

PANJAB UNIVERSITY, CHANDIGARH

Summary of the meeting of Chairpersons/Directors/Coordinators of all Teaching Departments/Centres/Institutes, and Campus Deans, Panjab University, under the Chairmanship of Vice Chancellor, held on May 16, 2017 at 11.00 a.m. in the Seminar Hall of Rajiv Gandhi College Bhawan, Panjab University, Chandigarh, to consider the following agenda items:

AGENDA:

1. Appointment of Guest Faculty for the July-December 2017 Semester.
2. An update on attendance of the January-May Semester.
3. Directions from PUCASH.
4. To firm up the Academic Calendar of both the Semesters of the Academic Session 2017-18.
5. Tuition Fee of SC/ST candidates.
6. Reservation of seats in projects for SC/ST candidates.
7. Feedback from MIS/IQAC.
8. Any other item with the permission of the Chair.

PRESENT:

1. Vice Chancellor
2. Dean of University Instruction
3. Chairpersons/Directors/Coordinators/Deans/Administrative Officers (attendance enclosed).

Initiating the meeting Professor Dinesh K. Gupta, Dean of University Instruction, welcomed all the members and stated that due to the unusual incident of fire in Administrative Block, the venue of the meeting had to shift from Senate Hall to Rajiv Gandhi College Bhawan. He thanked all the members for reaching at a short notice. He apprised the House that the meeting carried primarily three issues; one was related to the appointment of Guest Faculty for the forthcoming Semester; second was an update with regard to attendance related issues and third was with regard to certain issues which relate to SC/ST Cell. The Dean of University Instruction requested Professor Arun K. Grover, Vice Chancellor to take charge of the meeting.

Professor Arun K. Grover, Vice Chancellor, welcomed all the members and stated that he meeting with the members after an interval of more than a month as last meeting of the Chairpersons was held in the first week of April, 2017. Thereafter, he did not meet the academic community after the incident of 11th April, 2017 which related to the fee increase and thereafter, in the meeting of the Senate, held on May 7, 2017, which took decision which amounted to certain changes or so called roll back in the earlier fee which was accepted by the Senate in the last week of March, i.e., on March 26, 2017.

The Vice Chancellor stated that we are today in the backdrop of the unfortunate fire in the Administrative Block. As announced by him on 14th May, 2017 that a Committee would enquire into the cause of fire and issues related thereto, he informed the House that a three-member Committee has been formed by the Panjab University. The Committee is headed by Justice J.S. Narang (Retd.) of Hon'ble Punjab and Haryana High Court, Dr. R.S. Verma, former Director, Central Forensic Science Laboratory (CFSL), Chandigarh, and Professor Paramjit Singh, Department of Chemical Engineering and Technology & former Registrar, Panjab University. The Committee will be assisted by three Technical Advisors of the University namely Ms. Sumit Kaur, former Chief Architect, U.T., Chandigarh, Er. Yogesh Gupta, former Chief Engineer, Punjab and Er. A.S. Gulati, former Chief Engineer, Punjab. Dr. Vishal Sharma and Dr. Sweta, faculty members of the Department of Forensic Science and Criminology, Panjab University would be available for inputs and assistance to the Committee.

In addition, the University authorities have contacted a Consultancy Wing of I.I.T.-Roorkee for the structural assessment of the Administrative Block. Professor Umesh Sharma, Department of Civil Engineering, IIT, Roorkee will visit the University for assessment at the earliest possible and will tell us what next has to be done for restructuring of the building. The staff of the affected Branches i.e., Accounts Branch, G&P Branch, Budget, Section, PF Section, etc. have been provided with space in the CIL building and they would commence their work as early as possible.

The Vice Chancellor further apprised the Chairpersons that on 15th of May, 2017 an e-mail was sent to all the Chairpersons containing current fee structure of various courses, which was being charged for this year for various courses in affiliated colleges in Punjab, Chandigarh and on the Campus and the same was supposed to be printed in the Handbook of Information-2017. The Handbook of Information-2017 is ready and the same will be released on **6th June, 2017**. He made conscious and alerted the Chairpersons about the comparative statement of fee structure as it prevails in different wings of the University. He stated that we have affiliated Government, Government aided and non-Government aided Colleges in U.T. and Punjab. There exists variation in fees. A chart in this regard was also distributed amongst all the members. He also stated that the fee on the Campus was lower than those in Colleges. Hence, there was a desperate need for rationalisation of fee in different organs, i.e., affiliated colleges, Regional Centres as well as Campus Departments. He also desired that there should be a Committee for Colleges as well University Teaching Departments, which will look at all these things and rationalize the same. He requested the Chairpersons to give inputs on rationalization of fee for the next academic session.

Item. 1 : Appointment of Guest Faculty for the July-December 2017 Semester.

