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**Assam Rajiv Gandhi University of Cooperative  
Management (ARGUCOM)  
(A Govt. of Assam University)**  
Recognised by UGC and member of Association of Indian Universities  
Basic Tiniali, Gadadhar Nagar; Joysagar, Sivasagar-785 665

**Resolution of 29<sup>th</sup> Meeting of Executive Council & 6<sup>th</sup> Meeting of Finance Committee (Joint Meeting) to be held on 05 December, 2020 at 11:00 AM at Local Office, RCS Establishment, Khanapara, Guwahati, Assam**

**Members Present**

1. Prof. M. Kakati, Vice Chancellor & Chairperson- Executive Council
2. Shri Deva Jyoti Hazarika, IAS, -Member Registrar of Cooperative Societies, Govt. of Assam
3. Shri Prabir Das, Director, STPI -Member EC
4. Prof. J Tamuli Professor, Gauhati University-Member EC
5. Prof. Mrinal K. Dutta IIT Guwahati- Member EC
6. Ms. Gita Sharma, ACS-Member Deputy Secretary to the Government of Assam, Dept. of Cooperation
7. Shri Binimoy Rajkhowa-Member Sr. Financial Adviser, Cooperation Department, Govt. of Assam
8. Ms. Kabita Rani Das Addl. RCS, Govt. of Assam- invitee
9. Shri Durlov Bora Registrar (Admn) ARGUCOM - Member Secretary

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	Resolu tion no.	Resolution details
1.	Confirmation of the resolutions of 28 <sup>th</sup> Executive Council held on 23.09.2020 via google meet.		Confirmed
2.	ATR of the 28 <sup>th</sup> Executive Council held on 23.09.2020		Confirmed

*Munindra Kakati*  
REGISTRAR, ADMN.  
ASSAM RAJIV GANDHI UNIVERSITY  
OF COOPERATIVE MANAGEMENT

*Munindra Kakati*  
Vice Chancellor  
Assam Rajiv Gandhi University  
of Cooperative Management  
(ARGUCOM)

3.	<p><b>Discussion on Budget for 2021-22.</b> The budget is placed for discussion.</p>	1/29.	<p>EC &amp; FC approved the budget. EC also advised to enhance the salaries of Assistant Professor (contractual) by 3 % annual increment shall be due every year in July, subject to completion of one year with a maximum ceiling of Rs. 30,000/- per month. EC further advised to set the minimum salaries for non-teaching staff as per the minimum salary of Government of Assam for such posts. with 3 % annual increment with a maximum ceiling of Rs. 15,000/- per month.</p>
4	<p><b>Revision of Honorarium to non-officials of the Executive Council and Research Council of ARGUCOM</b> A modification is proposed as Rs. 2000/- as sitting allowance and Rs. 500/- as TA for local (and actual for outstation members) to be applicable for all meetings of Committees/Councils to make it at par with other state Universities. The same will be applicable to online meetings also.</p>	2/29.	<p>Approved with effect from 23.09.2020</p>
5	<p><b>Payment of arrear.</b> The arrear amount upon revision of pay due to the regular employees amount to Rs. 20,63,476/- EC may approve for paying the arrear amount from the fund available with the University in two instalments of 60 % and 40 % in the present financial year and the coming financial year respectively.</p>	3/29.	<p>EC approved for paying the arrear amount from the fund of the University in two instalments of 60 % and 40 % in the present financial year and the coming financial year respectively. Moreover, University should move the proposal to Government through RCS for release of salary arrear amount in the present financial year.</p>
6	<p><b>Discussion on administrative approval of Rs. 22.69 Crores for permanent campus.</b> Matter is placed for discussion</p>	4/29.	<p>EC approved for resending the proposal to Government for Administrative approval.</p>
7	<p><b>Appointment of FAO.</b> The advertisement for appointment of FAO has been made as per details of 12/27 of 27<sup>th</sup> EC meeting. EC is apprised.</p>	5/29.	<p>Noted</p>

*[Handwritten signatures and stamps]*  
 STRAR, ADMIN.  
 Vice Chancellor  
 Assam University

