



Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM)
(A Govt. of Assam University)
 Recognised by UGC and member of Association of Indian Universities

Resolution of 27th Executive Council meeting held on 6th February 2020 at the conference hall of Registrar of Cooperative Societies, Government of Assam.

Time: 11:00 AM
 Venue: Samabay Bhawan, Khanapara, Guwahati -22

Members Present

1. Prof. M. Kakati, Vice Chancellor & Chairperson- Executive Council
2. Prof. Niru Hazarika
Retd. Professor Gauhati University –Member
3. Shri Moinul Haque Chaudhury
Joint Registrar of Cooperative Societies, Govt. of Assam
4. Dr. B.K Das
Ex-M.D NRL

The meeting was presided over by Prof. Munindra Kakati, Vice Chancellor, ARGUCOM & Chairperson, Executive Council. The Chairperson welcomed the members and the invitees. After a threadbare discussion the Council resolved the following agenda items.

Item no.	Item Detail	Resol ution no.	Resolution details
	Confirmation of the resolutions of 26th Meeting of the Executive Council held on 31.10.2019		Confirmed
2.	ATR of the 26th Meeting of the Executive Council held on 31.10.2019		Confirmed
3.	Appointment of Execution Agency for construction of University building in permanent site. As per advice of EC, we have written to three Govt. of India organizations viz. NPCC, HPC and NBCC of which NPCC & HPC shown interest in our construction work. Both of them have given presentation on 23.01.2020 before the concerned committee. The committee has asked them to furnish financial bid. The report of the committee along with the financial bid is placed for consideration and approval of a party.	1/27	Both the parties HPC and NPCC had submitted financial bids on 06.02.2020 and same is opened before EC members and representatives of the HPC and NPCC. The financial quote of NPCC was found to be lesser. The University has also placed the report of the committee constituted for evaluation of the technical aspects of both the parties. As per the committee report NPCC was found more suitable in terms of manpower and the infrastructure available at Jorhat. Based on the above EC has approved NPCC as Execution Agency and advice University to sign MoU with NPCC at negotiable price.
4.	Approval of Workshop Budget	2/27.	Approved as per budget submitted

	The University proposes to organize 10 nos. of workshops		
5	<p>Approval of TA/DA:</p> <p>The University organizes various Workshops/research projects etc. at Sivasagar and also nearby districts. In this regard EC may accordingly approve the TA for the concerned faculty (Permanent & Contractual), as follow:</p> <p>a) In Sivasagar Town Rs.100/-, b) Within 50 km radius Rs.200/-, c. Beyond 50 km radius Rs.300/- and for night stay as per DA & TA rules applicable for the teaching staff (Permanent & Contractual).</p>	3/27	Approved
6	<p>Approval of University Fest budget:</p> <p>The budget for an amount of Rs.2, 92, 700/- for University fest titled 'Jerenga' is placed for approval</p>	4/27	EC approved for sanction of Rs 2.5 Lakh for University Fest. Moreover EC advised to take necessary steps for seeking sponsorship from Organisations.
7	<p>Research project for: IT & Law</p> <p>Amount of Rs. 2 Lakhs for a research project in IT & an amount of Rs. 1 Lakh for research project in Law is proposed with the budget.</p> <p>EC may examine & approve.</p>	5/27	EC approved the budget of Rs. 2 Lakhs for a research project in IT & an amount of Rs. 1 Lakh for research project in Law. Sanctions to be made from the interest accrued from University Corpus fund.
8	<p>Discussion of purchase of Furniture & other small items:</p> <p>The University is in the process of procuring furniture from Furniture house. The University is facing problem of comparing furniture made by different parties as they vary widely in terms of design, materials etc. Matter may be discussed and EC may suggest a modality. Similar is the case with other small items with small value.</p>	6/27	<p>Since University is facing problem in purchasing certain categories of items, the matter has been placed before EC for discussion. EC has suggested the following:</p> <p>a. In respect of purchase of furniture and other items where there is no universal standard for comparison, University should follow the Clause 6.7 i.e spot quotation purchase given in Pg. No 8 of the Purchase Manual; Where University can make spot purchase up to Rs. 2lacs with the approval of competent authority i.e the Vice Chancellor subject to the availability of fund.</p> <p>b. For other items there should be NIQ/NIT as per the Purchase Manual. In case of less than 3 responses the NIQ/NIT may be floated again for 2nd time and if the response thereon is less than 3 again, NIQ/NIT may be floated once more. In the 3rd NIQ/NIT even if single response is received single party may be selected without further NIQ/ NIT.</p> <p>The bidder once bided need not response to 2nd or 3rd NIQ/NIT as their previous bidding will remain valid.</p> <p>c. Once the University decides the brands to be purchased it may</p>

