



Assam Rajiv Gandhi University of Cooperative Management

(A Govt. of Assam University)

Recognised by UGC and member of Association of Indian Universities

Basic Tinali, Gadadhar Nagar, Joysagar, Sivasagar

Email: info.argucom@gmail.com



No.:RUCM/Admin/EC 1/2012/Part IV/130

Dated 3rd September 2022

Minutes of the 38th Executive Council meeting held on 24th August, 2022, Wednesday at 11:00 a.m.
at the Conference Hall, Gauhati University Guest House

Members Present

1. Prof. Debabrata Das, Vice Chancellor- Chairperson
2. Prof. Bhaskar Kr. Chakraborty, Member (Court's Nominee)
3. Dr. Mridusmita Das, Member
4. Shri. Durlov Bora, Registrar – Member Secretary - Online

Members Absent

1. Mr. Prabir Kr. Das, Member (Chancellor's Nominee) - (sought for leave of absence with communication via mail dated 22/08/2022)
2. Prof. Jyoti Prakash Tamuli, Member (Chancellor's Nominee) – (since resigned)
3. Dr. Anjan Thakur, Member (Court's Nominee) - (sought for leave of absence with communication via mail dated 23/08/2022)
4. Shri. ParthaPratim Mazumdar (Shri. Rituraj Bora in place of earlier), RCS, Member (Ex-Officio Member)
5. Ms. Geeta Sharma, ACS, Member (Govt. Nominee)

The Vice Chancellor and the Chairperson of the EC welcomed the members present in person and online. The Chairperson started the session with a positive message by appraising the house about the recent visit of Hon'ble Minister (Education) and Advisor (Education), Govt. of Assam and also other development of the University. The Chairperson also brought the attention of the members that the 38th EC meeting was convened in Guwahati in order to facilitate the presence of esteemed EC members.

The Chairperson than called the meeting into order and invited Registrar and the Dean (i/c) to present the agenda items of the 37th Meeting of Executive Council. Each agenda of the meeting was discussed in detail, resolutions were taken as follows:

1. Item no.: 1

Agenda Item: Confirmation of the resolutions and ATR of 37th Executive Council Meeting held on 21st May, 2022, Saturday at ARGUCOM campus, Sivasagar. (Enclosed in Annexure 1)

Decisions taken:

In case of the 37th EC meetings' Minutes, there existed a hindrance after its circulation to the EC members. The resolutions of the agendas were noted in the Minutes of the 37th EC meeting in accordance with the discussion & decisions taken by the EC members unanimously. However, after circulation of the Minutes of the 37th EC meeting, for few agenda items, two EC members namely; Mr. Prabir Kr. Das, Member (Chancellor's Nominee) and Dr. Anjan Thakur, Member (Court's Nominee), suggested alterations of decisions. Another member Prof. Bhaskar Kr. Chakraborty (Court's Nominee) stood by earlier decisions. In order to clarify the matters and reopen the discussion, the chairperson brought the matter to the 38th EC meeting under the confirmation of the agendas.

After threadbare discussion, EC confirmed the minutes of the 37th EC meeting with certain modifications/justifications in the Resolution no. 28,29,30,31,32,33,42.3/37.

1. Resolution no. 28/37 :

VICE CHANCELLOR RESIDENCE:

EC has reexamined the agenda item of 28/37 of the 37th EC meeting & sought clarification why the agenda was put in EC & what procedure was followed for taking the residence of VC on rent. FAO as special invitee has presented the resolutions of past EC & FC and explained that as per the precedence it is in order. Moreover, established procedure was followed for procurement of the VC's residence on rent. Considering the facts of the matters, the EC stands by the earlier decision as "Approved".

2. Resolution no. 29/37 :

EXPENSES RELATING TO SHIFTING & SETTING UP OF VICE CHANCELLOR'S NEW RESIDENCE:

EC has reexamined the agenda item of 29/37 of the 37th EC meeting & sought clarification why the agenda was put in EC & what procedure was followed for the expenses relating to the shifting & setting up of the new residence of VC. FAO as special invitee has presented the resolutions of past EC & FC and explained that as per the precedence it is in order. Moreover, established procedure was followed for expenses relating to the shifting & setting up of the new residence of VC. Considering the facts of the matters, the EC stands by the earlier decision as "Approved".

