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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 Tinali, Gadadhar Nagar, Joysagar, Sivasagar-785 665

Resolution of 35th Executive Council meeting held on 30th December, 2021, Thursday

Time: 10:30 a.m - 11:45 a.m.
Venue: Conference Hall of RCS Establishment,
Khanapara, Guwahati-22

Members Present

1. Prof. Munindra Kakati, Vice Chancellor & Chairperson – Executive Council
2. Mr. Prabir Das,
Former Director, STPI, Guwahati
3. Prof. Jyoti Prakash Tamuli, Member
Prof. Guwahati University
4. Prof. Bhaskar Kr. Chakraborty
Retd. Prof, Dept. Of Law, Gauhati University
5. Dr. Anjan Thakur
Rtd. Director, NPC
6. Shri. Durlov Bora,
Registrar (Admin), ARGUCOM, Member Secy
7. Dr. Mridusmita Das
Dean (i/c), ARGUCOM
8. Syed Parwaj MU Rahman,
Finance & Accounts Officer, ARGUCOM, Invitee

| Item no. | Item Detail | Resolution no. | Resolution details |
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| 1 | Confirmation of the resolutions of 34 th Executive Council Meeting held on 30.11.2021 | | Confirmed |
| 2 | ATR of the 34 th Executive Council Meeting held on 30.11.2021 | | Confirmed |
| 3 | Interview of the Teaching Associates & the recommendation of the Expert Committee: The matter will be placed in EC for discussion and approval. | 1/35 | EC has approved the four (4) Teaching associates recommended by the Selection Committee for both the School of Innovation & Technology and School of Entrepreneurship & Management for immediate appointment. EC has also approved the Appointment orders for the selected candidates. EC has also approved the entire list of recommended candidates for future appointment, in case if the selected candidates don't join or if any contractual employee from both the Schools leaves the University in due course. |

1 | Resolution/35/EC

Date: 30.12.2021

Registrar (Admin.)
Assam Rajiv Gandhi University of

Munindra Kakati
Vice Chancellor
Assam Rajiv Gandhi University

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| <p>Approval of the Budget 2022-2023: The proposed budget of the University for the FY 2022-2023 has been placed in EC for discussion and approval</p> | 2/35 | EC has approved the Budget of the University for the FY 2022-2023. EC advised to submit the Budget to the Department for sanction of the amount |
| <p>Discussion on Annual Report 2021: The Annual Report 2021 of the University has been prepared and placed in EC for discussion and approval.</p> | 3/35 | EC has advised to incorporate the placement details of the students in the Annual report. EC has approved the Annual report |
| <p>6 Approval of Audit Report for the FY 2019-20 and FY 20-21: The statutory audit of the University for the FY 2019-20 and FY 20-21 has been completed by CA & AG empaneled CA Roy Atal & Atal. The reports have been placed in EC for discussion.</p> | 4/35 | EC has approved the Audit Report for the FY 2019-20 and FY 20-21 subject to compliance with the suggestions of the auditor before the next EC meeting |
| <p>7 Approval of providing incentives to teachers who receive state, national and international recognitions/awards as per NAAC guideline: As per NAAC guideline, The University should recognize the teachers receiving state, national and international recognitions/awards. These teachers should be recognized at an in-house University function in presence of teachers and students and other University officials. The same shall also be announced in the University website. Additionally, such recognition needs to be approved by the Executive Council and the Resolution no. should be communicated to NAAC for accreditation. Therefore, this matter has been placed in EC for approval.</p> | 5/35 | EC advised that a committee comprising of VC/HODs from all the Schools/Dean & Registrar to be formed who will decide on the modality for evaluating the teachers (both contractual & regular) and give recognition. In any year, if no teacher qualifies for the incentive under the said criteria, the incentive to be retained by the University and should be kept on hold. The matter may be placed in the next EC |
| <p>Confirmation regarding renewal of Capitaline AWS Database: The subscription of Capitaline AWS Database is going to end on 31.12.2021. The matter has been placed in EC for approval on the renewal of the Capitaline AWS Database.</p> | 6/35 | EC has approved the renewal of the Capitaline AWS Database |
| <p>Matter related to Boundary pillars of the main site: Boundary pillars of the main site to the North direction in the permanent campus, are to be shifted as per new trace map issued by circle officers. Total 14 no.s of pillars to be shifted. Manual works may amount to Rs. 30,000/-. Matter has been placed in EC. EC may advice in this regard.</p> | 7/35 | EC suggested to take over the land from Revenue Department as per new trace map as early as possible. VC may depute one or two personnel of the University to complete the takeover process |
| <p>Matter of rental agreement of Boy's Hostel of ARGUCOM: From 1st July 2019 onwards, University has been running its Boy's hostel at the building of Shri. Rajen Bhuyan. As per EC resolution no. 7/24 dated 18/06/2019, EC approved a rate of Rs. 6 /- per sq. ft. or the APWD valuation rate whichever is higher for entering into a rental agreement. But, till date Shri. Rajen Bhuyan fails to submit the APWD valuation rate. Matter has been placed in EC for discussion</p> | 8/35 | EC approved a rate of Rs. 6 /- per sq. ft. for agreement with the owner of the building of the Boy's hostel |