		<p>directly order with the manufacturer or collect quotations from the authorized dealer in case of manufacturer does not supply directly with printed price and discount if possible. In case of multiple authorized dealers, in a locality, the quotation may be collected from 2 to 3 authorized dealers for competitive bidding.</p> <p>d. In case of small items direct cash purchase may be made as per clause 6.4(iii) in the page 7 of Purchase Manual.</p>	
	<p>Think tank prize: Rs.5000/- prize</p> <p>University has decided to start a forum name "Innovation & Think tank of ARGUCOM" to encourage a generation and implementation of new ideas and to provide a platform to students, faculties and public in general for incubation of their innovative ideas in respect of 16 areas. To encourage the participation the University has proposed to reward with a cash prize of Rs.5000/- to the outstanding innovative ideas.</p> <p>EC may discuss & approve the matter.</p>	7/27	<p>EC encourages the idea of initiating the forum namely "Innovation & Think tank of ARGUCOM" and approved the THINK TANK Prize of Rs.5.000/-.</p>
10	<p>Increment on salary of Shri Bishnubrat Hazarika on clearing NET:</p> <p>Shri Bisnubrata Hazarika, Assistant Professor (Contractual) has cleared the December, 2019 UGC-NET. He has applied for an increment in his salary from Rs. 20,000/- to Rs.25, 000/-. The increment of Rs.5000/- per month may be paid to him w.e.f January, 2020 as given to others with NET qualification.</p> <p>EC may approve.</p>	8/27	<p>In compliance with other NET qualified faculty members (contractual), EC approved enhancement of Salary of Shri Bishnubrat Hazarika from Rs.20,000/- to Rs.25,000/- w.e.f. January, 2020 upon his NET qualification on 31.12.2019.</p>
11	<p>Payment of Rs. 30,337/- to Radio Gup shup:</p> <p>The bill for the publicity of the University to Radio Gup shup is outstanding since 2013. The bill for the same has been authenticated by DIPR, Guwahati.</p>	9/27	<p>EC approved for payment.</p>
12	<p>EC member on completion of Tenure:</p> <p>The tenure of Dr. B.K. Das and Prof. Niru Hazarika expires in April, 2020 upon completion of 3 years as EC members. The following new members are proposed as below:</p> <p>1. Prof. Niru Hazarika</p>	10/27	<p>EC accepted the name of persons suggested by V.C and advised to include 2 more name in the list and authorized Vice Chancellor to send a 6 nos. list along with Bio Data to his Excellency Hon'ble Governor of Assam and Chancellor of the University for consideration and approval.</p>

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	<p>2. Dr. B.K. Das</p> <p>3. Dr. MM Goswami, Retired Professor, Gauhati University</p> <p>4. Prof. Hitesh Deka, Vice-Chancellor.</p> <p>EC may examine the bio-data & recommend for forwarding to Hon'ble Chancellor, ARGUCOM</p>		
13	<p>Remuneration for Registrar(Admin) and Finance & Accounts Officer:</p> <p>An honorarium of Rs. 10,000/- per month for Registrar (Admin) and Finance & Accounts Officer w.e.f. 2020-21 was proposed in 26th EC. EC advised to provide a detailed breakup of the proposed honorarium and place before the next EC meeting. Previously, an amount of Rs. 3500/- (an honorarium of Rs.2000 + Rs. 500 for phone bill + Rs.1000 for internet) is being paid to both respectively.</p> <p>Matter is placed for discussion.</p>	11/27	<p>EC enhanced the honorarium of Registrar (Admn.) and FAO from Rs.2,000/- to Rs. 5140/- (2000*2.57) per month. Moreover, Rs. 500/- for phone bill + Rs.1000/- for internet is also to be paid along with honorarium. Total honorarium per month will be Rs 6640/-. This will come into effect from February 2020.</p>
14	<p>Recruitment of Registrar (Admn) and FAO against sanctioned posts:</p> <p>The recruitment of the Registrar (Admn) and FAO of the University against the sanctioned post need to be initiated. The essential qualification for:</p> <ol style="list-style-type: none"> Registrar (Admn): As per UGC norms (Enclosed in annexure IX) FAO: MBA (Finance) /M.Com (Finance) with 5 years' experience in handling accounting, budgeting etc. in academic institute, Govt. department, PSUs. Preference will be given to the candidates having working experience in University accounting system. <p>EC may approve.</p>	12/27	<p>EC approved and advised to start the recruitment process in the FY 2020-2021.</p>
15	<p>Final Reminder legal notice: Shree Furniture:</p> <p>26th EC advised that the University should follow rules of refund of security deposit as it has been following for previous cases. According to EC, as per normal</p>	13/27	<p>As per EC EMD can be refunded to the party subject to information to Govt. So University to write to Govt. for information of releasing EMD to party. Moreover, relating to outstanding liability with Shree Furniture, EC would discuss only when Govt. Nominee will be available.</p>