3. Resolution no. 30/37 :

VEHICLE OF VICE CHANCELLOR:

EC revisited the item & found in order & within the jurisdiction of the EC as precedence.

Since the registration of the old vehicle of VC was expired and insurance was not renewed for long time, considering this urgency, the vehicle was needed. Hence, a rented vehicle of VC was needed. Since, it is not an item for the creation of new asset and in addition, the vehicle of VC comes under regular revenue expenditure and not a capital expenditure, EC stands by the earlier decision as "Approved".



4. Resolution no. 31/37 :

RETENTION OF OLD CAR OF THE VC AS POOL CAR:

EC revisited the item & found in order & within the jurisdiction of the EC as precedence.

Since the registration of the old vehicle of VC was expired and insurance was not renewed for long time, considering this urgency, the vehicle was at risk to be used as VC's car. Hence, a rented vehicle of VC was hired. Therefore, this old car of VC can be retained as University's Pool Car.

Since, it is not an item for the creation of new asset and in addition, the vehicle of VC comes under regular revenue expenditure and not a capital expenditure, EC stands by the earlier decision as "Approved".

5. Resolution no. 32/37 & 33/37 :

32/37 - FIXATION OF PAY OF VICE CHANCELLOR PROF. DEBABRATA DAS

33/37 - PENSION CONTRIBUTION AND LEAVE SALARY CONTRIBUTION OF PROF DEBABRATA DAS

In view of the comments received from two of the members, the University has already communicated to the Chancellor's Secretariat for approval of the competent authority. Hence, decision is now recorded as "Forwarded to competent authority for approval".

6. Resolution no. 41.3/37 :

INCLUSION OF DR. STHITAPRAJANYAPATTANAYAK, DY. VICE PRESIDENT, BANDHAN BANK LTD. AS INDUSTRY EXPERT IN BOARD OF STUDIES OF SCHOOL OF ENTREPRENEURSHIP & MANAGEMENT:

Considering the University's Act, Section 40, sub-section 2, EC stands by the earlier decision as "Approved".

Finally, EC urges distinguished members to respond the comments on the MoM in black and white henceforth.

II. Item no.: 2

Agenda Item: Amendment of the University Act 2010 (The communication letter from the University is Enclosed in Annexure 2)

As approved in the 33rd EC held on 26.10.2021, the University has sent proposals regarding amendment of University's Act to the Higher Education Department.

Upon receiving the proposals, the Higher Education Department requested to resent the proposals after making few modifications in the Act on an urgent basis. Accordingly, the University has sent the modified proposals regarding amendment of University's Act to the Higher Education Department.

Now, the University is awaiting the communication regarding the acceptance of the amendment of the University's Act from the Higher Education Department.

The matter is being reported to EC.

Resolution no: 1/38

Decisions taken: Noted and approved

III. Item no.: 3

Agenda Item: Notification in relation to additional charge as Law Officer Incharge (i/c) to Ms. Ipsita Kaushik (Enclosed in Annexure 3)

Ms. Ipsita Kaushik is given additional charge as Law Officer (i/c) to keep the administration in legal & compliance matters for 3 years or further notification, whichever is earlier.

The matter is placed in EC for ratification.

Resolution no: 2/38

Decisions taken: Discussed and ratified

IV. Introduction of Post Graduate Diploma in Communication and Business Journalism under School of Culture and Media in association with School of Entrepreneurship & Management:

A new one-year diploma course titled "Post Graduate Diploma in Communication and Business Journalism" under School of Culture and Media in association with School of Entrepreneurship & Management has been proposed to start from July 2022.

The matter was placed in the 71st Academic council meeting for approval and the Committee has suggested to start the course from the next academic session i.e., August 2022 subject to the approval of EC

Now, the matter is placed in EC for approval

Resolution no: 3/38

Decisions taken: Matter is approved

V. Introduction of Certificate Course in Food Processing & Entrepreneurship under School of Entrepreneurship & Management:

A 3 months Certificate Course titled "Food Processing & Entrepreneurship" under School of Entrepreneurship & Management has been proposed to start from September 2022.

The matter was placed in the 71st Academic council meeting for approval and the Committee has accepted to start the programme subject to the approval of EC

The matter is placed in EC for approval

Resolution no: 4/38

Decisions taken: Matter is approved

VI. Adoption of Massive Open Online Courses (MOOCs) by each School from July 2022 semester:

As per UGC Regulations, 2021, an institution is allowed to incorporate MOOCs upto 40 % of the total courses being offered in a particular programme in a semester.

