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

Minutes of the 278th meeting of the Executive Council held on September 10, 2010 at 2.30 p.m. in the Conference Hall of the Institute

PRESENT

1. **Shri T.N. Chaturvedi** - **Chairman**
2. Dr. K. Malaisamy
3. Shri S. Ramanathan
4. Prof. (Mrs.) S. Saroja
5. Dr. K.N. Srivastava
6. Prof. S.P. Verma
7. Dr. S.L. Goel
8. Prof. S.N. Mishra
9. Dr. (Mrs) N. Rajalakshmi
10. Dr. V. Shanmugasundaram
11. Dr. Brij Mohan Sharma
12. Dr. (Mrs.) Aruna Sivakami
13. Dr. Har Swarup
14. Shri T.N. Dhar
15. Prof. R.C. Sobti
16. Shri M.C. Gupta
17. Shri K.K. Sethi
18. Shri Suryya Ray
19. Dr. P. Sukumaran Nair (Kerala Regional Branch)
20. Prof. J. Guha Roy }
21. Prof. (Mrs.) Rajesh Singh } Faculty Representatives
22. Dr. Lipi Mukhopadhyay }
23. Dr. Rakesh Hooja - Director & Member-Secretary

Shri Ajay Sawhney, Jt. Secretary (Training) on behalf of the Secretary, Personnel and Shri J.S. Chadha, Asstt. Financial Adviser, on behalf of the Secretary, Expenditure also attended the meeting.

Dr. Naresh Kumar, Registrar, Dr. C. Giri, Dy. Registrar (Admn.), Dr. B.D. Singh, Dy. Registrar (Estt.), Shri Suresh Chandra, Dy. Registrar (Fin) and Shri R.K. Yadav, Asstt. Registrar, were also present.

The agenda notes were perused along with minutes of Standing Committee meting held on September 9, 2010 which were circulated at the beginning of the meeting.

Item No.278.1 **Grant of leave of absence to Members.**

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

1. Dr. R. Balasubramanian
2. Prof. R.V. Dhanapalan
3. Shri B.V. Krishna Kumar
4. Shri N.S. Periyaswamy
5. Dr. A. Eswara Reddi
6. Shri P.R. Shampath
7. Prof. N.P. Singh
8. Prof. Sunita Singh
9. Shri T.G. Negi
10. Shri Sanjay Kumar Srivastava
11. Prof. C. Lalkima
12. Mrs. Sudha Pillai

The Chairman also informed the house that Mrs. Sunita Singh, Member of the EC has been blessed with a girl child. Members expressed their blessings to the newly born child.

On behalf of the Executive Council and his own behalf the Chairman conveyed thanks for the services rendered to the Institute by the former Director Shri B.S. Baswan. Thereafter the members of the Executive Council cordially welcomed the new Director Dr. Rakesh Hooja.

Item No.278.2 (a) **Confirmation of the Minutes of the 277th meeting of the Executive Council held on March 30, 2010.**

The minutes, as circulated, were confirmed.

(b) **Action taken on the minutes referred to above.**

The action taken report was approved with the following observations:

Item No.277.2(b) - <u>Item No.275.1 Preparation of a panel of experts on different topics from the E.C./retired academics in different disciplines who can give their services to IIPA without any payment of TA/DA.</u>

While noting the above item, a member mentioned that outstation experts retired academics or administrators should get atleast boarding/lodging facility. The Chairman mentioned that it can be considered by the concerned Programme Director, if the budget provision exists. However atleast persons located in Delhi could be made use of in this way if they offered their services.

He further advised that whenever any important delegations visits IIPA or any conferences/seminars etc. are planned well in advance to be held at the IIPA, local EC members/retired faculty of IIPA resident in Delhi should also be sent invitations, as had been advised earlier also.

Item No.275.2 (b) Proposal for an additional corpus from the Govt. of India for pensions.

With regard to implementation of the revised pension scheme as per Sixth Pay Commission recommendations, the Director apprised the members that recently we have received a communication from the GoI that they will be providing us only 90% of the pension arrears upto May, 2010 only (which is around Rs.80 lakh only and for the current year the shortfall may be around Rs.10-12 lakh) and no additional grant/corpus will be sanctioned for future payments for the implementation of the revised pension scheme which means that in future years IIPA would be forced to make up significant annual shortfalls in the funds available from its pension fund in case the revised pension scheme were to be implemented. While we have yet to examine the letter in detail, prima facie it appears that it will be difficult for the Institute to meet the growing liability in future and that we may have to go back to the Govt. for seeking additional support for the future before implementation of the revised pension scheme, by strongly making out our case.