8	<p><b>Registrar (Admin) to function as Finance &amp; Accounts Officer (FAO).</b></p> <p>The Registrar (Admin) of ARGUCOM shall function as the Finance &amp; Accounts Officer as practiced in other Universities till the recruitment of FAO. Dean i/c shall be the second signatory in performing formalities of bank transactions. Henceforth, Registrar (Admin) will function as FAO in his/her absence or leave and Dean i/c will be the second signatory automatically. EC may approve</p>	6/29.	<p>EC approved Registrar (Admin) to function as Finance &amp; Accounts Officer (FAO) and Dean i/c as second signatory. This shall serve as post facto approval w.e.f. 02.11.2020.</p>
9	<p><b>The tenure of Dean i/c</b></p> <p>Dr. Rashida T. Noorain (Asst. Professor &amp; Dean i/c) has been the member of the Executive Council vide resolution 2/16 of the w.e.f. 21<sup>st</sup> April, 2017. Her tenure has expired on completion of three years. However, she may be allowed to continue in the portfolio till appointment of FAO. EC may approve for the extension.</p>	7/29.	<p>EC approved Dr. Rashida T. Noorain to continue as Dean (i/c) till appointment of FAO.</p>
10	<p><b>Plan for expenditure of Rs. 10 L</b></p> <p>We are happy to inform that the pond excavation with earth filling from it has been completed and approach road from pondside to roadside is also ready.</p> <p>However, the approach road from roadside (approx. 150 mts) require additional earth work to be carried out by bringing earth from outside and also one additional culvert shall be required for smooth flow of water to the river. The additional cost has been estimated as Rs. 13.44 Lakhs by APWD(Bldgs.) Sivasagar. APWD (Bldgs.) may be allowed to carry out the additional work (earth and culvert) as extension work. The University</p>	8/29.	<p>For the pond and earth filling technical sanction of PWD is for Rs. 81.86/- Lakhs against the budget estimate of Rs. 95.67/- Lakhs. As per bill of PWD, pond development, earth filling, and culvert cost is Rs. 60.80/- Lakhs and balance available is Rs. 10,05,938/-. Since the technical sanction has been already accorded for Rs. 81.86/- Lakhs, the additional earthwork and culvert work may be carried out as proposed.</p>

*Manish*  
**REGISTRAR (ADMIN)**  
 Assam Rathbani University  
 Sivasagar, Assam - 781132

**Vice Chancellor**  
 Assam Rathbani University  
 Sivasagar, Assam - 781132

	has Rs.10,05,938/- Lakhs under the head "Creation of Capital Assets". EC may approve.		
11	Modality for claiming the fees for the on-going batches	9/29.	EC directed to send the complete claim for academic year 2020-21 for newly admitted students and also roll over students to RCS for onward submission to Cooperation Department and Department of Higher Education.
12	<p><b>Creation of non-teaching staff</b></p> <p>The following posts of staff have been approved by EC for submitting a proposal to the Government of Assam for sanction vide resolution no. 8/24 of 24<sup>th</sup> EC dated 18.06.2019:</p> <ul style="list-style-type: none"> <li>a) Peon - six</li> <li>b) Night Chowkidar - one</li> <li>c) Driver- two</li> <li>d) Sweeper - two</li> <li>e) Computer Technical Assistant - one</li> </ul> <p>However, the University is desirous of modifying the staffing pattern as below. EC may approve and advise course of action and follow up with the Government of Assam.</p> <ul style="list-style-type: none"> <li>a) Peon - Five</li> <li>b) Chowkidar - Two</li> <li>c) Driver - one</li> <li>d) Sweeper - two</li> <li>e) Computer Technical Assistant - one</li> <li>f) Library Assistant- one</li> </ul>	10/29.	<p>EC approved the modified proposed list of staffing pattern with a modification in nomenclature of sweeper as Multi-Tasking Staff.</p> <p>EC also advised for outsourcing the non-teaching staff in case additional staff are required.</p>
13	Recommendation of nominees for Court membership	11/29.	<p>EC recommended the following names from each field for onward submission to His Excellency, The Governor of Assam.</p> <p><b>Commerce and Management</b></p> <ol style="list-style-type: none"> <li>1. Prof. S.S Sarkar, Tezpur University</li> <li>2. Prof. P.K Jain, Gauhati University</li> <li>3. Prof. Amrit Pal Singh, Gauhati University</li> </ol> <p><b>Public Life</b></p> <ol style="list-style-type: none"> <li>1. Dr. B.K Das, Rtd. MD NRL &amp; BORI</li> <li>2. Shri Prafulla Kr. Saikia, Special Executive Officer (Procurement &amp;</li> </ol>

