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

Minutes of the 265th meeting of the Executive Council held on September 7, 2007 at 4.00 p.m. in the Conference Hall of the Institute

PRESENT

1. **Shri T.N. Chaturvedi** - **Chairman**
2. Dr. K. Malaisamy
3. Dr. S. Subramanian
4. Prof. N.P. Singh
5. Shri B.V. Krishna Kumar
6. Dr. B.P. Mathur
7. Dr. R. Balasubramanian
8. Prof. (Mrs.) Noorjahan Bava
9. Shri E. Dasaradhan
10. Dr. R.R. Dhanapall
11. Prof. R.V. Dhanapalan
12. Dr. S.L. Goel
13. Shri M.C. Gupta
14. Dr. Yogendra Narain
15. Shri B.C. Mathur
16. Dr. Agarala Easwara Reddi
17. Shri Suryya Ray
18. Shri S. Ramanathan
19. Dr. N. Sethuraman
20. Dr. K.N. Srivastava
21. Prof. (Mrs.) S. Saroja
22. Dr. V. Shanmugasundaram
23. Dr. Har Swarup
24. Prof. S.P. Verma
25. Shri Ajay Sawhney, Jt. Secretary, DoPT - on behalf of the Secretary (Personnel)
26. Dr. S.S. Bloeria
27. Dr. V.V. Rama Subba Rao
28. Shri S.C. Misra
29. Shri N.K. Das (In lieu of Chairman, IIPA Assam Regional Branch)
30. Dr. Navnit Sinha (In lieu of Chairman, IIPA Bihar Regional Branch)
31. Prof. S.S. Singh } Faculty Representatives
32. Dr. V.N. Alok }
33. Shri B.S. Baswan - Director & Member-Secretary

Dr. Naresh Kumar, Registrar, Dr. B.D. Singh, Dy. Registrar (AS) and Shri Suresh Chandra, Dy. Registrar (F&A) were also present.

The Chairman welcomed the members and the new Director Shri B.S. Baswan, to whom, on behalf of the E.C, he assured full coperation.

Cmw = items)

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Item No. 265.1 Grant of leave of absence to Members.

The following members could not attend the meeting and were granted leave of absence:

1. Prof. B.J. Deb
2. Dr. Sanjiv Misra
3. Shri R.R. Shah
4. Prof. R.C. Sobti
5. Prof. Anil C. Ittyerah

Item No.265.2 (a) Confirmation of the Minutes of the 264th meeting of the Executive Council held on 29 June, 2007.

The minutes, as circulated, were confirmed.

(b) (i) Action Taken on the Minutes of the 263rd meeting of the Executive Council held on 26 March, 2007.

The action taken report was considered and approved with some observations against each item as mentioned below:

1. Transfer of ownership rights to IIPA over the building vacated by the IAMR in IIPA's campus and hiring out it to the NIDM.

The Director mentioned that matter has been discussed with the Home Secretary who has advised the Secretary (Border Management), MHA to convene a meeting with us, the FA and the Executive Director, NIDM. (It has now been fixed for 12 September,) ~~and~~ a *via media* can be found with regard to the settlement of rent between the rates prescribed by the CPWD and the market rent. The Chairman authorized the Director to proceed in this regard and further added that Prof. R.V. Dhanapalan has earlier looked into the issues relating to the building under reference. The ownership right issue would be discussed by the Director with the Member Secretary, Planning Commission when the latter returns from leave.

As regards the issue of settlement of rent with the IHD, the Chairman mentioned that the Hony. Treasurer and the Director could look into ~~this matter~~.

2. Position with regard to the investment made with the U.P. Cooperative Spinning Mills Federation Ltd.

It was advised that another reminder ~~may~~ be sent to the Chief Secretary, Uttar Pradesh, and Dr. Yogendra Narain, to whom a copy would be sent, was requested to help in this regard.

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(ii) **Action Taken on the Minutes of the 264th meeting of the Executive Council held on 29 June, 2007.**

1. **Item No.263.9 (ii) Reported misconduct of Chairman of the West Bengal Regional Branch.**

Shri Suryya Ray enquired when the earlier election of the West Bengal Regional Branch has been annulled twice i.e. in March & June, 2007 by the Executive Council, how Shri P. Bhattacharya wrote letters in the capacity of the Hony. Secretary of the West Bengal Regional Branch as is evident by his letter dated 21.8.2007 addressed to a member? The Chairman mentioned that the copy of this letter may be circulated to all the members of the E.C. (which was immediately done). Shri Suryya Ray further urged that the election of the West Bengal Regional Branch should not be delayed, but held immediately.

The Chairman mentioned that he will look into the matter and discuss with the Director, Dr. K.N. Srivastava and some other members of the E.C to arrive at a conclusion, adding that the election should be held within two months.

