

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

Minutes of the 285th meeting of the Executive Council held on
March 28, 2012 at 4.30 p.m. in the Conference Hall of the Institute

PRESENT

- | | | | |
|-----|-------------------------------------------------------------|---|-----------------------------|
| 1. | Shri T.N. Chaturvedi | - | Chairman |
| 2. | Prof. N.P. Singh | | |
| 3. | Prof. (Mrs.) Aruna Sivakami | | |
| 4. | Prof. (Mrs.) N. Rajalakshmi | | |
| 5. | Prof. S.L. Goel | | |
| 6. | Shri B.V. Krishna Kumar | | |
| 7. | Dr. K. Malaisamy | | |
| 8. | Prof. S.N. Mishra | | |
| 9. | Shri S. Ramanathan | | |
| 10. | Dr. A. Eswara Reddi | | |
| 11. | Prof. V. Shanmugasundaram | | |
| 12. | Prof. Sunita Singh | | |
| 13. | Dr. K.N. Srivastava | | |
| 14. | Dr. Har Swarup | | |
| 15. | Dr. A.K. Bhan (Chairman, Jammu & Kashmir Regional Branch) | | |
| 16. | Dr. V.V. Rama Subba Rao (Chairman, Gujarat Regional Branch) | | |
| 17. | Shri S.C. Hota (Chairman, Orissa Regional Branch) | | |
| 18. | Dr. Navanit Sinha (Hony. Secretary, Bihar Regional Branch) | | |
| 19. | Prof. P.K. Chaubey | } | |
| 20. | Prof. Vinod K. Sharma | } | Faculty Representatives |
| 21. | Dr. Charu Malhotra | } | |
| 22. | Dr. Rakesh Hooja | - | Director & Member-Secretary |

Shri P.K. Subnani, Jt. Director (Training) on behalf of the Secretary, Personnel and Dr. Nagesh Singh, Adviser, Planning Commission on behalf of the Secretary, Planning Commission also attended the meeting.

Dr. Naresh Kumar, Registrar, Dr. C. Giri, Dy. Registrar (Admn.), Dr. B.D. Singh, Dy. Registrar (Estt.), Shri Amitabh Ranjan, Dy. Registrar (Finance) and Shri Suresh Chandra, O.S.D. (Fin.) were also present to assist in the meeting.

At the outset, the Chairman welcomed the members.

The agenda notes (and supplementary agenda notes) were perused along with minutes of Standing Committee meeting held on 27th March, 2012 which were circulated at the beginning of the meeting.

Item No.285.1 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 N.S. Periyaswamy
4. Shri P.R. Shampath
5. Prof. Brij Mohan Sharma
6. Prof. R.C. Sobti
7. Shri T.N. Dhar
8. Shri Jatin Hazarika
9. Prof. B.J. Deb
10. Shri Johney Joseph
11. Shri Sumit Bose

Dr. K. Malaisamy requested that he may be provided the details of members who have not attended the meetings of the Executive Council continuously for the last three years. The Chairman mentioned that this may be provided to Dr. Malaisamy and a copy may be forwarded to him also.

Item No.285.2 (a) Confirmation of the Minutes of last meetings of the Executive Council:

- (i) Minutes of the 283rd meeting of the Executive Council held on October 20, 2011.
- (ii) Minutes of the 284th meeting of the Executive Council held on October 21, 2011.

The minutes as circulated, were confirmed with the following observations:

1. In the minutes of the 283rd meeting of the Executive Council under Item No.283.7 the name of Shri S.C. Hota may be read as Shri P.C. Hota. The typing mistake is regretted.

2. It was advised that in future the names of the members may not be mentioned while recording the minutes as far as possible.

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

The action taken report was approved with the following observations:

(i) Under Item No.283.7 the name of Shri S.C. Hota may be read as Shri P.C. Hota.

