



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 V/26

Dated 16th October, 2023

Minutes of the 43rd Executive Council meeting held at the Conference Hall, Assam Rajiv Gandhi University of Cooperative Management, Sivasagar at 11:30 AM in blended mode

Members present

1. Prof. Debabrata Das, Vice Chancellor- Chairperson
2. Prof. J.P. Verma, Member (Chancellor's Nominee)
3. Prof K. Rangarajan, Member (Chancellor's Nominee)-Online
4. Dr. Amiya K. Sharma, Member (Court's Nominee)- Online
5. Ms. Kabita Deka, ACS, Nominated by Shri N. Konwar, IAS, Registrar of Cooperative Societies.
6. Dr. Mridusmita Das, Dean i/c & Member (Vice Chancellor's Nominee)
7. Dr. Rashida T. Noorain, Registrar (Admn) i/c & Member Secretary

Members absent

1. Prof. Bhaskar Kr. Chakraborty, Member (Court's Nominee)

The meeting commenced with a welcome note, wherein the Vice Chancellor welcomed all the members particularly Prof. K Rangarajan, who has been recently nominated by The Hon. Chancellor of the University. Thereupon the agenda items were considered for discussion.

Item no.	Agenda Item	Resolution no.	Resolutions/Decision Taken
1.	Re-engagement of tenure of Faculty Associates: The term of engagement of Faculty Associates (contractual) have ended and re-engagements have been made as below in existing rates. The matter is placed for ratification of the period and further approval of re-engagement based on requirement in the Schools concerned.	1/4 3	A. The reengagement period proposed for ratification is ratified. B. The period of re-engagement proposed is approved for renewal on existing terms and conditions.

			Name	Period of re-engagement ratified	Period of re-engagement for approved
<p>Engagement of two no. of Faculty Associates.</p> <p>Based on requirements caused by resignation of Faculty Associates in School of Entrepreneurship & Management and Innovation & Technology two no. of Faculty Associates have been engaged in the two Schools, Dr.</p> <p>2. Prarthana Chaliha and Shri Pranjit Lahon respectively for six months. The engagement was done through process as per Statute. Dr. Prarthana Chaliha joined on 17 August, 2023 and Shri Pranjit Lahon joined on 07 September, 2023.</p> <p><i>The matter is placed for ratification of the Executive Council.</i></p>		2/4 3	Shri Subhasis Pujari	03.04.2023 to 03.10.2023	04.10.2023 to 03.04.2024
			Ms. Amrita Devi		
			Ms. Bhuyashi Guah		
			Ms. Bhupali Saikia	03.03.2023 to 02.09.2023	04.10.2023 to 03.02.2024
			Ms. Rituparna Bora	03.05.2023 to 01.11.2023	04.11.2023 to 03.01.2024
			Shri Jahnob Konwar	03.04.2023 to 02.08.2023 released upon resignation on (02.08.2023)	xxxxxxxxxxxx
			<p>The Executive Council ratified the engagement of Dr. Prarthana Chaliha and Shri Pranjit Lahon as Faculty Associates in School of Entrepreneurship & Management and Innovation & Technology respectively considering their necessity in the respective Schools.</p>		

