

# **JAMIA MILLIA ISLAMIA**

## **(ACADEMIC & COUNCIL BRANCH)**

### **Minutes**

**Of the meeting of the Majlis-i-Muntazimah (Executive Council) (EC-IV/2007) of Jamia Millia Islamia held on Friday, the 7<sup>th</sup> December, 2007 (at 3:30 p.m.) in the in the Yasser Arafat Hall, (Khayaban-e-Ajmal), Jamia Millia Islamia, New Delhi.**

A meeting of the Majlis-i- Muntazimah (Executive Council) (EC-IV/2007) was held on Friday, the 7<sup>th</sup> December, 2007 (at 3:30 p.m.) in the Yasser Arafat Hall, of the Vice Chancellor's office (Khayaban-e-Ajmal), Jamia Millia Islamia, New Delhi.

The following were present:

- |    |  |           |
|----|--|-----------|
| 1. | Prof. Mushirul Hasan<br>Shaikh-ul-Jamia (Vice-Chancellor)      | Chairman  |
| 2. | Prof. S.M. Akhtar<br>Dean, F/o Architecture & Ekistics, JMI    | Member    |
| 3. | Prof. Zubair Meenai<br>Dean, Students' Welfare, JMI            | Member    |
| 4. | Prof. S.K. Wasan<br>D/o Mathematics, JMI                       | Member    |
| 5. | Dr. Mukul Kesawan, Reader<br>Deptt. of History & Culture, JMI. | Member    |
| 6. | Dr. Mohammed Ibraheem<br>Sr. Lecturer, University Polytechnic  | Member    |
| 7. | Mr. Pirzada Siraj Madani Nizami<br>Visitor's Nominee           | Member    |
| 8. | Prof. Najma Akhter<br>Visitor's Nominee                        | Member    |
| 9. | Mr. S.M. Afzal<br>Registrar                                    | Secretary |

The following Officers were also present:

1. Mr. N.U. Siddiqui  
Finance Officer, JMI

2. Mr. I.U. Khan  
Dy. Registrar (Admn.)
3. Mr. Nihaluddin Siddiqui  
Asstt. Registrar (E-II), RO, JMI
4. Mr. Mashkooor Ahmad Khan  
Asstt. Registrar (E-I), RO, JMI

At the outset, the Chairman (Vice-Chancellor) welcomed Prof. S.M. Akhtar, Dean, Faculty of Architecture & Ekistics, JMI who attended the meeting of the Majlis-i- Muntazimah (Executive Council) for the first time.

Further, the Chairman (Vice-Chancellor) expressed his appreciation for the valuable contribution made by the following outgoing members during their tenure as members of the Executive Council:

1. Prof. N.U. Khan, Ex-Dean, Faculty of Engineering & Technology, JMI
2. Prof. Iftekhar Ahmad, Director, AJK MCRC

***Then the Majlis (EC) conducted the following business:***

<b>EC-2007 (IV): Reso. No. 1</b>
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**Confirmation of the Minutes of the previous meeting of the Executive Council (EC-IV/2007) held on 23.08.2007.**

Since no observation was received on the Minutes of the previous meeting of the Executive Council (EC-IV/2007) held on 23.08.2007, the Majlis (EC) confirmed the minutes of the said meeting along with the addition of the following lines in Resolution No. 18(3) which could not be typed inadvertently:

*“The Majlis (EC) approved the proposals of the Vice-Chancellor to confer the honorary degree (Honoris Causa) upon Mr. M.F. Husain, in addition to the three eminent personalities as stated in Resolution No.4 of these minutes.”*

It was further resolved that in future in case no objection(s)/comment(s) are received within **ten** days from the date of issue of the minutes, the minutes shall be treated as having no observations.

**Matters for endorsement of actions already taken by the Shaikh-ul-Jamia (Vice-Chancellor) in anticipation of the approval of Executive Council.**

The Majlis (EC) endorsed/ratified the following actions already taken by the Vice-Chancellor:

**Confirmation**

- 2.1 Approved the confirmation of services of Dr. Farida Abdullah Khan, as Professor, Deptt. of Educational Studies, Faculty of Education, JMI w.e.f. 18.09.2007.
- 2.2 Approved the confirmation of services of Rihan Khan Suri, as Training & Placement Officer, JMI, w.e.f. 19.09.2007.
- 2.3 Approved the confirmation of services of Mr. Tanvir Ahmad, as Reader, Department of Computer Engineering, Faculty of Engineering & Technology, JMI, w.e.f. 12.09.2007.
- 2.4 Approved the confirmation of services of Dr. Janki Rajan, as Professor, I.A.S.E., Faculty of Education, JMI, w.e.f. 04.09.2007.
- 2.5 Approved the confirmation of services of Dr. Farah Javed Farooqui, as Reader (Elementary Education), I.A.S.E., JMI, w.e.f. 03.08.2007.
- 2.6 Approved the confirmation of services of Dr. Mehnaz Ansari, as Reader in Education (Social Sciences), I.A.S.E., Faculty of Education, JMI, w.e.f. 01.09.2007.
- 2.7 Approved the confirmation of services of Dr. Jessy Abraham, as Reader in Education (In-Service)), I.A.S.E., Faculty of Education, JMI, w.e.f. 13.06.2007.
- 2.8 Approved the confirmation of services of Dr. Waseem Ahmad Khan, as Reader in Education (In-Service), I.A.S.E., Faculty of Education, JMI, w.e.f. 17.07.2007.
- 2.9 Approved the confirmation of services of Dr. Anisur Rahman, as Reader in Education, Academic Staff College, JMI, w.e.f. 01.04.2007 (the date of commencement of the XI Plan).

**Pay Protection**

- 2.10 Approved the benefit of pay protection under FR-22 to Mr. Virendra Balaji Shahare, Lecturer, Department of Social Work, Faculty of Social Sciences, JMI we.f. 4.10.2007.

- 2.11 Approved the appointment of Mr. Biplab Mazumdar as Internal Audit Officer in the pay scale of Rs.8000.00 – 13500.00 on usual terms and conditions of re-employment w.e.f. the date of his joining till attaining the age of 62 years. His services would be governed by the rules regulating the re-employment of Centre Civil Pensioners read with the provisions of the Act/Statutes and Ordinances of Jamia.
- 2.12 Approved the change of designation of the Advisor, Centre for Dental Studies as “Project Director”. The changed designation would not affect other terms of appointment of Advisor in any way
- 2.13 Approved the qualifications of the following posts pertaining to the AJK MCRC, JMI:

**(Action: AR, E-II)**

**A. Cameraman Gr-I (Rs. 8,000 – 13,500)**

**Essential Qualifications:**

- (a) A degree from a recognized university/institution;
- (b) Diploma or equivalent in Cinematography from a recognized university/ institution;
- (c) Three years professional experience in cinematography/ videography.
- (d) Technical knowledge of operations and maintenance of video/film cameras.

**Desirable:**

- (a) Demonstrated ability to work with the latest film/video cameras, have adequate experience of outdoor/indoor lighting and must be familiar with the latest software available in the market.
- (b) Have the ability to demonstrate/supervise camera & lighting exercises for production of film/video programmes of students.
- (c) Experience of independently producing/directing film/ video programmes.
- (d) ***Working knowledge of Hindi, Urdu, and English***

**B. Lighting Asstt. (Rs. 5000 – 8000)**

**Essential Qualifications:**

- (a) Three years Diploma in Electrical or Electronics Engineering from a recognized institute/ polytechnic.
- (b) One year of working experience in studio & outdoor lighting including operation/maintenance of lighting fixtures.
- (c) Familiarity with operation of cameras, track and trolley and crab dollies.

OR

High School with five years experience of having worked as a **Lighting Asstt.** in a reputed production house or a channel with sufficient knowledge of handling lights/cables/reflectors etc.

Desirable:

- (a) Ability to assist students in practical on latest broadcast/film equipment.
- (b) Working knowledge of Hindi, Urdu and English

**C. Technician (Electronics) (Rs. 4,500 – 7000)**

Essential Qualifications:

- (a) Three years Diploma in Electronics or Telecommunications OR Sound Engineering Or Computer Engineering from a recognized Institution/ Polytechnic.
- (b) One year practical experience in the operation, repair and maintenance of Film/Video/TV/Radio equipment in an organization of repute.

Desirable:

- (a) Ability to assist students in practical on latest broadcast/film Equipment.
- (b) Working knowledge of English, Urdu and Hindi.

**D. Receptionist (Rs. 4,500 – 7,000)**

Essential Qualifications:

Graduation from a recognized university/institution with 5 years experience as Receptionist/EPABX Operator in a reputed organization of public/private sector.

OR

Graduation from a recognized university/institution with Diploma in Front Office Management or Public Relation from a recognized institute.

The Candidate should be able to communicate in English, Hindi/Urdu effectively.