In line with the UGC regulation, from July 2022 onwards, the existing three Schools need to incorporate MOOCs in the regular curriculum.

The matter was placed in the 2nd Faculty meeting for discussion and decision.

The following decision was taken:

Due to various limitations like; proper infrastructure, technology, etc. and the University itself being a new University, the Committee has proposed the incorporation of MOOCs to the existing PG programmes of all the 3 Schools upto 20% for the upcoming July 2022 session.



The MOOCs courses will be taken from the SWAYAM Portal: <https://swayam.gov.in>. The students will register themselves to the following courses as per their respective PG programmes and will have to undergo the evaluation process online and pass the programme with a valid certificate. Financial bindings for evaluation of the courses, if any, will be reimbursed to the students on successful completion of the MOOCs programme and on submission of the valid certificate.

The courses as mentioned will be for the upcoming academic session, i.e., August 2022. For every semester, MOOCs courses will be adopted by each department and will be recorded from time to time.

MOOCS for MBA 1st and 3rd Sem

MBA 1 st Sem	Managerial Economics.: 2 credits shall be through SWAYAM and remaining 1 credit classroom teaching: total 3 credits.
MBA 3 rd Sem	Innovations & Sustainable Development-3 credits Of this course 2 credits shall be through SWAYAM under the Course : Innovation, Business Models & Entrepreneurship. Remaining 1 credit shall be through Classroom teaching

MOOCS for MCA 1st and 3rd Sem

MCA 1 st Sem	Computer Organization and Architecture- 4 credits
MCA 3 rd Sem	Cryptography And Network Security – 4 credits

MOOCS for LLM 1st and 3rd Sem

LLM 1 st Sem	Intellectual Property Rights – 4 credits
LLM 3 rd Sem	Law & Justice in a Globalizing World – 4 credits

The matter was again placed in the 71st Academic council meeting for approval and the Committee has accepted to incorporate MOOCs in the regular P.G. curriculum subject to the approval of EC

Now, the matter is placed in EC for approval

Resolution no: 5/38

Decisions taken: Matter is approved, with a suggestion that, UGC guidelines in this regard is to be followed

VII. Matter related to appearing the final end term examinations by two students of MBA/MCom 2nd semester, Batch 2021-23:

Shri. Dipjyoti Saikia (MCom) & Shri. Satyaranjan Das (MBA), 2nd semester has shown their interest in appearing for the end term examination. However, their attendance in the class for all the papers in the 2nd semester is near to 0%.

The matter was placed in the 2nd Faculty meeting for discussion and decision.

The following decision was taken:

In the MBA regulation, as per the clause of "Attendance Requirements";

"A student is required to have a minimum attendance of 75% to be eligible to appear for the examination and for assignment submission."

In line with the above clause of the MBA regulation, the Committee has decided not to allow the said students; Shri. Dipjyoti Saikia (MCom) & Shri. Satyaranjan Das (MBA), for appearing the 2nd semester end term examinations, as their attendance in the class is nearly 0% for all the papers.

However, they will be allowed to appear the 2nd semester end term examination, only when they attend the classes of 2nd semester with the upcoming batch in the next year.

Nevertheless, they will be promoted to the next semester, but both of them will not get the degree until, they attend the classes of the said semester with the upcoming batch, in the next year and pass in the examinations.

The matter was placed in the 71st Academic council meeting for approval and the Committee has decided not to allow the students; Shri. Dipjyoti Saikia (MCom) & Shri. Satyaranjan Das (MBA), for appearing the 2nd semester end term examinations, as their attendance in the class is nearly 0% for all the papers, subject to the approval of EC

Now, the matter is placed in EC for approval

Resolution no: 6/38

Decisions taken: Matter is approved

VIII. Application from the MBA/MCom students regarding request for waiving an amount of fees from the 2nd semester:

As the 2nd semester of the MBA/MCom (Batch 2020-2022) was held online due to the pandemic, the students of this batch have requested to exempt a part of their 2nd semester fees as mentioned below:

1. Student Field trip – Rs. 1000/- per sem = Rs. 4000/- (for 4 semesters)
2. Lab fees– Rs. 1000/- per sem = Rs. 1000/- (only 2nd semester)
3. Library fees– Rs. 2000/- per sem = Rs. 2000/- (only 2nd semester)

TOTAL = Rs. 7000/- per student

Total no.s of national students for this batch is 13 no.s. Therefore, the total amount will be Rs. 7000/- x 13 = Rs. 91,000/-

The student field trip for all the four semesters, for the MBA/MCom (Batch 2020-2022) couldn't be executed due to the pandemic.