(ii) On an enquiry by a member about the non-implementation of the decision of the Executive Council regarding implementation of 6th Pay Commission pension scheme and payment of 90% arrears already received (for the period 1.1.2006 to 31.5.2010) from DoPT, the Chairman mentioned that the payment of arrears was delayed as we were expecting that DoPT & Ministry of Finance may agree for release of additional funds as the matter was being pursued with them. However but now it appears that they are not agreeing therefore whatever we have received (i.e. 90% for period upto 31.5.2010) only will be paid to the

pensioners for the period 1.1.2006 to 31.5.2010 provided they give undertaking that they would not ask for pension as per 6th Pay Commission rates on a regular basis but continue receiving pension at 5th Pay Commission rates unless Government agrees to provide funds for payment of pension at 6th Pay Commission rates on a regular year to year basis and to make up the gap for arrears. At this point of time, two representatives of the pensioners who had gathered outside the Conference Hall (venue of the E.C. meeting) namely Shri B.K. Suri and Shri M.K. Gaur were invited in the meeting. The decision was informed to them that subject to submission of individual undertaking also besides the collective undertaking already given, to be provided by the pensioners to the office that they will not be claiming 10% portion from the IIPA towards the arrears as well as any payment on 6th Pay Commission rates from 1st June, 2010 onwards until and unless IIPA receives the required additional grants from the GoI for the purpose but would continue to receive pension as per 5th Pay Commission rates, the funds received from government could be distributed proportionately now subject to acceptance of the above. The two representatives had in the meeting conveyed the consent.

Item No.285.3(i) Subjects for (a) Annual Essay Prize Competition 2012, (b) Members' Annual Conference 2012, (c) Special Issue of IJPA (July-September, 2012) and (d) Special Issue of Lok Prashashan (July-Dec. 2012).

With the approval of the Chairman, Standing Committee & Chairman, IIPA, the following subjects have been finalized by Director for 2012 for the Annual Essay Prize Competition, Members' Annual Conference and Special Issue of Indian Journal of Public Administration (July-Sept.).

(a) Annual Essay Prize Competition, 2012

- (i) The Meaning and Relevance of Public Administration in Today's India
- (ii) Civil Society and Parliamentary Democracy in India
- (iii) Administrative Measures for Increased Agriculture Production

(b) Theme for Members' Annual Conference 2012

Administration of Urban Development & Urban Service Delivery

(The work of writing the theme paper has been assigned to Prof. K.K. Pandey)

(c) Special Issue of IJPA (July-Sept. 2012)

Use of a Competency Framework in Administration: Recruitment, Training, Promotions

(d) **Special Issue of Lok Prakashan (July-December 2012)**

Sanghvat: Faislahk Exam Bharatiya Sandarbh

These have already been notified in IIPA Newsletter.

(e) **Appointment of Judges for the Annual Essay Competition, 2012.**

The Executive Council decided that as was done in previous years the names of judges may be finalised by the Director in consultation with the Chairman, Standing Committee. It was advised that separate judges should be appointed for evaluation of English & Hindi essays.

A suggestion was made that the Annual Report & Newsletter may be put on our website and hard copies of the same may be sent to only those members who may request for the same. However the house advised that the existing practice of sending hard copies to all members may continue, though Annual Report could also be placed on website as was already being done for IIPA Newsletter.

Item No.205.4 Dates for the Annual General Body Meeting and Members' Annual Conference.

The Executive Council approved the recommendation of the Standing Committee, that the Annual General Body Meeting may be convened either on 12 or on 19 October, 2012, subject to the convenience of the President and the Chairman of the Institute. The Members' Annual Conference may be held on the subsequent day.

Item No.205.5 Draft Agenda for the Annual General Body Meeting.

The Executive Council approved the Draft Agenda of the Annual General Body Meeting as per the agenda notes in accordance with Rule 19 of the Memorandum of Association & Rules of IIPA.

Item No.205.6 Schedule for IIPA Executive Council elections 2012-2016.

The Executive Council on the recommendation of the Standing Committee approved the schedule for IIPA Executive Council elections 2012-2016 as proposed in agenda notes in accordance with the Election Byelaws.

ELECTION SCHEDULE 2012
(As per the Election Byelaws)

	Date	Proposed Events
1.	May 2012 Issue of IIPA monthly Newsletter	Release of Election Notification
2.	2 July, 2012 (Monday from 10.00 a.m. to 5.30 p.m.)	Starting Date for receipt of Nomination Papers
3.	20 July, 2012 (Friday up to 5.30 p.m.)	Last date for receipt of Nomination Papers.
4.	20 July, 2012 (Friday – 5.30 p.m.)	Opening of the Nomination Papers and notifying nominations received.
5.	25 July, 2012 (Wednesday up to 5.30 p.m.)	Last Date for Withdrawal of Nomination Papers
6.	26 July, 2012 (Thursday from 10.30 a.m.)	Scrutiny of Nomination Papers
7.	6-9 August, 2012 (Monday to Thursday)	Dispatch of Ballot Papers.
8.	17 September 2012 (Monday upto 5.30 p.m.)	Last Date for receipt of Ballot Papers.
9.	20 September 2012 (Thursday, 10.00 a.m.)	Counting of Votes and declaration of results.