The Chairman mentioned that similar problem is also being faced by some other institutions and we may request the Government again to reconsider the matter. Shri M.C. Gupta, former Director mentioned that when during his time in 1997 the Government had accepted in principle that any future increase in pension liability of IIPA would be payable by Government and sanctioned the pension scheme for the IIPA employees for which necessary liability was got worked out from a reputed Actuary based on which the Government sanctioned a corpus of Rs.5.50 crore approximately and at that time no one including the Government had thought about steep rise in the emoluments/pension entitlement of the employees in future. And that similar exercise may also be done by the IIPA before approaching the Government. The Director informed the house that the necessary details were duly got worked out from an Actuary and submitted to the Government and the Government then asked for revised proposals indicating a liability on annual basis, which was provided to them. The Chairman advised that we should get hold of all the previous papers also and make a case for approaching the Government again.

On being enquired by a member about the fate of implementation of the revised pension scheme if the Govt. does not agree to our proposal, the Chairman mentioned that he hoped that such a situation will not arise.

Separately Chairman indicated that efforts to raise additional resources and to keep expenses under control should continue on the part of IIPA.

Item No.268.16 (iii) (a) Non-handing over charge to the new office bearers of the West Bengal Regional Branch.

The Director apprised the Council about the discussion held in the Standing Committee regarding making a request to the Chairman, West Bengal Regional Branch for the following:

1. To provide copies of Utilization Certificates sought for by the West Bengal Govt. and due for submission to the IIPA as they have taken over the charge from the previous office bearers.
2. To apprise whether they have taken over the charge of library books, and
3. To have one official address instead of two as at present.

Shri Suryya Ray mentioned that they are running the office from his house and that are in the process of taking of the possession of library books.

The Chairman, Standing Committee also advised Shri Suryya Ray not to have the Branch office at his residence but he should find out a suitable place.

The Chairman while endorsing the above view, also mentioned that copies of necessary U.Cs should also be forwarded to IIPA for which a letter will also be sent by the office.

Members suggested that the Regional Branch should make efforts so that the relations between Regional Branch and State Government which had got strained are improved in future.

Item No.277.7 Position with regard to proposal prepared by Prof. Pranab Banerji and submitted to the Ministry of Rural Development on "Action Research on the Contribution of Values in Rural Development" as requested by Dr. Har Swarup.

The Chairman advised the Director to ascertain the position with the Ministry of Rural Development.

Item No.278.3 Selection and appointment of Dr. Rakesh Hooja as Director, IIPA.

While noting the item, some members suggested that since Dr. Hooja had taken voluntary premature retirement at suggestion of IIPA to join at IIPA in August, his initial appointment as Director should be made effective till he attained the age of 63 years in November, 2013, extendable by mutual consent till he reaches age of 65 years. It was agreed that Chairman may take appropriate decision in the matter.

Item No.278.4 Draft Annual Report for 2009-2010.

The Director informed that the Draft Annual Report has been discussed in the Standing Committee meeting yesterday and IIPA office has been asked to read through it once again thoroughly so that there may not be any grammatical, factual, spelling etc. mistake. He indicated that some such mistakes had been adversely pointed out by our members in last years AGM.

The Chairman, Standing Committee mentioned that he has asked the Director to get it read thoroughly and he may nominate someone for this purpose. He also mentioned that contributions of the Faculty have been adequately incorporated in the Report. A member mentioned that we have a full fledged Publication Section headed by a senior officer and they should do this job of checking the language for mistakes. The Chairman mentioned that even he has noted certain spelling etc. mistakes in our Annual

Report/journal and has pointed out in the file for them to work harder. There is also a need for improvement in the printing/designing of the newsletter.

The Director also informed the Council that the reports about the activities of the two Local Branches have been received late i.e. after issuing the agenda and the Draft Annual Report. The Council approved that same may be incorporated in the Draft Annual Report as recommended by the Standing Committee. The Chairman mentioned that the Regional & Local Branches should be reminded to send their reports in time and to activate their activities.

The Hony. Treasurer emphasized the need for updating our website. The Director mentioned that ICT Centre (which is now headed by one of our regular Faculty who has been made its Vice Chairman) has done some work in this regard and they will be having an in-house presentation before the faculty very soon of the matter proposed to be put up on the website of IIPA.

The Executive Council recommended adoption of the Annual Report 2009-2010 by the General Body, as recommended by the Standing Committee.