The matter was placed in the 71st Academic council meeting for approval and the Committee gave a positive note on waiving of the fees related to Student field trip for all the four semesters.



However, there exists a maintenance cost in relation to Lab and Library, even though the classes were held online due to the pandemic for the students of this batch.

Therefore, as a whole, the Committee has decided to forward the matter to EC, as it is related to finance

The matter is placed in EC for discussion and approval.

Resolution no: 7/38

Decisions taken: EC approved the waiving of Rs. 4000/- for the four (4) semesters under the head 'Student Field trip' for the MBA/MCom (Batch 2020-2022) batch and for the national students only

IX. Approval of Annual Report 2021-2022

The Annual Report 2022 has been placed in EC for approval.

Resolution no: 8/38

Decisions taken: Approved

X. Panel for nominating one Governor's Nominee for Executive Council, on resignation of the earlier nominee from Governor, Prof. J.P Tamuly:

Earlier Governor Nominee of EC, Prof J.P Tamuly, has resigned from his duties as EC member.

Therefore, a panel of nominees in place of Prof J.P Tamuly, is proposed for further forwarding to Governor's Secretariat. The list is as below:

- a. Dr Jyoti Prasad Saikia, Vice-Chancellor of Birangana Sati Sadhani Rajyik Vishwavidyalaya, State University, Golaghat, Assam
- b. Prof. J. P. Verma, Vice Chancellor of Sri Sri Aniruddhadeva Sports University, Chabua, Dibrugarh District, Assam
- c. Prof. Ajanta Borgohain Rajkonwar, Vice Chancellor, Assam Women's University, Jorhat, Assam
- d. Shyamanta M. Hazarika, Professor, Department of Mechanical Engineering at Indian Institute of Technology Guwahati, Assam

The matter is placed in EC for discussion and approval.

Resolution no: 9/38

Decisions taken: EC approved the panel of nominees proposed subject to receipt of acceptance of Prof. J.P Tamuly's resignation by the Hon'ble Chancellor

XI. Reappointment of Contract of services of Teaching Associates (contractual):

- A) The period of employment of following Teaching Associates (contractual) expires on 02.07.22 (Table 1) and 03.08.22 (Table 2). The services of the incumbents may be extended w.e.f. 05.07.22 to 30.09.22 for Table 1 and w.e.f. 05.08.22 to 30.09.22 for (Table 2) and with previous terms & conditions and one day administrative break. EC may approve.

Table 1

Name	Total Monthly Emoluments (Rs.)	Date of expiry	Period of renewal
Ms. Bhuyashi Boruah	20,000/-	02.07.22	From 05.07.22 to 30.09.22
Shri. Debashish Saikia	20,000/-	02.07.22	From 05.07.22 to 30.09.22
Shri. Dilip Kr. Boruah	25,000/-	02.07.22	From 05.07.22 to 30.09.22
Name	Total Monthly Emoluments (Rs.)	Date of expiry	Period of renewal
Shri. Jahnob Konwar	25,000/-	03.08.22	From 05.08.22 to 30.09.22

- B) The renewal of contract of Teaching Associate (contractual) will be done on satisfactory performance of the work during the engagement period and necessity of the University. The matter is placed for discussion and approval.

Resolution no: 10/38

Decisions taken: Reappointment of contract of services of the teaching associates is given post facto approval by EC as per terms & conditions

XII. Reappointment of Contract of services of Multi-Tasking Staff (contractual):

The period of employment of following Multitasking staff (contractual) expired for one employee on 30.06.22 and for two employees on 09.08.2022. The services of the staff may be extended with salaries as below with one day administrative break and as per earlier terms and conditions.