The Director informed the Council that we had received a legal notice from Shri S.R. Sundaram, Legal Counsel of Tamil Nadu Regional Branch with reference to a request made by the Branch for extending the date of receipt of prescribed membership format for a month from 1.2.2012 for which earlier we had not acceded to as per past practice. However now we have obtained the legal advice from our Legal Counsel who has advised that since the election process has yet not started and elections are held once in four years, as such we may allow the extension for receipt of same. The Executive Council approved that one month time may be allowed as per legal advice. This be notified through IIPA Newsletter and all Regional and Local Branches may also be requested to inform the members and to get the formats sent on time.

A member mentioned that the hands of the Director should be strengthened for bringing academic excellence to the Institute and the number of committees and frequency of their meetings as well ^{a.s} membership of individual committees should be reduced and the committees should provide positive advice and guidance on academic matters to the Director.

The Chairman mentioned that as authorized by the E.C. he has been considering the issue of minimizing the number and merging of some committees including reducing the size of the committees and the frequency of the meetings of the committees. Its urgency had also been pointed out by the Hony. Treasurer also, since it involves much expenditure to convene

meetings. Some adhoc committees which were constituted for a particular work but tend to continue even after the task is over may be wound up. He further mentioned he will constitute a group of a few persons to look into the issues of size of the E.C., S.C. and ask it to submit its report at the earliest. Action in respect of some committees can be taken by us & E.C. had already authorized the Chairman for the needful and it would become operational shortly. He mentioned it was not a palatable task and may hurt some members but that was unavoidable. It was not possible to accommodate all wishes of members. As regards E.C., Academic Committee etc. we would have to seek amendments which would go to AGM. Chairman also said that he would try his utmost personally that in the forthcoming elections there was no mischief in sending or receiving ballot papers. He would see to it that it is a fair and free election. But this also depends on ethical approach of members and voters too. He appealed for their cooperation.

A member mentioned that we should actively consider making IIPA into an Institute of National Importance and also that we should try to help the Director by appointing an Academic Joint Director. The Chairman mentioned that the latter is not feasible as the Director was both the academic and administrative head. Director can seek for whatever assistance required for good of the Institute from any of the faculty members. Whenever a Search Committee is appointed for selection of the new Director of the Institute it comprises experts from various fields including Vice Chancellors and it is for committee to suggest both academics or administrators and it is their recommendation that we adhere too. As regards the issue of making Institute of National Importance, he mentioned that earlier the issue of Deemed University was given up and the draft bill for Institute of National Importance drafted a couple of years was defective in many ways and the former Director was asked to rectify the inadequacies as IIPA is a training institute also and Gol has also got an ACORD committee report prepared in 2004 about working of IIPA. To highlight all achievements of IIPA in various spheres since 1954 Director has set up a group of faculty members to prepare a booklet which could be used to inform concerned people about cumulative achievements of IIPA.

A member requested that for overseeing the projects at Badaun a small committee may be constituted. The Chairman mentioned that it was not possible to have more and more committees. He will see that the centres for rural development and panchayati raj and for social welfare are reactivated at the Institute. Besides IIPA faculty, people from outside from E.C. or outside E.C. like Dr. Yogendra Narain and Shri M.C. Gupta could be associated with such centres who have keen interest in the activities of the Institute and we have been

utilising services of these valued colleagues. Recently newly constituted centre for ethics has conducted a good one day workshop. The Dhar Committee have finalised its report relating to functioning of Branches and it will be examined by the IIPA office before any decision is taken. Every effort is made that Institute's faculty continues to remain motivated and they are also permitted to go outside the country.