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<p>Engagement of Shri Debojit Arandhara as Driver of Vice Chancellor's vehicle</p> <p>Shri Debojit Arandhara was engaged as driver for Vice Chancellor's vehicle as an interim arrangement @ 11,000/- per month w.e.f 20.05.2023 for 89 days or till the joining of the latter, whichever was earlier. Owing to the demise of Jitu Saikia on 08.07.2023, Shri Arandhara was reengaged as per minimum wage rates of Govt. of Assam @ Rs. 14,493/- per month w.e.f. 17.08.2023 to 15.11.2023.</p> <p><i>The matter is placed for ratification of the Council.</i></p>	<p>3/4 3</p>	<p>The engagement of Shri Debojit Arandhara engaged as driver for Vice Chancellor's vehicle as an interim arrangement w.e.f. 20.05.2023 has been ratified as proposed.</p>																													
<p>Re-engagement of the term of facto approval of Multi-Tasking staff and Driver engagement</p> <p>A. The term of engagement of Multi-Tasking staff & Driver (contractual) have ended and re-engagements have been made as per minimum wages act, Govt. of Assam. The matter is placed for ratification of the period and further approval of re-engagement based on requirement in the University.</p>	<p>4/4 3</p>	<p>The period of engagement of MTS and driver for the period proposed is ratified for 16.05.2023 to 15.11.2023 and 17.08.2023 to 15.11.2023 respectively.</p> <p>The period of engagement of MTS and driver for the period proposed is approved for engagement w.e.f. 17.11.2023 to 16.05.2024.</p> <table border="1" data-bbox="826 1317 1417 1765"> <thead> <tr> <th>Sl. No.</th> <th>Name</th> <th>Designation (Contractual)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Himanka Gogoi</td> <td rowspan="11" style="text-align: center;">Multi tasking staff</td> </tr> <tr> <td>2.</td> <td>Ranjumoni Handique</td> </tr> <tr> <td>3.</td> <td>Puberun Borah</td> </tr> <tr> <td>4.</td> <td>Manuranjan Dutta</td> </tr> <tr> <td>5.</td> <td>Sarif Ahmed</td> </tr> <tr> <td>6.</td> <td>July Begum</td> </tr> <tr> <td>7.</td> <td>Bharati Koch</td> </tr> <tr> <td>8.</td> <td>Sarat Hazarika</td> </tr> <tr> <td>9.</td> <td>Utpal Das</td> </tr> <tr> <td>10.</td> <td>Bhaskarjit Saikia</td> </tr> <tr> <td>11.</td> <td>Ranju Saikia</td> </tr> <tr> <td>12.</td> <td>Debojit Arandhara</td> <td style="text-align: center;">Driver</td> </tr> </tbody> </table>	Sl. No.	Name	Designation (Contractual)	1.	Himanka Gogoi	Multi tasking staff	2.	Ranjumoni Handique	3.	Puberun Borah	4.	Manuranjan Dutta	5.	Sarif Ahmed	6.	July Begum	7.	Bharati Koch	8.	Sarat Hazarika	9.	Utpal Das	10.	Bhaskarjit Saikia	11.	Ranju Saikia	12.	Debojit Arandhara	Driver
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5.	<p>Hiring of vehicle for Vice Chancellor</p> <p>The vehicle has been renewed for usage w.e.f 12.10.2023 for Six months in the existing rate i.e. Rs. 42,000/- per month.</p> <p><i>The matter is placed for ratification of the Council.</i></p>	5/4 3	The proposed extension of hire for Six months is approved as proposed w.e.f.12.10.2023.
6.	<p>Closure of Boys' Hostel</p> <p>Owing to non-occupancy and non-viability in running as per a report by Hostel Management committee dated 15.06.2023, the Boys' Hostel has been vacated with prior notice w.e.f.01.08.2023. All dues thereupon are cleared.</p> <p><i>The matter is placed for ratification of the Council.</i></p>	6/4 3	The decision of closure of the Boy's Hostel is ratified.
7.	<p>Matter related to Girls' Hostel fees of the University</p> <p>The Academic Council has approved the breakup of the monthly fees, admission fees and caution money for the students to be a hostel boarder of the University vide Resolution no. 5/75 as follows;</p> <ol style="list-style-type: none"> 1. Hostel Admission fees – Rs. 1000/- (one-time and non-refundable) 2. Caution money – Rs. 5000/- (one-time and refundable on the completion of the course) 3. Seat rent – Rs. 2250/- per month (to be collected at the start of every semester for the entire semester) 	7/4 3	The breakup of the monthly fees, admission fees and caution money for girls' hostel boarders is ratified. However, the caution money of Rs. 5,000/- be refunded as and when any boarder withdraws the seat.

	<p>4. Mess Dues* @ Rs. 150 per day x 30 days – Rs. 4500/-</p> <p>*Subject to change as per actuals.</p> <p>The modified hostel fees has been applicable from July 2023.</p> <p><i>The matter is placed for ratification of the Council.</i></p>		
<p>8.</p>	<p>Repealing of the existing PG Regulation and adoption of the new PG Academic Regulation 2023.</p> <p>The Academic Council has approved the New PG Regulation 2023 with minor modifications such as; “Grading should be standardized using statistical tools applicable for such exercise” vide Resolution no. 1/75.</p> <p>As placed in the 76th Academic Council meeting and vide Resolution no. 1/76, the Academic Council has approved for amendment in the new PG regulation regarding Clearing backlog courses in Clause 3.4.1 (i) with minor modifications as mentioned:</p> <p><i>“In any odd/even semester, if a student fails to clear the courses, he/she will have to appear in the next add/even regular semester examination respectively when the courses will be offered in the subsequent regular odd/even batch.</i></p> <p><i>However, a special backlog examination shall be conducted within 30 days from the declaration of the result of the terminating (4th) semester, including all backlog courses of the terminating (4th) semester and all other backlog courses from the previous semesters. In the event of unsuccessful results</i></p>	<p>8/4 3</p>	<p>Repealing of the existing PG Regulation and adoption of the new PG Academic Regulation 2023 is ratified.</p>