Name	Date of expiry of contract	Period of renewal of contract	Emoluments per month in INR
Ms. Ranju Handique	30.06.2022	From 02.07.2022 to 11.11.22	7,952/-
Shri. Bhaskarjit Saikia	09.08.2022	From 11.08.2022 to 11.11.22	7,952/-
Shri. Utpal Das	09.08.2022	From 11.08.2022 to 11.11.22	7,952/-

In compliance to the resolution no. 24/37 of the 37th EC meeting, the above MTS will also be entitled to receive the revised remuneration as per the minimum wage rate from Govt of Assam, which will be effective after the expiry of their current contract, i.e., after 11.11.2022

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 renewal of contract of MTS will be done on satisfactory performance of the work during the engagement period and necessity of the University.

The matter is placed for discussion and approval.

Resolution no: 11/38

Decisions taken: Reappointment of contract of services of MTS is given post facto approval

XIII. Selection Committee for recruitment of fresh Teaching Associates in the month of October 2022 (Enclosed in Annexure 4):

As discussed in the 37th EC meeting, the University will discontinue the existing Assistant Professors (contractual) posts from 30th September 2022 and will start for fresh appointments of Teaching Associate (contractual) posts from October 2022 for six (6) months term.

A panel of experts need to be included in the Selection Committee for recruitment of fresh Teaching Associates in the month of October 2022. As per the resolution of 21st meeting of EC vide resolution no. 15/21. dated 28.09.2018, a list of experts was approved for different selection committees of the University. EC may authorize the Vice Chancellor, to select experts from that approved list, to be included in the Selection Committee for recruitment of fresh Teaching Associates in the month of October 2022.

The matter is placed in EC for discussion and approval.

Resolution no: 12/38

Decisions taken: EC approved and authorized VC to expediate the same. However, current designation & address to be confirmed

XIV. DA/Travel entitlement of University staff:

A new proposal for DA/Travel entitlement for University Staff is to be drafted.

Earlier DA travel entitlement was placed and approved in the 8th EC meeting held on 08.01.2013. However, the rates need to be revised.

The matter is placed in EC for discussion and approval.

Resolution no: 13/38

Decisions taken: A committee be constituted by VC to examine the draft proposal and to be presented in the next EC

XV. SD Budget to submit with the Govt. of Assam:

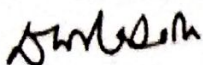
Govt. of Assam didn't release any amount under Salary and Non-Salary head for the FY 21-22. Moreover, in the budget of 2022-2023, Govt of Assam allocated only Rs. 1000/- under non-salary head.

Hence, SD budget is to be moved to Govt of Assam for sanction & release to the University, for smooth functioning of the University in the FY 2022-2023.

Resolution no: 14/38

Decisions taken: EC authorize FAO to prepare SD considering all liabilities and proposed liabilities till 22-23. After preparing the same, submit to Govt. of Assam as early as possible

As there was no other item to discuss, the meeting ended with vote of thanks to the chair.



Registrar (Admin.)
Assam Rajiv Gandhi University of
Cooperative Management, Dispur

Shri. Durlov Bora
Registrar, ARGUCOM


3/9/22

Prof. Debabrata Das
Vice Chancellor

Dated 3rd September 2022

Copy to:-

1. **Commissioner & Secy, Hon'ble Governor of Assam cum Chancellor of Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM)**, for information.
2. **Mr. Prabir Kr. Das**, Former Director, Software Technology Park of India (STPI), Guwahati, for information
3. **Prof. Jyoti Prakash Tamuli**, Professor, Dept. of Linguistics, Gauhati University, for information
4. **Prof. Bhaskar Kr. Chakraborty**, Professor (Retd.), Dept. Of Law, Gauhati University, for information
5. **Dr. Anjan Thakur**, Rtd. Director, National Productivity Council (NPC), Guwahati, for information
6. **Shri. Rituraj Bora**, Secy Cooperation, Registrar of Cooperative Societies (i/c), Khanapara, Guwahati, for information
7. **Ms. Geeta Sharma**, ACS, Deputy Secy to the Govt. of Assam, Dept. Of Cooperation, for information
8. **Dr. Mridusmita Das**, Dean (i/c), ARGUCOM, for information
9. **Finance & Accounts Officer**, Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM), for information
10. **OSD to Vice-Chancellor**, Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM), for information.
11. Office File
12. Guard file



Registrar (Admin.)
Assam Rajiv Gandhi University of
Cooperative Management, Sivasagar



Assam Rajiv Gandhi University of
Cooperative Management, Sivasagar

Shri Durlov Bora
Registrar, ARGUCOM