The Dean of University Instruction stated that in the even semester right in the beginning the Chairpersons were requested to put in place the Guest Faculty, so that Guest Faculty is available to teach the students from 11th of January, 2017. He also apprised that all ongoing classes irrespective of the fact whether result has been declared or not are supposed **to start from 10th of July, 2017** in the next semester and attendance will be counted from 10th of July for shortage purposes.

The Dean of University Instruction stated that the Chairpersons were communicated vide No.2177-2276/DUI/DS dated 5.5.2017 seeking information regarding the workload of Guest Faculty and Research Scholars for the last four semesters. He also requested that Guest Faculty requirement proposals be sent in DUI's office through the office of the Deputy Registrar (Estt.) in time so that the Guest Faculty could be appointed before July 10, 2017.

The Vice Chancellor stated that we are not in a position to recruit more faculty until our financial sustenance gets sorted. We cannot recruit anybody and the people are crossing the age of 65 and teacher to students ratio is deteriorating. The Guest Faculty is not an answer to sustain teacher-student ratio. He emphasized the need to continue with the adequate number of teachers because if there are not adequate numbers of teachers, the quality of teaching will suffer and faculty will not go even to attend the Conferences during the teaching session is on. He also stressed that the faculty should not miss the classes, if we were to raise resources by enhancing tuition fee and other charges, subsequently it was necessary that quality of teaching must be sustained. He opined that he, personally, did not recommend Guest Faculty due to the fact that even the teaching quality suffers. He suggested that faculty members should not avail long duration leave as far as possible for Ph.D viva-voce. Priority should be given of availing during weekends, on Saturday or Monday so that time could be saved. He quoted the example of IITs faculty who were strict about taking classes and did not miss even a single class. He stressed that classes must be held at the advertised timings.

Further, the Vice Chancellor apprised the House that to check the quality was the job of Internal Quality Assurance Cell (IQAC) of Panjab University. He informed that the next accreditation of Panjab University was due in 2019 as the last Self Study Report (SSR) of Panjab University was submitted in the year 2014. He gave an idea to prepare for 2019 NAAC Review of the University. He suggested to make mock teams for this purpose with help of retired faculty members of the University, who settled down in tricity be taken as Honorary Professors. He

emphasized that University must prepare to have a mock NAAC review in the first half of 2018. He stated that Professor M. Rajivlochan, Director, IQAC will give an alert for the same.

Item 2. An update on attendance of the January-May Semester.

The Dean of University Instruction apprised the Chairpersons that they must have come to know that there was an agitation against detention of students for shortage of attendance. As of now, we have processed shortage of attendance cases of 54 Departments and more than 400 students have been detained. A number of students have been also allowed to sit in the examination, once they completed the formalities as per rules. He appreciated the efforts put in by Professor Gural Singh, Chairperson, Department of Evening Studies, Panjab University, who handled the exercise of detention of students of shortage of attendance meticulously and professionally. It was amazing that the students who were sitting on indefinite hunger strike, complained major mistakes in the data submitted by the Department of Evening Studies. However, they could not identify single major mistake and finally decided to call off the strike. He put on record his appreciation for the work done by the Department of Evening Studies.

On the question of Professor M.L. Garg, Chairperson, Department of Biophysics, asking about the detention of the students, the D.U.I. requested him to have a look at the specific Regulations for all the courses which were being offered by his Department. Detention means that the students will have to take a fresh course of instructions.

Item 3. Directions from PUCASH.

The Dean of University Instruction informed that there was a directive from PU Committee Against Sexual Harassment (PUCASH) that please do not handle any case of sexual harassment at the Departmental level. All cases of sexual harassment need to be referred to PUCASH.

Item 4. To firm up the Academic Calendar of both the Semesters of the Academic Session 2017-18.

The Dean of University Instruction stated that in the Academic Calendar which carries the dates of class tests, mid-term tests, end-semester examinations and last date of teaching, needs to be finalized by each Department. A circular will be sent by the DUI's office soon regarding the same. He also requested that if possible, all key events proposed to be held by the Departments be included in the Academic Calendar as also the date of Alumni Meet to enable the overseas alumni to participate.

In reply the question of Professor Rumina Sethi, Chairperson, Department of English & Cultural Studies, that who will decide the last date of teaching, the Dean of University Instruction stated that the last date of teaching will be decided by the Dean of University Instruction in consultation with Controller of Examinations. Further, on her enquiry regarding submission of medical certificate seven days before the commencement of examination, the Dean of University Instruction replied that fresh rules of condonation of attendance, which are going to be a part of Handbook of Information-2017, will be soon available and he requested to have a look at the same and handle all cases of shortage of attendance in the next semester accordingly.

Professor B.S. Ghuman, Dean, Faculty of Arts requested that a student who has 75% attendance in four papers and in one paper is short of attendance, i.e., if qualified for shortage of attendance in four papers, he should be allowed to sit in four papers and detained in one particular paper, where attendance falls short. The Dean of University Instruction replied that time and again he has requested earlier also that as far as the rules for shortage of attendance are concerned if any change is desired, the same is to be initiated by the Department. We gave full space to each Department to revise the entry level qualifications to a course for admission. As of date whatever rules were on record, the same were being implemented. The Vice Chancellor suggested that keeping in view the hardship of students, a committee be constituted by 15th of June, 2017 in this regard, so that we could take a decision well before the commencement of the next academic session.