The Training Coordinator Prof. V.K. Sharma apprised the Council that during the current year from trainings the Institute has earned an revenue of Rs.3.50 crore against figures of Rs.2.70 crore last year. He further mentioned that during the next year it may rise to around Rs.6 crore as we have got large number of training programmes from Afgan and Nepal Governments. He also provided a copy of letter received from Embassy of India from Nepal appreciating the quality and usefulness of the programmes conducted by the IIPA for the Nepal Government and continuation of such programmes. The Chairman read out the letter. The Council applauded the achievement. The Chairman mentioned that while making reservation of rooms for training programmes or for members, there should not be any special reservation for any member. International training programmes involving foreign participants should receive top most priority in allotment of hostel rooms.

The Chairman mentioned that he does not appreciate one day kind of programmes which are sometime organized for private organizations using Institute's facilities at our cost and even for which concerned faculty is charging honorarium for themselves. Such activities should be minimized, if not altogether stopped even if the private organization make small financial contribution for the same. Only if very eminent speaker is involved and topic is extremely relevant, then in extremely rare case such a programme as organizing a lecture may be considered. He observed that no substantial work is being done at IIPA in the area of criminal law and justice which has been completely relegated and needs attention early.

Item No.285.7 A brief report on the important activities of the Institute during November, 2011 – March, 2012 relating to:

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

Noted.

Item No.285.8 Items to Report:

- (i) Circulation of Election Guidelines for Regional and Local branches.

Noted.

- (ii) **Faculty appointment & Promotion, appointment of Dy. Registrar and Dy. Registrar (Finance).**

Noted.

- (iii) **Appointment of Consultant in the State Consumer Helpline Knowledge.**

Noted.

- (iv) **Pay fixation of Dr. V.N. Alok, Dr.(Mrs) Kusum Lata and Dr. Girish Kumar Associate Professors.**

Noted.

- (v) **Foreign visits of Director & Faculty.**

Noted.

- (vi) **Extension of IIPA's Time Bound Personal Promotion Scheme by granting third upgradation on completion of 30 years of service w.e.f. 1.9.2008.**

Noted and approved the recommendations of the Standing Committee to examine if any cadre/post is not covered under UGC pay scales/CAS scheme or Govt's scales/IIPA's Time Bound Personal Promotion Scheme. If so these may also be brought under the modified Time Bound Personal Promotion Scheme after due examination.

- (vii) **Filling-up the post of Registrar on his retirement on superannuation.**

Issuing of advertisement inviting applications for the post was noted.

- (viii) **Minutes of the Academic Committee meeting held on 29.2.2012.**

Noted. Among other things the Academic Committee had endorsed having a MoU with NHRC for IIPA to conduct training, research, workshop and seminar at NHRC cost. Exploring possibility of Ph.D. research through IIPA was also suggested. A proposal for training sessions on Saturdays plus distance education and 2 one week workshops in a year long programme for Under Secretary/Deputy Secretary level officers had been approved for forwarding to DoPT for possible funding. It had also been noted the ENA Paris wanted to renew its MoU with IIPA.

- (ix) **Joining of one Faculty (Dr. (Mrs.) Shyamili Singh), Dy. Registrar (Finance) (Shri Amitabh Ranjan) and extension of Shri Suresh Chandra upto 30.4.2012.**

Noted.

- (x) **Selection of new Faculty Dr.(Mrs.) Charru Malhotra as Associate Professor in e-Governance & ICT.**

Noted.

Item No.285.9 Any other business with permission of the Chairman.

- (i) **Casual vacancies caused due to sad demise of Prof. S.P. Verma & Prof. S. Saroja, Members Executive Council (2008-2012).**

Since fresh elections are near the corner, the item was dropped and the vacancies may continue till elections are completed.

- (ii) **Amendments in the Election Byelaws.**

The Executive Council approved the recommendation of the Standing Committee regarding the following amendment in the Election Byelaws:

In Rule 19 the following may be added after (vi).

“(vi a) The giving of one’s ballot paper to any other person, or receiving of any other member’s ballot paper, since each ballot paper is meant to be handled only by the member who has a right to vote.”

And accordingly existing para (vii) of Rule 19 may be read as follows:

“(vii) Any member found indulging in unethical practices referred to in Rule 19 (i) to (vi a) shall be debarred from voting for a period of eight years. Any contestant found indulging in malpractices shall be debarred from contesting all future elections to the Executive Council of the Institute.”

Accordingly the para 10 of the election related notification will also be changed.

This amendment should be notified in IIPA Newsletter and all Regional and Local Branches also be requested to inform members accordingly.