Item No.278.5 **Balance-sheet and Audited Statement of Accounts for 2009-2010 together with the Report of the Chartered Accountants.**

The Director apprised the members that during the year 2009-2010 the Institute had generated a surplus of Rs.55 lakh approximately and the cumulative shortfall has come down to approximately Rs.66 lakh against the approximate figure of Rs.121 lakh as at the year end 2008-09.

A member mentioned that our assets have grown up after many years and the Institute is in a happy position as even though there still is a cumulative deficit, there is a surplus of Rs.55 lakh this year as compared to shortfall of Rs.66 lakh in the previous year and for this the former Director, the Registrar and their team, as well as the faculty, are to be congratulated.

The Director further mentioned that in the Standing Committee it was advised that work performance of each faculty member needs to be assessed. He further mentioned that a committee has already been constituted to go into the details for implementation of UGC regulations in the context of IIPA for the faculty etc., which will also examine work load norms for each faculty member. Accordingly a system of annual performance report being submitted by each faculty member would be introduced.

The Chairman mentioned that this is one of the conditions laid down by the Govt. and we should expedite and concretize this now and he will also pursue it.

With these observations, the Executive Council recommended the Balance-sheet and Audited Statement of Accounts for 2009-2010 together with the Report of the Chartered Accountants, for adoption by the General Body.

Item No.278.6 **Removal of members in arrears for more than two years (2008 & 2009) from the roll of membership of the Institute under Rule 35(1).**

While approving the recommendation of the Standing Committee for removal of 40 Annual Members and 11 Corporate members who are defaulter members (who are more than 2 years in default) under Rule 35(1), it was advised that before taking this action, one more reminder may be sent to the Corporate members politely informing them if their annual subscription due are still not received their membership will stand ceased (rather than using the word removed/removal).

Item No.278.7 **Draft office remarks on suggestions/observations made by members in the AGM held on October 30, 2009.**

The Director informed the house that the office remarks have been duly seen and edited by the committee constituted by the Chairman, Standing Committee to examine the draft Annual Report.

The Chairman mentioned that there are few members who raised various points during the AGM and they can be briefed by the E.C. members in advance before the

AGM, and at the same time the office may keep ready more information on each issue for clarifying the points if so required at the time of the next AGM.

The Executive Council accepted the office remarks on the suggestions/observations made by the members in the AGM held on October 30, 2009, as recommended by the Standing Committee.

Item No.278.8 **Draft office remarks on the suggestions/observations made by the Office Bearers of the Regional & Local Branches in its meeting held on October 30, 2009.**

The Chairman mentioned that a copy of agenda note of this item also be sent to the Dhar Committee as they are dealing with the issues of the Branches.

The Executive Council accepted the office remarks on the suggestions/observations made by the office bearers of the Regional & Local Branches in its meeting held on October 30, 2009, as recommended by the Standing Committee.

Item No.278.9 **Amendment in the Election Byelaws of the Academic Staff for co-option to the Executive Council.**

The Executive Council approved the amendment in the Election Byelaws as proposed in the agenda item, as recommended by the Standing Committee.

Item No.278.10 **Setting up of the Mother Dairy/Safal KIOSK in the campus.**

The Executive Council approved the recommendation of the Standing Committee as proposed in the agenda item.

On members expressing their views about the Hostel lodging and boarding facilities, the Chairman mentioned that following two issues are involved:

1. Food – when this service was outsourced he thought that IRCTC will themselves manage it but they have further outsourced it. We will review the working of the arrangement after a few more months.

However, at present a small committee will be constituted by Chairman to monitor the quality of food etc. One member cautioned that quality of food depended upon the rates that the contractor (in this case IRCTC) is permitted to charge and the committee should keep that in mind while performing its duties.

2. Hostel management – with the outsourcing of the Hostel services, our staff has been taken out and redeployed and the new staff of the agency does not recognize the E.C. members etc. who should be welcomed and received properly. The staff as far as possible should be in proper uniform and their names should be duly displayed on their shirts. In the meantime the members were requested to carry their identity card so that they may be properly entertained. The staff should be polite at all times.

A separate committee will be constituted by Chairman for the Hostel management which will be assisted by one Dy. Registrar. They would look at cleanliness in entire hostel building, whether linen etc. are being properly provided/replaced in the rooms and services being provided by the contractor.

For these day-to-day issues regarding board and lodging and cleanliness in the hostel the Director will not be burdened.