Item 5. Tuition Fee of SC/ST candidates.

The Dean of University Instruction requested Professor Anil Kumar, UIPS, to brief the House regarding Tuition Fee to be charged from SC/ST candidates in the next semester.

Professor Anil Kumar shared the problems faced by the SC/ST students of Punjab who avail Post-Matric Scholarship. He shared that Panjab University has decided to charge 25% of the fee from such students. However, the Departments do not have a firm figure of fee to be charged from such students. As a result, different amount of fee is charged from such students across Departments which subsequently results into stoppage of scholarship because of difference in the amount of fee charged from SC/ST students across Departments. So, he suggested that each Department/Regional Centre be communicated course-wise fee to be charged from such students.

The Dean of University Instruction assured that for each course specific fee to be charged from the SC/ST candidates belonging to Punjab will be communicated to each Department.

Col. G.S. Chadha, Registrar, apprised that Punjab Government is re-imbursing the fee depending upon fee structure of the Course instead of 25 per cent. He stated that we have already put up a note that Punjab Government is not re-imbursing the total amount and a huge amount is pending for re-imburement. In case of SC/ST students, he suggested that like other State Governments, who were implementing this scheme by direct credit to the students' account, Punjab Government should make such arrangements.

Item 6. Reservation of seats in projects for SC/ST candidates.

The Dean of University Instruction stated that we have already communicated and firmed-up the Ph.D. seats for each programme, those seats are going to be carried by the Prospectus of M.Phil. and Ph.D. He shared that once we have firmed-up number of seats; we will be in a position to segregate how many seats out of total seats of Department will be allocated to SC/ST/BC/PwD candidates. He explained that the problem was in the Science Departments as they get projects and it was not possible to fix-up the seats for SC/ST and other categories. He requested Professor Anil Kumar, UIPS to share the issue in detail.

Professor Anil Kumar, UIPS invited the attention of the House to a letter received from the National Commission for Scheduled Castes, Government of India, carrying the representation of SC students for denial of seats in the projects. He also quoted the example of Department of Computer Science and Applications that there was not even a single SC student who was admitted in Ph.D. He also apprised about the decision of UGC that if possible first seat be given to SC, if not available then next seat out of 'X' seats be offered to SC students. He also stated that there was a question as to how to rationalise the number of seats for the SC/ST students in Ph.D. programme and monitor as to how the same be implemented from the next academic session.

The Dean of University Instruction stated that major problem has been taken care of because earlier number of seats in Ph.D. was not fixed. So we were not in a position to calculate that how many students are to be admitted in each category. But for the admissions 2017-2018, we have made it very clear that how many SC/ST/ BC/PwD students are to be admitted in a particular Department depending on the announced seats. He also stated that in case of Projects guidelines would be followed by the Departments and we will devise a mechanism to implement it.

Item 7. Feedback from MIS/IOAC.

Professor M. Rajivlochan stated that they were constantly busy for preparation of All India Survey on Higher Education (AISHE) information, which still was not completed due to the fact that a number of faculty members have not got Aadhaar Cards issued. He apprised that the data linked with Aadhaar Cards was being uploaded on PU Website and they were unable to upload the data due to non-availability of Aadhaar Cards of some faculty members. For the time being, the data was uploaded without names and Aadhaar Cards. He requested the Chairpersons that the faculty members be requested to get Aadhaar Cards issued as soon as possible and the same be provided to MIS Cell for accomplishment of the task.

Secondly, he also informed the House that as and when the Chairpersons are asked by MIS Cell to give the feedback and further the Chairpersons ask the faculty members to give information, they do not provide the same. He requested the Vice Chancellor and the Dean of University Instruction that the Chairpersons be empowered to ask the faculty members to provide the required information.

He further informed that last year MIS Cell has produced Information Resource Book (IRB) by updating each and every activity of the University in IRB. This was the only way to map information otherwise large amount of information will get missed. He stated that this year also we are updating IRB. Soft copy of fresh IRB will be issued in the next week. He requested the Chairpersons to download the same and update it.

He emphasized the need to use Campus Portal as the Campus Portal is ready and very helpful regarding pension, finances, bills, attendance record of employees, etc. As informed by the DSW's office regarding hostel module, similarly, module for attendance of students was also ready.

He further informed that it has been noticed by IQAC/MIS Cell that some of the faculty members have not got issued official e-mail ids. He requested the Chairpersons to ensure that all faculty members must use official e-mail ids only.

The meeting ended with a vote of thanks to the Chair.

(Professor Dinesh K. Gupta)
Dean of University Instruction

Vice Chancellor