INFLIBNET Centre, Gandhinagar

Minutes of the 25th Meeting of the Governing Board, INFLIBNET Centre, held on Saturday, 13th April, 2013 Infocity, Gandhinagar

May 6, 2013

Members Present

Prof. N Mukunda	Chairman, Governing Board, INFLIBNET Centre
Dr. Kuncheria P Isaac	Member Secretary, AICTE, New Delhi
Prof. R K Kale	Vice-Chancellor, Central Univ.of Guj. Gandhinagar
Dr. R K Chadha	Additional Secretary, Lok Sabha, New Delhi
Prof. J P Gupta	Vice-Chancellor, Sharada University, Noida
Dr. Rajan M Velukar	Vice-Chancellor, University of Bombay, Mumbai
Prof. Jai Rup Singh	Vice-Chancellor, Central Univ. of Punjab, Bathinda
Prof. Ajit Kembhavi	Director, IUCAA, Pune
Shri R S Mani	Scientist-F, NIC, New Delhi
Dr. Upamanyu Basu, IRS	Financial Advisor, UGC (Special Invitee)
Dr. Jagdish Arora	Director, INFLIBNET Centre & Member Secretary

Dr. Akhilesh Gupta, Secretary, UGC and Dr. Adesh Pal, Vice-Chancellor, Gujarat University, Ahmedabad could not attend the meeting because of prior commitments.

1. Confirmation of the Minutes of the 24th Meeting of the Governing Board held on 5th March, 2012 at Ahmedabad

The Minutes of the 24th Meeting of the Governing Board of the INFLIBNET Centre held on 5th March, 2012 at Ahmedabad was confirmed as circulated, since no comments were received from the members.

2. Report on Action Taken and Progress Made since 24th Meeting of the Governing Board held on 5th March, 2012 at Ahmedabad

Dr. Jagdish Arora presented a brief report on action taken on the decision made during the 24th Meeting of the Governing Board. Members noted that the Centre has taken action on every decision taken during the 24th Meeting of the Governing Board.

3. Report and Presentation on Important Programmes and Projects

Dr. Jagdish Arora, Director, INFLIBNET Centre made a brief presentation on important programmes and projects of the Centre. The members, after detail discussions and deliberations, gave a number of suggestions and applauded the efforts made by the INFLIBNET Centre for carrying out several important programmes and projects successfully with a small team of scientists and staff.

4. **Approval to the Proceedings of the 19th Meeting of the Finance Committee held on 13th April, 2013 at INFLIBNET Centre, Gandhinagar**

The Governing Board approved the Proceedings of the 19th Meeting of the Finance Committee held on 13th April, 2013 at INFLIBNET Centre, Gandhinagar.

5. **Status of Construction of Institute Building and Approval of the 15th to 18th Meetings of the Building Committee**

Dr. Jagdish Arora briefed the members about the present status of construction of Institute Building. He mentioned that while Academic & Administrative Blocks of the building are near completion except for minor pending jobs and snags list, the construction work of Residential Block of the building is expected to be completed by 15th May, 2013. The Minutes of the 15th to 18th Meeting of the Building Committee held between March and November, 2012 at INFLIBNET Centre, Ahmedabad were approved by the Governing Board.

Members noted that purchase of Furniture Fixtures (Interiors) and Computer Network, Telephone/ Intercom System & Public Address System, etc. was approved by the Building Committee in its 15th, 17th and 18th Meetings held on 5th March, 28th July and 10th Nov. 2012 respectively. The Governing Board accorded post-facto approval for purchase of above mentioned items and asked the Director to approach UGC for release of requisite funds.

6. **Proposal to Set-up R & D Unit at INFLIBNET: Incentives to Scientists for Research Projects**

Members noted that the Governing Board of the INFLIBNET Centre in its 23rd Meeting held on 26th December, 2011 at IIC New Delhi has already approved taking up of R &D Projects and Consultancies at INFLIBNET Centre and incentives to the scientists and research staff for taking up research projects and consultancies. The members approved guidelines proposed for operation of R & D projects and consultancies at the INFLIBNET Centre and incentives proposed for the Scientists. It was clarified that the UGC / Govt. of India Guidelines for Honorarium etc. will be followed.

7. **Approval of the Annual Report of the INFLIBNET Centre from April 1, 2011 to March 31, 2012.**

The Annual Report of the INFLIBNET Centre from April 1, 2011 to March 31, 2012 was approved as tabled.