**(Action: AR, E-I)**

**2.14 Revised qualifications for the various posts in the India-Arab Culture Centre, JMI**

Approved the qualifications for the various posts in the India-Arab Culture Centre with minor changes in the qualifications of the posts as approved earlier:

<b>S.No</b>	<b>Approved qualification</b>
A.	<b><u>India-Arab Cultural Centre</u></b>
	<b><u>Teaching posts</u></b>
1.	<b><u>Qualification for the post of Director/Professor</u></b> An eminent scholar with published work of high quality, actively engaged in research, with 10 years of experience in postgraduate teaching, and/or experience in research at the University/National Level institutions, including

	<p>experience of guiding research at doctoral level. OR An outstanding scholar with established reputation who has made significant contribution to knowledge. Desirable: Specialization in Contemporary West Asian Studies.</p> <p><b>2. <u>Qualification for the post of Programme Officer</u></b> M.A. or equivalent degree. Computer literate and fluncy in English/Urdu/ Arabic and should be outgoing, displaying serious interest or doing original work in Arts, Culture, International and current affairs. Five years experience. Age: 25 to 40 years <b>Desirable:</b> Knowledge of written and spoken Arabic. Candidate must be well versed with the arrangement and organization of large-scale seminars, workshops, conferences, symposium and other literary and cultural programmes.</p> <p><b>3. <u>Qualification for the post of Lecturer</u></b> Good academic record with at least 55% of marks <b>or</b>, an equivalent grade of B in the 7 point scale with latter grades O,A,B,C,D,E&amp;F at the Master's degree level, in the relevant subject from an Indian University, <b>or</b> an equivalent degree from a foreign University.  Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for lecturers conducted by the UGC, CSIR or similar test accredited by the UGC. <i>"NET shall remain the compulsory requirement for appointment as Lecturer for those with post-graduate degree. However, the candidates having Ph.D. degree in the concerned subject are exempted from NET for PG level and UG level teaching. The candidates having M.Phil degree in the concerned subject are exempted from NET for UG level teaching only."</i>  <b><u>Desirable:</u></b>  <b>(i) Specialization in Contemporary Culture and Literary Studies.</b></p> <p><b>4. <u>Qualification for the post of Reader</u></b> A Master's degree in History/Political Science/Sociology with at least 55% of the marks or its equivalent grade of B in the UGC's seven-point scale. Five years of experience as a Lecturer in a college or a university with experience in educational administration. OR Comparable experience in research establishment and/or other institutions of higher education. <b>Desirable:</b>-Conversant with Contemporary Arab World Affairs</p>
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(Action: AR, E-I)

**2.15 Approval of the Recommendations of the Selection Committees of various posts in the Faculty of Natural Sciences and Dr. K.R.N. Centre for Dalit and Minorities Studies**

Approved the recommendations of the following Selection Committees of various posts in the Faculty of Natural Sciences and Dr. K.R.N. Centre for Dalit and Minorities Studies:

**A. Recommendations of the following Selection Committees, Faculty of Natural Sciences**

<b>S. No.</b>	<b>Name of Post (s)</b>	<b>No. of Post</b>	<b>Date of Interview</b>
A	<b><u>Deptt. of Mathematics</u></b>		
1.	<b><u>Promotion from Reader to Professor</u></b> Dr. Abdul Wafi		<b>05.09.2007</b>
2.	<b><u>Direct post (NP)</u></b> Lecturer in Computer Science – Re-advertisement	01	<b>05.09.2007</b>
B.	<b><u>Deptt. of Bio-Sciences</u></b>		
	<b><u>Non-Plan</u></b>		
1.	Lecturer in Mathematics - Readvertisement	01	<b>05.09.2007</b>
2.	Lecturer in Bio-Sciences – Meetu Gupta	01	<b>06.09.2007</b>
3.	<b><u>X Plan-SG</u></b>		
4.	Lecturer in Bio-Scs.(reserved for SC) – Kapil Dev	01	<b>06.09.2007</b>
C.	<b><u>Deptt. of Chemistry</u></b>		
1.	Lecturer in Chemistry(reserved for ST) – Saif Ali Choudhary	01	<b>06.09.2007</b>
D.	<b><u>Deptt. of Geography</u></b>		
1.	<b><u>Promotion case from Lecturer (Sr. Scale) to Reader</u></b> Mary Tahir - promoted		<b>06.09.2007</b>
E.	<b><u>Deptt. of Physics</u></b>		
	<b><u>Non-Plan</u></b>		
1.	Professor in Physics - Re-advertisement	01	<b>07.09.2007</b>
2.	Reader in Physics – Dr. Saeeduddin	01	<b>07.09.2007</b>
3.	Lecturer in Physics –	02	<b>07.09.2007</b>
	(i) Jyoti Rajput – not joined as yet, the matter is before the E.C.		
	(ii) Anver Aziz - Joined his duty		
	(iii) Syed Rashid Ahmad – on panel		