	<p><i>in the special backlog examination, the student will appear in odd/even semesters respectively along with the regular semester students till the maximum period of their programme as allowed in Clause no. 1.05 (Period of candidature)".</i></p> <p>The Committee has also approved for amendment in the new PG regulation regarding Results (Grade card and Transcript) in Clause 3.5. as mentioned:</p> <p><i>"Unless and until all the credit courses are cleared, final results will not be declared".</i></p> <p><i>The matter is placed for ratification of the Executive Council.</i></p>		
<p>9.</p>	<p>Fees for issuing Original Certificate by the University</p> <p>The Academic Council has approved an amount of Rs. 1000/- as fee for issuance of original certificate by the University to the passed-out students from India and an amount of Rs. 2000/- for foreign students vide Resolution no. 6.1/75.</p> <p><i>The matter is placed for ratification of the Council.</i></p>	<p>9/4 3</p>	<p>Approved as placed.</p>
<p>10.</p>	<p>Introduction of MCA with a new specialization:</p> <p><i>Considering resemblance to item no. 16/43; the matter is detailed under resolution of item no. 15/43.</i></p>		

11.	<p>Engagement of CA Purab Agarwalla for FY 2022-23 :</p> <p>For the FY 2022-23 CA Purab Agarwalla & Co. has been reappointed for Statutory Audit work of the University as per all terms and conditions and Audit fee laid down in the RFP for the FY 2021-22 at an amount of Rs. 30,000/- p.a. excluding taxes. Due process has been followed in the reappointment. This has been approved in the Finance Committee vide Resolution no. 01/09</p> <p><i>The matter is placed for ratification of the Council.</i></p>	10/ 43	<p><i>The Executive Council ratified the engagement of firm for the FY 2022-23 CA Purab Agarwalla & Co. for Statutory Audit work of the University.</i></p>
12.	<p>Statutory Audit report of FY 22-23.</p> <p>Audit report for the FY 2022-23 after successful completion of the Statuary Audit by CA Purab Agarwalla & Co. Finance Committee approved the Audit Report for the FY 2022-23 vide Resolution no. 01/09.</p> <p><i>The matter is placed for approval of the Council.</i></p>	11/ 43	<p>Approved as placed</p>
13.	<p>Grants in Aid (Non-Salary) communication as SD by Govt of Assam.</p> <p>In the recent Autumn Session of Assam Assembly GoA allocated Rs.280.09 lacs in favor of the University as SD for FY 2023-24. Finance Committee approved the probable expenditures as per the approved Budget of the University for the year vide Resolution no. 03/09.</p> <p>The University proposes to initiate the process of purchase of books as per the estimated</p>	12/ 43	<p>The Executive council approved proposed expenditure for purchase of books as per the estimated expenditure amount of Rs. 2.38 Lacs and also expenditure against the other estimated heads.</p>

	<p>expenditure amount of Rs. 2.38 Lacs under Books & Periodicals submitted to DHE. Additionally, advice of the Council is sought on expenditure against the other estimated heads.</p> <p><i>The matter is placed for advice and approval of the Council.</i></p>		
<p>14.</p>	<p>Refund of Application Fees against the Recruitment of 6 nos. of Sanctioned Posts.</p> <p>From August 2019 to September 2022, 4 nos. of advertisement have been published to recruit 6nos of sanctioned posts viz. Registrar (Admn) (1no.), PS(3nos), CCA(1no.) & Junior Accountant (1no.). Due to some administrative issues recruitment process could not be completed. Total Rs.1,22,000/- collected as Application Fees from the candidates.</p> <p>Matter has been placed in the Finance Committee wherein it has been approved vide resolution no. 05/09 to refund of Application Fees of the candidates on demand basis as and when arises in due course from the candidates' end. However, University will not initiate any process by their own to refund the same to the candidates.</p> <p><i>The matter is placed for ratification of the Council.</i></p>	<p>13/ 43</p>	<p>The Council discussed the matter in details and resolved that refund be made to all the candidates. The University is to initiate communication to the applicant's seeking application within one month. The entire process be completed within FY 2023-24.</p>

<p>15.</p>	<p>Restructuring of Credit Allocation of papers for MBA/MCom & MCA for academic session 2023 onwards</p> <p>The total credits of MBA & MCom programme has been modified from 125 to 106 after changing the credits of a few of the courses in the semesters. And, the total credit of the MCA programme has been restructured from 103 to 90. The same has been mentioned in the SAC minutes of both the schools, i.e., SEM & SIT and approved by the 76th Academic council vide resolution no. 2/76.</p> <p><i>The matter is placed for ratification of the council.</i></p>	<p>14/ 43</p>	<p><i>Approved as placed</i></p>
<p>16.</p>	<p>Introduction of Two Years MCA (Data Science) Programme under School of Innovation & Technology</p> <p>School of Innovation & Technology has proposed to start a new programme named MCA (Data Science) with a total credit of 90. The syllabus had been sent to and comments from the experts has been received. The matter has been approved by the 76th Academic council vide resolution no. 3/76 with the comment that “after the introduction of the said programme, the traditional MCA programme will be eventually phased out”.</p> <p><i>The matter is placed for ratification of the council.</i></p>	<p>15/ 43</p>	<p><i>Approved as proposed</i></p>