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Registrar (Admin)
Rajiv Gandhi University of
Management, Bikaner

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| | and suggestion regarding the rental agreement of Boy's hostel of ARGUCOM. | | |
| 11 | <p>Matter related to refund of admission fees for two (2) no.s of students of School of Public Policy & Law (SPL):</p> <p>Two (2) no.s of students Ms. Tonmoyee Chutia and Ms. Hemarani Pait from the School of Public Policy & Law (SPL) has applied for refund of admission fees. Both of them had paid the admission fees of Rs. 28,500/- to the University. As per UGC guidelines, there is a clause regarding refund of fees on account of cancellations of admissions/migrations of students upto 31st October 2021 and a special consideration on cancellation of admissions upto 31st December 2021. Therefore, the matter has been placed in EC for discussion and approval.</p> | 9/35 | <p>As per the UGC Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic-July 2021, a full refund of fees should be made on account of all cancellations of admissions/migrations of students up to October 31, 2021 for the academic session 2021-2022 as a special case. Thereafter, on cancellation/withdrawal of admissions up to December 31, 2021, the entire fee collected from a student should be refunded in full after deducting not more than Rs. 1000/- as processing fee.</p> <p>Ms. Tonmoyee Chutia had applied for refund on 30th October 2021 and Ms. Hemarani Pait had applied on 6th December 2021. But in this case, both the students have applied for the refund of fees after the commencement of the classes for the mentioned school. Therefore, EC mentioned that even if a student attends or does not attend the classes, if a student applies for refund after the commencement of classes, then it is termed as "Dropouts". And EC mentioned that, if a student drops-out from a course, the matter of refund shall not arise. Therefore, EC has not given approval on refund of the fees to the said students.</p> <p>Further, EC has suggested that if similar case arise in the future where a student applies for refund of the fees after the commencement of classes, irrespective of the School, he/she will not be entertained for any refund.</p> <p>However, if the student applies for refund before the commencement of classes, i.e. the time in between the admission and commencement of class, the matter can be taken</p> |

Registrar (Admin.)
Gandhi University
Sri Sivasubramanian

M. Manoj
Vice Chancellor
Gandhi University

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| | | | up by the respective HOD, and the process of fees refund can be initiated in accordance to the updated UGC guideline from time to time |
| 12 | Approval of the Holiday List 2022: The proposed holiday list for the Academic Year 2022 has been placed in EC for approval. | 10/35 | EC has approved the Holiday List 2022 |
| 13 | Matter related to petition as given by Ms. Sudeshna Bordoloi: The petition of Ms. Sudeshna Bordoloi regarding reviewing the action taken by ARGUCOM against her Termination, will be placed in EC for discussion. | 11/35 | EC has carefully analyzed the petition of Ms. Sudeshna Bordoloi and have found no reason for reviewing her termination. However, EC has advised the University to release her salary for four (4) days , i.e., from 1 st October to 4 th October (the days when she was present at the University) and have agreed on the issuance of the Experience Certificate on her appeal. |
| 14 | Any other Matter | | |
| | 14.1 Matter relating to employment of two (2) no.s of Multi-tasking staff (MTS): Interview had been scheduled on 17 th December 2021. Only 3 persons appeared for the interview. Among them, only one can be selected as an MTS as per recommendation of the Selection Committee. Recommendation sheet has been placed in EC for approval. Also, EC to suggest for the appointment of another MTS. | 12.1/35 | EC approved the appointment of Ms. Ranju Handique as MTS. EC advised to absorb one more MTS as per the convenience of the University |
| | 14.2 Matter relating to arrear payment of NPS: The matter relating to arrear payment of NPS to the employees of ARGUCOM has been placed in EC for discussion, advice & approval. | 12.2/35 | EC approved the arrear payment of NPS of the employees from the University account subject to deposit of employees' share. University's share should be claimed through Non-Salary head from Govt of Assam |

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