Item No.278.11 A brief report on the important activities of the Institute during April-August, 2010 relating to:

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

While noting the above item, the Chairman mentioned that in case of consultancies/projects the faculty concerned should adhere to the time frame prescribed for completion of the consultancy/project. We had appointed a committee for appointment of Consultants which should screen them thoroughly. And our own Faculty should develop and take care of performance/quality of each project and they then can be evaluated thereafter.

Item No.278.12 **Recommendations of the Screening Committee for admission of new members.**

Minutes of meeting of Screening Committee meeting held on September 9, 2010 were circulated and perused. The Chairman, Screening Committee mentioned that the committee in its meeting held on 9.9.2010 scrutinized 220 applications for membership and recommended 183 names for Annual/Life membership, 2 for Associate membership and 2 for Student membership, 33 applications were rejected.

He further informed that on behalf of the committee he will be further examining the pending applications and if necessary rest will be scrutinized next month.

The Council approved the above recommendations.

The Director informed the Council that going through the list recommended by Screening Committee he found that the name of new Joint Secretary (Training) designate Mrs. Upma Srivastava (an ex-APPPA participant-35th APPPA) has also been recommended for approval of the membership of IIPA, who is likely to be taking over from Shri Ajay Sawhney, present J.S. (Trg.) on 16.11.2010.

Item No.278.13 **Items to Report:**

(i) Visits abroad of Faculty/Director.

While making note of this, the Chairman, Standing Committee mentioned that as discussed in the Standing Committee meeting we may also ascertain what is the impact on the individual and on the institution by making such visits (particularly for visits made at IIPA cost) for which the Director may prescribe a proforma for future which should be submitted by the Faculty concerned along with the visit report.

(ii) Extension of Deputation term of Prof. Suresh Misra and Prof. Sushma Yadav.

The item was noted. Hony. Treasurer mentioned that the Ambdkar Foundation has not sanctioned so far some of the balances of grant due to IIPA and her College is also calling her back to join since Prof. Sushma Yadav has completed five years permissible extraordinary leave period. It was clarified that she had been duly selected by IIPA as Ambedkar Chair Professor for a period of 3 years till January 2011. However on her own risk she has been allowed three months period till mid November 2010. The Director mentioned that during this period, she has been asked to complete all the pending work of hers in IIPA and to take all action to expedite the release of the pending grant.

The Chairman enquired as to how the Asst. Editor has been paid honorarium during the time of previous Director without the approval of the Chairman, Standing Committee and the Chairman and that the file may be put up to him.

(iii) Extension of date of retirement of Prof.(Mrs.) Rajesh Singh and Prof. Jaytilak Guha Roy from 62 to 65 years.

Noted.

(iv) Approval of probation period.

Noted.

(v) Re-designation from UDC to Assistant.

Noted.

Item No.278.14 Any other business with the permission of the Chairman.

(i) Authorization to Chairman, IIPA for constituting a committee to recommend names for honouring of IIPA members for their distinguished services to Public Administration and change of name of Award.

and

(ii) Recommendation of the Committee for Honouring of IIPA members for their distinguished services to Public Administration

It was agreed that Award be renamed as "Paul H. Appleby Award for Distinguished Service to IIPA and to Public Administration". It would be retrospective to cover all previous awardees who would be sent a letter that IIPA considers them to be Paul H. Appleby Award winner. Replicas of the small plaque being given to present awardees could also be sent to all previous awardees.

Chairman informed that the committee constituted by him comprising Dr. K. Malaisamy (Chairman), Prof. S.P. Verma, Prof. S. Saroja, Shri B.C. Mathur and Prof. V.K. Sharma has recommended the following six names (not in any order of preference):

1. Shri V. Veerabadran
2. Dr. P.D. Sharma
3. Shri B.V. Krishna Kumar
4. Prof. V. Bhaskara Rao
5. Prof. Ramesh K. Arora
6. Prof. David C. Potter

The Chairman has accepted the recommendation of the committee in full.

This was endorsed by Executive Council.

(iii) Recommendations of the Selection Committee

The Executive Council approved the recommendation of the Selection Committee for appointment of Dr. Suresh Misra to the post of Professor of Public Administration (with specialization in Consumer Affairs) and Shri Jitendra Kumar Tripathi to the post of Dy. Registrar (Finance). They may be offered appointment on usual terms of one year probation which can be extended by IIPA for another year. In case Shri Tripathi fails to join by a stipulated date, IIPA may consider offering appointment on probation to Ms. Rupali Mohapatra as recommended by Selection Committee.