8. **Approval of the Minutes of the Sub-Committee Appointed for Enhancing Salary of Contractual Staff**

After brief discussions and deliberations, the Governing Board approved the enhanced salary for contractual and project staff as well as an annual increment of 10% to both categories of staff working at the Centre. While the enhanced salary would be implemented w.e.f. May, 2013 the annual increment will be payable as and when due on case to case basis.

Sl. No.	Designation	Existing Remuneration	Remuneration Approved	
			20% (>2 years as on 01.12.12)	15% (<2 years as on 01.12.12)
01.	Sr. Project Officer	25,000.00	30,000.00	29,000.00
02	Project Officer	21,000.00	25,500.00	24,500.00
03	Project Associate	14,500.00	17,500.00	17,000.00
04	Project Assistant	10,000.00	12,000.00	11,500.00
05	Soul Technical Assistant	11,000.00	13,500.00	13,000.00
06	Soul Coordinator	9,000.00	11000.00	10,500.00
Contractual Staff			**(17% increase)**	
07	Lab Attendant	7,000.00		9,500.00
07	PS to Director	27,000.00		32,000.00
08	Driver	12,500.00		15,000.00

Revised Remuneration for the Project and Contractual Staff

Note. All figures are rounded off to next Rs 500.00

The Governing Board also approved that the enhanced salary and annual increment of 10% would also be applicable to SOUL Coordinators and SOUL Technical Assistants.

9. Approval of Additional Contractual Staff for Maintenance, Servicing and Cleaning of the New Institute Building

The Governing Board approved the proposal for hiring services of the following additional contractual staff for maintenance and servicing of the New Institute Building as proposed by the sub-committee appointed by the Director:

Sl. No.	Additional Staff	Number of Positions
1.	Sweepers for house-keeping work - Additional requirement	9 (on daily wages)
2.	Helpers – Additional requirement	2 (on daily wages)
3.	Care-taker to supervise watch and ward, house-keeping and campus development	1
4.	Receptionist	1
5.	Sr. Project Officer (Technical) / Engineer	1

It was noted that the proposal for additional staff was considered in the 23rd Meeting of the Governing Board of the INFLIBNET Centre held on 26th December, 2011 at IIC New Delhi, where in-principle approval for appointment of additional contractual staff was given. It was noted that additional contractual staff would also be paid salary as per the enhanced salary structure approved at point 8 above in this minutes.

10. Voluntary Retirement of Shri A.P. Achtani, Section Officer and Resignation of Shri Rajesh Chandrakar, Scientist B

The members noted that Shri A P Achtani, Section Officer at the INFLIBNET Centre took voluntary retirement and Shri Rajesh Chandrakar resigned from the post of Scientist-B after serving the Centre for about 16 years.

It was noted that Shri Chandrakar had resigned twice before but withdrew his resignations on earlier occasions. However, his resignation was accepted when he resigned for the 3rd time. His request for withdrawal of resignation was not accepted because of a number of acts of commissions and omissions of misconducts, insubordinations, disobediences and indiscipline on his part. The Committee also noted that Shri Chandrakar has gone to the Court of Law with a prayer to quash Order No. INFL/ADMN/2005/2013 dated 19th February, 2013 for his relieving from the Centre w.e.f. 14th March, 2013. While he was not given interim relief by the court, the case has been admitted in the court of law. Meanwhile, Shri Chandrakar was relieved on 14th March, 2013 (FN) vide Office Order referred above.

11. Proposal for Allowing Retirement Benefits to the Director, INFLIBNET Centre

The proposal for allowing Director, INFLIBNET Centre to avail the retirement benefit under the GPF-cum-Pension benefit Scheme of the Centre was considered and approved by the Governing Board. The Governing Board approved incorporation of the following addition to the Clause No. 2.13 on "Retirement benefits" at Point 5:

> "Director of the INFLIBNET Centre may be allowed to avail the retirement benefit under the GPF-cum-Pension benefit Scheme of the Centre if he/she has not attained the age of superannuation prior to his / her appointment as Director and was holding a pensionable post under the Central Government, a Central Govt.-Autonomous Body, a State Government or a State Govt.-Autonomous Body, subject to the conditions that he / she severe his / her connection with the previous organisation (through technical resignation) and joins the post of Director in the Centre and his / her previous employer agrees to share the liability for the period of service he / she rendered in the previous organisation. If the Director opts to join the GPF-cum-Pension Scheme of the Centre, he / she shall be entitled to the benefit of pension as past service with the services as Director up to the normal age of superannuation for the purpose of pension provided by the Centre. He / she will receive the pension / contributory provident fund liability from the previous organizations. The period of service rendered by him / her in the Centre beyond the normal age of superannuation shall not qualify for the purpose of pensionary benefits".