**B. Recommendations of the following Selection Committee in respect of Dr. K.R. Narayanan Centre for Dalit and Minorities Studies:**

<b>S.No.</b>	<b>Name of Post (s)</b>	<b>No. of Post</b>	<b>Date of Interview</b>
01	Lecturer (reserved for SC) – Dr.Narendra Kumar	01	22.11.2007

Note: Appointments were made on probation in case of direct recruits.

**Pay Scales:** Professor: Rs. 16,400-22,400; Reader: Rs. 12,000-18,300; and Lecturer: Rs. 8,000-13,500.

*Majlis-I-Muntazimah (Executive Council) authorized the Vice Chancellor to approve the recommendations of selection committees on its behalf in future and report the same in the next meeting of the Majlis.*

*It was also resolved that the life of the panel shall be from the date of the approval by the Vice Chancellor. The Majlis (EC) also endorsed the action already taken by the Vice-Chancellor in respect of Ms. Jyoti Rajput vide letter No. Estt.-I/RO/JMI/2007 dated 23.10.2007.*

**(Action: AR, E-I)**

2.16 Receiving of the sanction of Rs.40.00 lakhs from the Distance Education Council for the Financial Year 2007-2008 as Development Grant to the A.S. Centre for Distance & Open Learning, JMI as conveyed vide its letter No. DEC/03/DG/2007/69/5143 dated 6.8.2007.

2.17 **Approval of the Annual Report-2006-2007 of the University**

As per the statutory provisions of the Jamia Act, the Annual Report of the University is required to be submitted to the MHRD for placing before the Parliament by 1<sup>st</sup> December each year. Since, no meeting of the Executive Council was held in Jamia in the near past, the Vice-Chancellor approved the Annual Report-2006-07, in anticipation of the approval of the Majlis-e-Muntazimah (Executive Council)/Anjuman (Court) of the University. The Report was subsequently submitted to the MHRD.

**(Action: AR,A&C)**

2.18 Approved the following qualification for the post of Asstt. Pump Operator on the recommendations of the Screening Committee vide its meeting held on 6.11.2007.

<b>Existing qualification for the post Asstt. Pump Operator</b>	<b>Proposed qualification for the post of Asstt. Pump Operator</b>
8 <sup>th</sup> Class pass with 3 years experience as Pump Operator.	8 <sup>th</sup> Class pass with 2 years experience in the relevant field.

**(Action: AR, E-I)**

**EC-2007 (IV): Reso-03**

**Endorsement of the Recommendations of the Majlis-i-Talimi (Academic Council) vide its meeting held on 14.09.2007**

**Endorsement of the recommendations of the Majlis-i-Talimi (Academic Council) (AC-III/2007) held on 14.09.2007.**

The following recommendations of the Majlis (Academic Council) vide its meeting (AC-III/2007) held on 14.09.2009 were endorsed by the Majlis (EC):

**Study Leave**

3.1 Approved an extension in study leave in respect of Mr. Shakeel Ahmad, Research Assistant, D/o Sociology, JMI for another period of one year w.e.f.



1.8.2007 to 31.7.2008 in continuation of his ongoing study leave (w.e.f. 1.8.2005 to 31.7.2005), to complete his Ph.D. work on the topic "Social Conflict & Process of Resolution: An Ethnography Study of Darul Qaza South Delhi".

- 3.2 Approved the study leave in respect of Mr. Eqbal Husain, Lecturer (Sr. Scale), F/o Law, JMI for a period of one year w.e.f. 1.8.2007 to 31.7.2008 to complete his Ph.D. work on the topic "Consumer Protection in India: With Special Reference to Housing & Electricity".
- 3.3 Approved an extension in study leave in respect of Mr. Sajjad Ahmad Lone, D/o Electronics & Comm. Engineering, F/o Engineering & Technology, JMI for another period of one year w.e.f. 27.7.2007 to 26.7.2008 in continuation of his ongoing study leave to complete his Ph.D. work.