*Enclosure*  
 STRAR, ADMIN.  
 Gauhati University  
 Assam

*Mam*  
 Vice-Chancellor  
 Assam Rajya (Saathi) University  
 of Cooperative Management  
 (ARJUS) (AI)  
 785044

		<p>Milling) Assam Food &amp; Civil Supplies Corporation.</p> <p>3. Shri Jayanta Kumar Sarma, Freelance Consultant (Environment &amp; Development)</p> <p><b>Law</b></p> <p>1. Dr. Bhaskar Chakroborty, Gauhati University</p> <p>2. Sri Bipin Chandra Das, Rtd. District Judge</p> <p>3. Dr. Bhuban Ch. Barooah, Principal NEF Law College, Guwahati</p> <p><b>Economics</b></p> <p>1. Prof. M.P Bezbaruah, Gauhati University</p> <p>2. Dr. Anjan Thakur, Rtd. Director, NPC and Director Assam Down Town University.</p>
Nominees for Finance Committee	12/29.	EC approved the names of Shri Prabir K Das and Shri Debajyoti Hazarika, IAS as nominees of EC into the Finance Committee.
15 EC nominee into Selection Committee of Officers.	13/29.	Since Dr. B K Das is sick due to covid, EC nominated Shri Prabir K. Das into Selection Committee of Officers and authorized the Vice Chancellor to select one of them according to their availability.
16 Training: Cooperative Dept., outstanding fees of 6 Lakhs ARGUCOM had conducted a training for staff and officials during January-February 2018 for Cooperation Department, Govt. of Assam with expenditure amounting to Rs. 6 Lakhs. We have submitted the expenditure statement with necessary vouchers, but we are yet to receive the same. EC may advise.	14/29.	EC directed the University to resend the matter in the form of a complete report of the training conducted to RCS.
17 Ponds Leasing at Permanent campus.	15/29.	EC advised to include detailed terms and conditions in the tender document for leasing out of the ponds. Further, the EMD amount to be set to 2 % of the total lease amount over the entire lease period.

*Amalendu*  
 STRAR, ADMIN.  
 Assam Rajbanshi University  
 Sivasagar, Assam

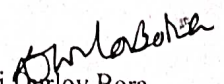
*Momen*  
 Vice Chancellor  
 Assam Rajbanshi University  
 Cooperative Management  
 (A.C.S.U.M)  
 Sivasagar, Assam

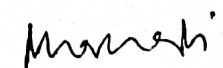
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18	<b>Procurement of MATLAB and Capitaline for academic purpose</b> amounting to Rs. 1,33,812/- inclusive of GST for MATLAB and Rs. 1Lakh (excluding taxes applicable) for Capitaline is placed.	16/29.	EC approved the same with the terms and conditions specified in their quotations.
19	<b>Resolutions of Academic Council &amp; Purchase Committee meetings.</b> The resolutions of Academic Council & Purchase Committee meetings are placed	17/29.	EC noted the same and approved
20	<b>Any other matter</b>		
20.1	<b>Facilities for International students</b>	18/29.	EC directed the University to develop the requisite facilities for the international students and accordingly the hostel fees may be raised.
20.2	<b>Additional land around the University permanent campus.</b>	19/29.	EC advised to write to the RCS for follow up with the Revenue Department and DC office for the same.
20.3	<b>Solar panel installation at the University</b>	20/29.	EC advised to obtain detailed proposal from the party
20.4	<b>Increment on salary of Ms. Sudeshna Bordoloi on clearing NET:</b> Ms. Sudeshna Bordoloi, Assistant Professor (Contractual) has cleared the June 2020 UGC-NET, the result of which was declared on 30.11.2020. The increment of Rs.5000/- per month may be paid to her w.e.f December, 2020 as given to others with NET qualification. EC may approve.	21/29.	In compliance with other NET qualified faculty members (contractual), EC approved enhancement of Salary of Ms. Sudeshna Bordoloi from Rs.20,000/- to Rs.25,000/- w.e.f. December, 2020 upon her NET qualification on 30.11.2020.

The meeting ended with a vote of thanks from the Chairman

  
Shri Durlav Bora  
Registrar  
ARGUCOM  
REGISTRAR, ADMN.  
Assam Rajiv Gandhi University  
Cooperative Management - Shillong

  
Prof. Munindra Kakati  
Vice chancellor  
ARGUCOM  
Vice Chancellor  
Assam Rajiv Gandhi University  
of Cooperative Management  
(ARGUCOM)  
Shillong, Assam, 786046