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<p>Issuance of Certificate to the pass-out students of the University in the year 2023:</p> <p>The issuance of Provisional or Original Certificates to the pass-out students or the students who are on the extension of their programme, is due as on date. As the number of pass-out students in the year 2023 is only 16 no.s, whether to organize a Convocation for such less no. of students will be feasible, need to be discussed. The matter has been placed in the 76th Academic Council meeting wherein it has been resolved that, "Provisional Certificates and Transcript for the students be issued subject to fulfillment of formalities. However, for Original Certificates & Conduct of Convocation, advice from the Office of the Hon'ble Chancellor be sought for, from the end of ARGUCOM" vide resolution no. 5/76.</p> <p><i>The matter is placed for ratification of the council.</i></p>	<p>17.</p> <p>16/ 43</p>	<p>The Council ratified the decision that advice from the Office of the Hon'ble Chancellor be sought regarding issue of Original Certificates & conduct of Convocation for the 16 no. of students.</p>								
<p>Pond on lease at permanent site; payments, etc.</p> <p>Two no. of ponds are being leased out by the University to NBSSL. An agreement was entered between NBSSL and the University in March 2021 at an agreed amount of Rs. 2,62,000/- pa to be paid in two equal instalments. Till date, NBSSL has paid as follows</p> <table border="1" data-bbox="300 1697 667 2056"> <thead> <tr> <th>Period</th> <th>Balance in Rs. For payment</th> </tr> </thead> <tbody> <tr> <td>2021-22</td> <td>12,000/-</td> </tr> <tr> <td>2022-23</td> <td>2,62,000/-</td> </tr> <tr> <td>2023-24(1st installment) due on 23.09.2023</td> <td>1,31,000/-</td> </tr> </tbody> </table>	Period	Balance in Rs. For payment	2021-22	12,000/-	2022-23	2,62,000/-	2023-24(1 st installment) due on 23.09.2023	1,31,000/-	<p>18.</p> <p>17/ 43</p>	<p>The Executive Council resolved termination of the contract as per provisions of the agreement.</p> <p>A counsel be appointed for serving a legal notice to the party.</p> <p>The Law Officer shall prepare a panel of lawyers to handle legal matters which shall be placed in Legal Committee for consideration.</p>
Period	Balance in Rs. For payment									
2021-22	12,000/-									
2022-23	2,62,000/-									
2023-24(1 st installment) due on 23.09.2023	1,31,000/-									

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Government of Assam and the Office of the Hon. Chancellor may ensure the interest of the teaching, non-teaching staff and the students of the University in view of the merger with Sivasagar University. The meeting concluded with a note of thanks from the Chair.



Dr. Rashida T. Noorain

Registrar (i/c)
ARGUCOM

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

Copy to:-



Prof. Debabrata Das

Vice Chancellor
ARGUCOM
Vice Chancellor

Assam Rajiv Gandhi University
of Cooperative Management
(ARGUCOM)

Sivasagar Assam - 785665

1. **Commissioner & Secy, Hon'ble Governor of Assam cum Chancellor of Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM)**, for information.
2. **Secretary, Department of Higher Education**, Government of Assam for information
3. **Prof. J.P. Verma**, Vice Chancellor of Sri Sri Aniruddhadeva Sports University, Chabua, Dibrugarh Dist. Assam, for information
4. **Prof K. Rangarajan**, Centre Head IIFT, Kolkata, for information
5. **Dr. Amiya K. Sharma**, Executive Director, RGVN, Guwahati for information
6. **Shri Narayan Konwar**, IAS, RCS, Government of Assam for information
7. **Ms. Kabita Deka**, ACS, Secretary to the Hon. Governor, Assam, Raj Bhavan for information
8. **Prof. Bhaskar Kr. Chakraborty**, Professor (Retd.), Dept. Of Law, Gauhati University, for information
9. **Dr. Mridusmita Das**, Dean (i/c), ARGUCOM, for information
10. **Finance & Accounts Officer**, Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM), for information
11. **OSD to Vice-Chancellor**, Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM), for information.
12. Office File
13. Guard file



Dr. Rashida T. Noorain
Registrar (i/c), ARGUCOM

Registrar (Admn.)
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