

**MINUTES OF THE TWELFTH MEETING OF THE ACADEMIC COUNCIL OF
JAGAN NATH UNIVERSITY, JAIPUR HELD ON 16th JANUARY, 2012**

Members Present

(i) In the Chair

Prof. M K Bhargava
Vice Chancellor

(ii) Members

Prof. Y S Shishoida
Pro-Vice Chancellor & Dean
Faculty of Engg. & Technology

Dr. Gursharan Varandani
Dean, Faculty of Law

Ar. Sumeet Rai
HOD, Faculty of Architecture

Dr. Sanjay Mishra
HOD, Faculty of Mass Communication

Dr. Ravi Sharma
Chancellor's nominee

Dr. Rohit Jain
Chancellor's nominee

Dr. Anand Prakash
Teacher nominee by VC

Mr. Tanmay Patnayak
Deputy Registrar & Member Secretary

The Chairman extended warm welcome and thanked all the members for sparing their valuable time for the meeting. He acknowledged their contribution in the development of the University and expressed hope that the university shall continue to receive their guidance, support and cooperation in future..

The following items on agenda were taken up for consideration.

Item No.(1)

To confirm the minutes of the last meeting held on 3rd September, 2011.

The minutes of the last meeting were read out and confirmed.

Item No.(2)

To consider the Circular letter No.CA/5/Academic/2011 dated 25th November, 2011 received from the 'Council of Architecture' New Delhi regarding B Arch (Interior Design) programme.

Council of Architecture letter stipulates that :

- (i) From the Academic Session 2012-13, no admission should be made/intake of the students be sanctioned in the courses other than B Arch Course.
- (ii) Wherever students are already undergoing these courses, the concerned institution(s) has the option to continue or convert such courses in to B Arch course with some remedial courses wherever necessary, for which formal request may be sent to COA.

The Council has taken cognizance of the decision of the '**Council of Architecture**' for future compliance. The Dean / HOD, Faculty of Architecture have been authorized to take necessary action in this regard.

Item No.(3)

Extension of approval by the Bar Council of India for 5 year BBA.LLB programme.

The members were informed that Bar Council of India has been requested to extend the approval already accorded to 5 year full time BBA.LLB programme for the subsequent year (s) as the approval was initially accorded only for two years i.e. for the year 2010-11 and 2011-12, for which a sum of Rs.1,50,000.00 (Rupees One Lakh and fifty thousand) has been paid through Demand Draft towards fee for the same.

Item No.(4)

Participation with All India Engineering Entrance Examination – AIEEE (2012) for admission of the students to engineering degree programmes for the academic session 2012-13.

The members were informed that efforts are being made to participate with **All India Engineering Entrance Examination (2012)** conducted by CBSE, Delhi **on permanent basis**. A letter to this effect has already been sent to the Director (Tech) and Deputy Secretary (NIT), Ministry of Human Resource Development, Government of India. The request is being pursued with regular reminders.

A letter has also been sent to the Director, Central Counseling Board, 2012 in this regard.

Item No.(5)

Physical Verification of Library books, journals etc.

The members desired that physical verification of library stocks (Books, Journals etc.) has to be carried out to identify misplaced books and documents, identifying documents that need repair etc.

The members unanimously suggested that the Stock-Check of University Library should be held during summer vacations after every 2 years without disturbing the normal library services.

Item No.(6)

Disposal of surplus/unserviceable/obsolete stores:

With the passage of time, many of the goods purchased by the Departments of the University may become unserviceable or obsolete. Such goods are classified as surplus goods. The concerned Departments/units should dispose off such surplus goods at the earliest, to avoid unnecessary inventory carrying cost.

Item No. (7)

Loss or Mutilation of documents by Students

The members decided that in the event of mutilation or loss of library books or documents, the following guidelines be adopted :

- Library materials are to be handled with care.
- If a book is lost or mutilated beyond usable condition, then the book has to be replaced with the same or latest edition of that book.
- If the book is out of print, then three times the cost of the book has to be paid to the library.
- If the book is reported (in writing) as lost/ misplaced, the overdue charges are not levied in such case from the date of report until the same is replaced(it must be resolved within two months).

Item No.(8)

To consider the placement records for the year 2010-11

Campus placements records for the session 2010-11 were noted with appreciation by the members.

The members expressed satisfaction at the increase in visit of core sector companies for campus placements.

Item No.(9)

Code of conduct for faculty

The following lapses would constitute misconduct on the part of the faculty :

- (i) Failure to perform his academic duties such as lectures, demonstrations assessment, guidance, invigilation, etc.
- (ii) Gross partiality in assessment of students, deliberately over- marking/under-marking or attempts at victimization on any grounds.
- (iii) Inciting students against other students, colleagues or administration. This does not interfere with the right of a teacher to express his difference on principles in seminars/symposia etc.
- (iv) Raising questions of caste, creed, religion, race or sex in his relationships with his colleagues and trying to use the above considerations for improvement of his prospects.
- (v) Refusal to carry out the decision by the appropriate officers/bodies of the University. This will not inhibit his right to express his differences with their policies or decision.
- (vi) Active participation in political activities.

Item No.(10)

Remedial Classes

The members raised the issue of helping weak students. It was unanimously decided that remedial coaching classes, computer literacy programmes and the 'Spoken English Course' be organized outside the class hours free of cost for also learners and students coming from disadvantaged communities especially among the socially and economically underprivileged.

Item No.(11)

Appointments of person belonging to SC/ST and OBC categories.

The members were informed that the university has been following the reservation policy of Central/State Government, as amended from time to time, for SCs/STs/OBCs and the persons with disabilities in filling up the teaching and non-teaching posts. Due care is taken in this regard during the recruitment process

Item No.(12)

Procurement of good and services.

The University spends a sizeable amount of its budget for procurement/purchasing of various types of goods e.g material, commodities, livestock, general furniture/ laboratory furniture, fixtures, raw material, spares, instruments, machinery, equipment, chemicals, glassware, stationery, liveries and items meant for offices, Annual Maintenance Contracts of goods and equipment purchased or otherwise acquired by the use of the University offices and laboratories. Activities relating to house keeping, security, cleaning, computer and network management, software and web design, special storage and communication facilities etc. acquired by the university to discharge its duties and responsibilities.

Since a sizeable amount of money is required to be spent the members suggested that a uniform, efficient, cost effective and transparent procedure be followed for purchases.

There being no further business to be brought before the committee, the Meeting ended with a vote of thanks to the chair.