The Governing Board also noted that Banaras Hindu University and North-Eastern Hill University provides for retirement benefits to their Vice-Chancellors in cases mentioned above.

The members were informed that Dr. Jagdish Arora was re-appointed as Director of INFLIBNET Centre on 31.08.2012 for a period of 5 years or up to the age of 65 years whichever is earlier. The IIT Delhi, his previous employer, gave him the lien for the first

term of 5 years i.e. from 30.08.2007 to 30.08.2012. However, IIT Delhi denied extending his lien beyond 5 years. Dr. Arora has tendered his technical resignation from IIT Delhi. As such, the benefit of above mentioned addition incorporated in the Bye-Laws would be applicable for Dr. Jagdish Arora.

It was also noted that Shri Promod Kumar, former Director of INFLIBNET Centre and Shri S M Salgar, Scientist-G are also drawing pensionary benefits from the INFLIBNET Centre.

Dr. Jagdish Arora left the meeting when this agenda was taken up for discussions.

12. Vacating INFLIBNET Centre from Gujarat University Campus and Transfer of Items like Fans and Light Fittings to Gujarat University and Shifting of Centre to its New Institute Building

The Committee noted that the Centre, while shifting from Gujarat University Campus and vacating the Hostel facilities of Ahmedabad Education Society, handed over the fixed assets like tube lights, power sockets, fans, carpets, venetian blinds, parking sheds, guard post, sign boards etc. to Gujarat University and Ahmedabad Education Society respectively as a gesture of goodwill. Moreover, it was noted that these fittings and fixtures would have been useless for the Centre, if shifted to its new Institute Building, since the new building of the Centre has provision for lights, fans and other fixtures built into the civil contract awarded for construction of the building.

The total cost of items handed over to Gujarat University and Ahmedabad Educational Society was approximately Rs.3,89,347.00. The Governing Board approved the writing-off of fans, light fittings and fixtures costing Rs. 3,89,347.00. The Governing Board also approved disposal of these items by handing them over to Gujarat University and Ahmedabad Education Society respectively.

13. Additional SOUL Coordinators and Software Developers for SOUL Software

The Governing Board noted that the INFLIBNET Centre has earned more than Rs.1 crore during the Financial Year 2012-2013 for sales and maintenance of SOUL software, after taking care of expenditure on SOUL Coordinators, SOUL Technical Assistants and other administrative overheads.

The Governing Board considered the request for additional SOUL Coordinators and Technical Assistants in different regions of India in light of increase in number of SOUL customers and approved the provision for additional 4 SOUL Coordinators and 8 SOUL Technical Assistants (2 Technical Assistants for each region) for the following four Regions of India:

01 Northern Region – Uttar Pradesh and Bihar
02 North Region – Jammu & Kashmir
03 South Region – Kerala, Tamil Nadu and Pondicherry
04 North Eastern Region – Mizoram, Manipur and Nagaland

The Board also considered the proposal for deployment of 4 software developers at Project Associate level for development of Web version / cloud version of the SOUL Software and

approved 4 positions software developers initially for a period of 2 years. The remuneration for the Software Developers at Project Associate level as well as for SOUL Technical Assistants will be borne from the earning from SOUL Software at the rates approved for project staff.

14. Purchase of Staff Vehicle under SOUL Support and Maintenance Unit

The Governing Board considered the request for purchase of Staff Vehicle under SOUL Support and Maintenance Unit. It was noted that Gandhinagar does not have any public transport system and it is very difficult for the SOUL Support staff to travel from Gandhinagar to various places in Gujarat and Rajasthan, which is being looked after by the Centre through its SOUL Support and Maintenance Unit.
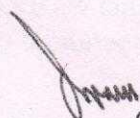
After brief discussions and deliberations, it was agreed that the INFLIBNET Centre may hire a separate vehicle for SOUL Support and Maintenance Unit. All expenses towards hiring the vehicle would be borne from the revenue generated from sale and maintenance of SOUL Software.

15. GPF Rules of the Centre

The members were briefed that the Centre has recently received the directions from UGC to formulate GPF Rules and get it approved by the Governing Board. The Centre proposes to follow the Central Government GPF Rules in toto. After brief discussions and deliberations, the members accorded in principle approval to the GPF Rules for the Centre based on the Central Government GPF Rules.

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

(Jagdish Arora)
Director, INFLIBNET Centre

Prof. N. Mukunda 17. 5. 2013
Chairman, Governing Board

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