<p>EC advised to defer the matter to the next EC meeting for payment of remaining amount. Matter is placed for discussion.</p>																	
<p>Resolution of AC & PC The resolutions are placed for approval.</p>	14/27	Approved the resolutions of AC and PC and advised to include an expert from outside in evaluation committee where possible.															
<p>Approval of University Holiday list: EC may approve the Holiday list of the University for the year 2020.</p>	15/27	Approved as placed															
<p>UC for Rs. 117 Lakhs: The matter is placed for discussion</p>	16/27	EC discussed the matter and advised Vice Chancellor to submit the UC of 117 lacs for the FY2017-18 as desired by Govt.															
<p>Discussion on budget The matter is placed for discussion</p>	17/27	EC discussed the budget under different heads and authorized V.C for alteration of heads and amount thereon, based on his judgment to enable the University to utilize the entire 90 Lakhs to be received from Govt. of Assam under the head Non-Salary for the year 2019-20 .															
<p>Renewal of Contract of services of Assistant Professors (contractual) and Multi-tasking staff. The period of employment of following Assistant Professors (contractual) expires on 05.03.2020 (Table 1) and 13.04.2020 (Table 2). The services of the incumbents may be extended w.e.f.11.03.2020 to 10.09.2020 for Table 1 and w.e.f. 20.04.2020 to 19.10.2020 for Table 2. and with salaries as below and with an administrative break as given previously as per previous terms and conditions.</p> <p style="text-align: center;">Table 1</p> <table border="1" data-bbox="87 1568 726 2139"> <thead> <tr> <th>Name</th> <th>Total Monthly Emoluments (Rs.)</th> <th>Date of renewal</th> </tr> </thead> <tbody> <tr> <td>Ms. Bhupali Saikia</td> <td>20,000/-</td> <td>11.03.2020</td> </tr> <tr> <td>Ms. Mayuri Saikia</td> <td>20,000/-</td> <td>11.03.2020</td> </tr> <tr> <td>Ms. Bisakha Chetia</td> <td>20,000/-</td> <td>11.03.2020</td> </tr> <tr> <td>Ms. Sudeshna Bordoloi</td> <td>20,000/-</td> <td>11.03.2020</td> </tr> </tbody> </table> <p style="text-align: center;">Table 2</p>	Name	Total Monthly Emoluments (Rs.)	Date of renewal	Ms. Bhupali Saikia	20,000/-	11.03.2020	Ms. Mayuri Saikia	20,000/-	11.03.2020	Ms. Bisakha Chetia	20,000/-	11.03.2020	Ms. Sudeshna Bordoloi	20,000/-	11.03.2020	18/27	Approved as proposed.
Name	Total Monthly Emoluments (Rs.)	Date of renewal															
Ms. Bhupali Saikia	20,000/-	11.03.2020															
Ms. Mayuri Saikia	20,000/-	11.03.2020															
Ms. Bisakha Chetia	20,000/-	11.03.2020															
Ms. Sudeshna Bordoloi	20,000/-	11.03.2020															

Name	Total Monthly Emoluments (Rs.)	Date of renewal
Dr. Jewel Mayur Phukon	25,000/-	20.04.2020
Subhasis Borpujari	25,000/-	20.04.2020
Amrita Devi	25,000/-	20.04.2020
Bishnubrat Hazarika	25,000/-	20.04.2020
Nazmin Sultana	20,000/-	20.04.2020
Jasmine Ara Begum	20,000/-	20.04.2020
Rinku Mani Roy	20,000/-	20.04.2020
Toshleema Ullah	20,000/-	20.04.2020

The incumbents would be eligible for 2 days of RFH (in lieu of 2nd and 4th Saturdays) as available to other teaching staff of the University.

The period of employment of following Multitasking staff (contractual) expired on 19.03.2020. The services of the staff may be extended with salaries as below w.e.f. 24.04.2019 to 23.10.2020 with an administrative break as given previously and as per earlier terms and conditions.

Name	Emoluments per month in INR
Shri Ramani R Das, i/c Liaison office, Guwahati	7,952/-
Jitu Saikia	11,596/-
Himanka Gogoi	7,952/-
Ranju Saikia	7,952/-
Puberun Borah	7,952/-
Bharti Koch	7,952/-
Tarumoni Buragohain	7,952/-
Manuranjan Dutta	7,952/-
Sarat Hazarika	7,952/-
July Begum	7,952/-
Sarif Ahmed	7,952/-

The staff would be eligible for 2 days of RFH (in lieu of 2nd and 4th Saturdays) as available to other employees of the University.

Executive Council may approve the renewal and period of contracts for the incumbents and advise on the matter.

The matter is placed for discussion.

Any other Matter

- Nodal Officer and Signatory appointment for NPS

19/27

EC authorized Vice Chancellor to appoint Nodal Officer and signatory for NPS purpose.

Prof. Munindra Kakati

Vice Chancellor

Vice Chancellor
 Assam Rajiv Gandhi University
 of Cooperative Management
 (ARJUCUM)
 Shivasagar, Assam. 781640

Durlov Bora

Registrar (admn.)

REGISTRAR, ADMIN.
 Assam Rajiv Gandhi University
 of Cooperative Management - Shivasagar