Shri Suryya Ray further raised the issue of enrolling of Shri P. Bhattacharya, Additional Chief Secretary and Director Administrative Training Institute, Govt. of West Bengal as a member of the IIPA, as recommended by the Screening Committee. The Chairman mentioned that this issue will be looked into.

2. **Item No.263.9 (iii) Visit to China by IIPA's delegation.**

A member mentioned that whenever any visit is made abroad by any faculty etc, a brief report should be submitted to the Executive Council and a detailed report prepared, a copy of which can be placed in the Library.

The Director mentioned that as regards the recent visit to China by a delegation from the IIPA, a meeting has been arranged tomorrow with Prof. N.P. Singh (Team Leader) and those who accompanied the delegation.

3. **Item No.264.10 (i) Proposal for formation of the IIPA Haryana Regional Branch at Gurgaon (Haryana).**

The Chairman mentioned that, in the first instance, there initially was no objection from the Punjab/Haryana/Chandigarh Regional Branch, and Haryana continued with this Branch after its geographical separation. It appeared that the members residing in Haryana have not objected to the formation of the Regional Branch at Gurgaon and we should go

ahead; the Punjab/Haryana/Chandigarh Regional Branch can now be renamed as the Punjab & Chandigarh Regional Branch.

Some members mentioned that, in some Branches, the position of Chairman is being held by the Chief Secretaries without their becoming a member of the IIPA and most of them do not take any interest in the activities of the Branch. It was suggested that they first become a member of IIPA, *before* their election as the Chairman of the Branch. It was further advised that we should encourage younger IAS & IPS officers to become members of the IIPA. The Chairman, Screening Committee mentioned that, in yesterday's meeting of their committee, a number of young IAS & IPS officers were recommended for enrollment as members of the IIPA.

Item No.265.3 Draft Annual Report for 2006-2007.

The Chairman mentioned that, as per the present practice, a 3-4 member committee had edited the Report. ~~It was also suggested that~~ If members have any suggestions, the same could be sent urgently by them. With these observations, the Executive Council recommended adoption of the Annual Report 2006-07 by the General Body, as recommended by the Standing Committee.

The Chairman thanked the Chairman, Standing Committee, the Director and other colleagues who helped in ~~editing and~~ finalization of the Annual Report.

Item No.265.4 Balance-sheet and Audited Statement of Accounts for 2006-2007 together with the Report of the Chartered Accountants.

The Hony. Treasurer mentioned that he will be discussing the annual accounts with the Auditors and informed the Council that the accounts of the Institute have been duly audited by the statutory auditors of the Institute. He explained that the revenue expenditure was of the order of Rs.6 crore and the income Rs.5.56 crore, resulting in a shortfall of Rs.0.44 crore for the year under reference. The cumulative shortfall as on 31.3.2007 stood at Rs.1.25 crore, and the main reason is the progressive reduction in the grant by the DoPT, which, 4-5 years back, was Rs.3.15 crore; during the year 2006-2007 it stood at Rs.1.89 crore. For the current year ~~i.e. 2007-08~~ the grant sanctioned is just Rs.1.57 crore. He mentioned that, during the year under reference, income from training programmes has risen considerably. Dr. B.P. Mathur also emphasized that the revision of rates for research and consultancy projects is necessary, and that recently the rates of training programmes have been revised. These are areas where the major contribution is made by the faculty and since the number is depleting the total establishment/overhead costs are ~~over~~loaded on them. He felt that unless we recruit

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more faculty the overhead costs cannot be cut, and further emphasized the need for implementing the double entry system of accounting, computerization of accounts and modernization of the systems including internal audit.

The Chairman mentioned that all these aspects may be looked into; the recruitment of the faculty is to be expedited. The Director mentioned that the Executive Council had appointed a committee to assess the requirement of the faculty, which had prepared a list of posts that may be filled in. These positions will be advertised where funding is available or adjusted against a project given the current financial crisis where recurring costs are met from the advances given by the IIPA's customers. He further added that he will try to get some Chairs sanctioned by the Ministries, but this would remain a fire fighting exercise till the Strategic Plan is approved, as it is a *sine quo non* for Government assistance. The Chairman urged the members to carefully go through the Strategic Plan, adding that he had urged the Secretary, (Personnel) to sponsor more training programmes to the IIPA. The Director emphasized that IIPA has to deliver *quality* and there will be no shortage of work. He highlighted the need for conducting *high value* programmes to ensure higher income generation and optimal use of the Institute's capacity. IIPA have to upgrade its facilities with regard to infrastructure, training equipment, the hostel, the mess and the Library. It was further emphasized by the E.C members, that while weeding out Library books that are not required, proper care may be taken in the binding of books and the exercise to digitize the library should be expedited.

With these observations, the Executive Council *approved* the Balance-sheet and Audited Statement of Accounts for 2006-07 together with the Report of the Chartered Accountants for adoption in the AGM, as recommended by the Standing Committee.