(iv) Revision of rates for Hindi Journal Lok Prashashan

The Executive Council approved the revision of rates for Special Number of Hindi Journal Lok Prashashan and for regular issues as proposed in agenda item, as recommended by the Standing Committee. There will accordingly be different rates for Life Members, for Individuals who are not Life Members, and for Institutions.

(v) Revision of subscription of rates for IJPA

The Executive Council approved the revision of subscription of rates for IJPA as proposed in agenda item, as recommended by the Standing Committee. Accordingly there will be different rates for Life Members, for Individuals who are not Life Members, and for Institutions. Director informed that though minutes of IJPA Editorial Board meting had not been received, there was a proposal to extend the one time concessional five years subscription scheme for Life Members. The Council approved the recommendation of the Editorial Board IJPA to extend for another two years for allowing concessional one time subscription for IJPA of Rs.1000/- for five years to the Life members of the Institute.

Director was authorized to work out a similar suitable rate for offering concessional 5 years subscription to Life Members of Lok Prashashan Journal.

(vi) Minutes of Lok Prashashan Editorial Board

Noted.

(vii) Minutes of Rules Committee

Noted.

(viii) Minutes of Byelaws Committee w.r.t. Resolution from Prof. Jai Ram Tiwari & others for convening Special General Body Meeting.

The Chairman, Standing Committee briefly apprised the members about the recommendations of the committee recommending that the Executive Council approve for making a request for moving the President of the Institute to convene a Special Meeting of the General Body under Rule 21 of the Memorandum of Association & Rules on Friday, 29 October, 2010 at 11.00 a.m. to consider the issues raised by Dr. Jai Ram Tiwari & 57 other members of IIPA who have requisition such a meeting. He further apprised the members about the point of view of the committee on each of the points raised in the resolution of Dr. Jai Ram Tiwari and 57 others and on some alternative amendments suggested by the committee for the selection of various office bearers and composition of the Executive Council and other Committees, as per minutes along with agenda items etc. circulated to the members of the Committee. He was of the view that as mentioned by a member, the IIPA is not a federation of Branches, as such indirect election can not take place. Similarly proportional voting system is not possible. One of the alternatives (which is not mentioned in the minutes of the Committee) can be that the eligible voters cast their votes (on the ballot paper sent by the Headquarter) on a fixed date by going in person to the polling booth showing their identity cards at the Headquarter of the Regional/Local Branch concerned. Final counting of votes can be done at IIPA Headquarters in Delhi. However various alternatives to the proportional voting through electoral college as proposed by 58 members who have requisitioned the Special General Body need to be considered in more detail. Similarly a view has to be taken on each point raised by Dr. Jai Ram Tiwari and 57 others before the meeting of the Special General Body so that views of Executive Council could also be set forth in the Special General Body meeting.

Some members mentioned that since they have just received the minutes of the committee they are not in a position to immediately give their views. The Director requested that they may now examine the same and may send their suggestions/models urgently.

The Chairman mentioned that this issue is being raised for the last two years and now the President (the Vice President of India) is to be approached for apprising him about the necessity about admission of the resolution and the need for detailed examination of the matter for which a Special General Body meeting will have to be convened. While the views of Executive Council Members on the minutes of the Committee presided over by Chairman, Standing Committee would be collected and compiled, Chairman advised the Director that he may first meet the Secretary to President, IIPA (Vice President of India) and then the President of the Institute himself. And that Chairman himself will also meet the President of the Institute and discuss this issue.

(ix) Water Logging in the Campus and remedial action taken thereof.

The item was noted and remarks of Standing Committee on the matter were endorsed.

(x) Minutes of Standing Committee meeting held on September 9, 2010 were noted and endorsed subject to comments already made on individual items of the agenda of this meeting.

(xi) The Director informed that with the DoPTs concurrence, a Conference on Training for Governance having Heads of State Administrative Training Institutions and of some SIRDs as participants, will be held on 9th November, 2010. The Ministry will also participate in it. This is as per the Strategic Plan for IIPA approved by Government. The members appreciated the initiative.

(xii) A member raised the issue of one Dy. Registrar who has gone to the Court for re-designating him as Joint Registrar. The Chairman emphatically mentioned that no individual issue will be discussed in the E.C. as had been the convention for the long. Moreover we have the Grievances Committee and other channels which have already examined the issue and one should believe in duly established administrative procedures of the Institute. It is better to await Hon'ble High Court order as we have highest regard for it to settle the grievance of the concerned person.

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

T. N. Chaturvedi

(RAKESH HOOJA)
DIRECTOR &
MEMBER-SECRETARY

(T.N. CHATURVEDI)
CHAIRMAN