staff to position IIPA as one of the outstanding centres of excellence. The Chairman and the Members conveyed their good wishes for continued success in this regard.

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

T. N. Chaturvedi

(T.N.CHATURVEDI)
CHAIRMAN

P L Reddy

(P.L. SANJEEV REDDY)
DIRECTOR &
MEMBER-SECRETARY