- (iii) **Minutes of the Lok Prashashan Editorial Board meeting held on 23 March, 2012.**

The minutes were noted and the Council approved the recommendations of the Standing Committee that for next 3 years each year two issues of the journal be published and revised subscription rates be adopted for ordinary individual subscribers who are not life members – one year subscription Rs.200/- instead of Rs.150/-, single ordinary issue Rs.100/- instead of Rs.85/-, special issue Rs.175/- instead of Rs.125/-. These revised rates to come into force from 1 July, 2012 after being notified on the IIPA website and in IIPA newsletter. Other rates for life members and for institutional subscribers could remain unchanged at present. The Council endorsed the Editorial Board decision about maximum numbers of

... for an ordinary issue and for a special issue. The Chairman mentioned that publication of the local journal should continue for the good of a large number of students and scholars.

(iv) Report of Prof. (Mrs.) Anura Srivastava, Vice President, IPA on the functioning of Karnataka Local Branch of IPA.

The Executive Council approved the recommendations of the Standing Committee as had been circulated to the agency earlier.

(v) A few members enquired whether IPA may guide/supervise Ph.D. students. The Chairman mentioned that we are not aware of it provided the advertisement in which mention is made of officials should be a regular one.


In regard to a query from a member about alteration and adoption of UGC regulations by the IPA, the Chairman mentioned that revised regulations in the context of IPA are under consideration. He mentioned however IPA usually follows the UGC regulations but modification keeping a view IPA's requirements and these will be finalized shortly.

He further mentioned that as retired administrative staff of IPA will continue to be re-employed after 31st March, 2012. Only in any cases of urgent work a brief period may have to be allowed. A policy would be formulated in case there is extreme need to use any retired faculty or staff members after retirement. As regards the hostel management, he said that it is to be done by the agency in which the work has been awarded or entrusted. The Director mentioned that one person from the IPA office will have to check the workings and maintain an account from accounts to check the accounts of the hostel in daily basis to ensure that the agency pays up all the money received in IPA. The Chairman further mentioned that the agency may be advised that their staff should be courteous and polite to the members and Ex. of E.C. members and other committee members may be provided a list.

Before ending the meeting, the Chairman also released the book titled "History of Karnataka Regional Branch - 1957-2011" and expressed appreciation of the pioneering effort of the Karnataka Branch.

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


(R.V. BHATTAR)


(T.N. CHATURVEDI)

pages for an ordinary issue and for a special issue. The Chairman mentioned that publication of the Hindi Journal should continue for the good of a large number of students and scholars.

(iv) **Report of Prof. (Mrs.) Aruna Sivakami, Vice President, IIPA on the functioning of Tirunelveli Local Branch of IIPA.**

The Executive Council approved the recommendations of the Standing Committee as had been circulated in the agenda notes.


(v) A few members enquired whether IIPA may guide/supervise Ph.D. students, the Chairman mentioned that we are not averse to it provided the universities to which student is to be affiliated should be a reputed one.

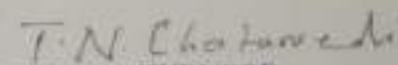
As regards a query from a member about adaptation and adoption of UGC regulations by the IIPA, the Chairman mentioned that revised regulations in the context of IIPA are under consideration. He mentioned however IIPA broadly follows the UGC regulations but modifies them keeping in view IIPA's requirements and these will be finalized shortly.

He further mentioned that no retired administrative staff of IIPA will continue to be re-employed after 31st March, 2012. Only in any cases of urgency a brief period may have to be allowed. A policy would be formulated in case there is extreme need to use any retired faculty or staff members after retirement. As regards the Hostel management, the same has to be done by the agency to which the work has been awarded or outsourced. The Director mentioned that one person from the IIPA office will have to check the bookings and cleanliness etc. One person from accounts to check the accounts of the Hostel on daily basis to ensure that the agency passes on all the money received to IIPA. The Chairman further mentioned that the agency may be advised that their staff should be courteous and polite to the members and list of E.C. members and other committee members may be provided to them.

Before ending the meeting, the Chairman also released the book titled "History of Karnataka Regional Branch - 1957-2011" and expressed appreciation of the pioneering effort of the Karnataka Branch.

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


(RAKESH HOOJA)
DIRECTOR &
MEMBER-SECRETARY


(T.N. CHATURVEDI)
CHAIRMAN