Item No.265.5 **Removal of names of the members in arrears for more than two years (2005 & 2006) 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 41 Annual Members and 6 Corporate (Annual) Members from the roll of membership of the Institute under Rule 35(1) of its Rules.

Item No.265.6 **Draft office remarks on suggestions/observations made by the members in the AGM held on 28 October, 2006.**

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The Chairman mentioned that the same committee which had edited the Annual Report may go through the remarks and ensure that our responses are positive and plausible. If anybody in the E.C has suggestion, they may send it at the earliest.

Item No.265.7 **Strategic Plan of IIPA.**

As regards the Strategic Plan and the proposal for Deemed University Status, the Chairman requested all the members to go through the proposals and these will be discussed in a separate meeting convened for this specific purpose next month.

Item No.265.8 **Counting of past service in respect of Prof. (Mrs.) Bharati Sharma.**

The Executive Council approved the recommendation of the Standing Committee for counting of past the service in respect of Prof. Bharati Sharma.

Item No.265.9 **A brief report on the important activities of the Institute during July – August, 2007 relating to:**

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

Noted.

Item No.265.10 **Items to Report:**

(i) Joining of Shri B.S. Baswan as Director, IIPA.

Noted.

(ii) Retirement of faculty.

Noted.

(iii) Extension of Prof. Sushma Yadav, Professor, B.R. Ambedkar Chair.

Noted.

(iv) Foreign visits of faculty members.

Noted.

The Chairman mentioned that various MoUs entered during the last 4-5 years may be reviewed, and acted upon.

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Item No.265.11 Any other business with the permission of the Chairman.

(i) Amendments in the Rules of the Institute for the positions of – (i) The Patron and (ii) The President of the Institute.

The Executive Council recommended adoption of the proposed amendments, for which a Special General Body meeting may be convened half an hour or so before the AGM in October, 2007. It was also advised that the rule position with regard to the above provisions be checked with the office of the Registrar of Societies.

The Chairman mentioned that he will be shortly meeting the Vice President of India and would, at the time, seek his consent and convenience for presiding over the Annual General Body meeting on October 26 or 27, 2007, which were the dates suggested, with the approval of the E.C .

(ii) Recommendations of the Selection Committee.

The Executive Council approved the recommendations of the Selection Committee as follows:

1. Promotion of Dr. Sujata Singh, Associate Professor (Policy Science) to the post of Professor under the Career Advancement Scheme in the pay scale of Rs.16400-22400, as per rules.

2. Placement of Shri Sunil Dutt, Publication Officer in the senior scale of Rs.10000-15200 under the Career Advancement Scheme, as per rules.

3. Placement of Shri Dipankar Guha, Asst. Publication Officer in the next higher scale of Rs.8000-13500 under the Time Bound Personal Promotion Scheme, as per rules.

4. Promotion of Shri R.K. Yadav, Superintendent to the post of Assistant Registrar in the pay scale of Rs.8000-13500.

The Chairman highlighted the need for further improvement in the standard of editing and proof reading, both in the case of books and the newsletter for enhancing the image of the IIPA, which should accompany the placement in higher scales of the officers of the Publication Section.

(iii) Recommendations of the Screening Committee, meeting held on September 6, 2007 for admission of new members.

The Executive Council approved the recommendations of the Screening Committee, for admission of the new members except in the case of Shri P. Bhattacharya, Addl. Chief Secretary, West Bengal, which would be looked into by the Chairman.

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It was also suggested that, in the case of Corporate members one time lumpsum payment should be taken as far as possible.

(iv) **Rationalisation of the TA/DA and conveyance charges to E.C. members.**

The Chairman said that the Director and the Hony. Treasurer may look into this matter.

(v) **Publicity of IIPA's activities.**

A member mentioned that there should be a Publicity Officer in IIPA, for wider publicity of IIPA's activities as earlier there was a Public Relations Officer to look after this work. The Chairman mentioned that the Director could look into ~~this matter~~ it.

It was also emphasized that the IIPA's website may also be updated on a weekly basis and all the activities, programmes placed thereon.

A member suggested that a historic documentation on the E.C. of IIPA could be prepared by some expert, when resources permit.

(vi) **Minutes of the 224th meeting of the Standing Committee held on September 6, 2007.**

Noted.

(vii) **Minutes of the 61st meeting of the Academic Committee held on September 3, 2007.**

Noted.

(viii) **Minutes of the Sixth meeting of the Resource & Economic Committee held on September 3, 2007.**

Noted.

(ix) **Minutes of the meeting of the Library Advisory Committee held on Aug 21,2007.**

Noted.

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

T.N. Chaturvedi

(T.N. CHATURVEDI) 10/9
CHAIRMAN

Bswan 9/9/07

(B.S. BASWAN)
DIRECTOR &
MEMBER-SECRETARY

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