### **Sabbatical Leave**

- 3.4 Approved Sabbatical Leave to Prof. Rashmi Doraiswamy, MMAJ Academy of Third World Studies, JMI for a period of one year w.e.f. 16.7.2007 to 15.7.2008 to update the work on her ongoing project entitled "Changing Narrative Strategies of Hindi commercial Cinema".

### **3.5 Approval of the Proposal for institution of a Sajjad Zaheer Chair in Jamia Millia Islamia** [AC-2007 (III): Reso-6]

The Majlis (AC) considered and approved the request received from Mr. Ali Javed, Dy. General Secretary, Progressive Writers' Association, for institution of Sajjad Zaheer Chair in Jamia Millia Islamia on the occasion of his 100<sup>th</sup> birth anniversary (**Annexure-I**).

**(Action: AR, E-I)**

### **3.6 Approval of the Proposal for institution of a Qurratulain Haider Chair in Jamia Millia Islamia** [AC-2007 (III): Reso-7]

The Majlis (AC) considered and resolved to approve the proposal for institution of "Qurratulain Hyder Chair" in Jamia Millia Islamia, which would be a permanent rolling over chair. The Majlis (AC) authorized the Vice-Chancellor for utilizing this chair in any Centre/Departments of Jamia.

Further, the Majlis (AC) resolved the naming of the main Gate leading to the Sports Complex as "**Bab-i Qurratulain Hyder**" and also introduction of "Qurratulain Haider Memorial Lecture".

**(Action: FO/DR, Admn./AR, E-I)**

**3.7 Approval of the Proposal for naming of the newly built Conference Hall in the Administrative Block [AC-2007 (III): Reso-8]**

The Majlis (AC) considered and approved the proposal for naming of the Conference Hall in the Administrative Block after the name of the great Urdu Poet, Mir Taqi Mir as “**Dayar-i Mir Taqi Mir**”. Further the Majlis (AC) also approved the naming of two seminar rooms located in the same building as “**Mir Anis Room**” and “**Tagore Room**”.

*(Action: DR, Admn.)*

**3.8 Approval of the Ordinance concerning the Child Guidance Centre [AC-2007 (III): Reso-13]**

The Majlis (AC) considered and approved the the draft Ordinance as formulated by the University’s Legal Advisor for regulating the Child Guidance Centre, established in Jamia in terms of Section 5 read with Section 6(i), (iv), (xi), (xiv), (xxiv), and Section 25(1)(k) of the Jamia Millia Islamia Act, 1988 (**Annexure- II**).

*(Action: AR, L/O)*

**3.9 Decision on the Proposal for preparing a Hologram to be affixed on the degree/diplomas for Convocation [AC-2007 (III): Reso-20]**

The Majlis (AC) considered and approved the proposal of the Examination Branch for preparing a seal of Jamia Millia Islamia in the form of hologram to be affixed on the degree/diplomas in replacement of the existing seal of Jamia Millia Islamia.

*(Action: Controller of Examinations)*

**3.10 Approval of the Proposal for naming the newly built Main Gate of the Faculty of Engineering & Technology [AC-2007 (III): Reso-21]**

The Majlis (AC) considered and approved the proposal of Prof. N.U. Khan, Ex-Dean, Faculty of Engineering & Technology for naming the newly built main gate of the F/o Engineering & Technology as “**Bab-i Fazlur Rahman**” as a tribute to Dr. Fazlur Rahman Khan, an internationally renowned Structural Engineer of the 20<sup>th</sup> Century.

*(Action: Dean, F/o Engg./DR, Admn.)*

**3.11 Approval of the Proposal to amend (add/modify) certain provisions of the Ordinance-32 concerning convocation in Jamia. [AC-2007 (III): Reso-25]**

The Majlis (AC) considered and approved the proposed amendment in Ordinance 32, dealing with the modes of organizing Annual/Special Convocations in the university, along with the consequential changes to be made in the existing Ordinance (**Annexure-III**).

*(Action: AR, L/O)*

**3.12 Implementation of UGC's scheme for award of fellowship to M.Phil. and Ph.D. Scholars who have not availed any other fellowship. [AC-2007 (III): Reso-26(1)]**

The Vice-Chancellor (Chairman) informed that UGC has released the grant required for implementation of its Scheme for award of fellowship to M. Phil. and Ph.D. Scholars of the University. The Majlis (AC) then adopted the content of the UGC's DO letter No. 15-33/2006(CU) dated 01 February 2007 for implementation of fellowship scheme w.e.f April 2007 subject to the conditions/modalities to be formulated by the University, ensuring proper scrutiny of the claims of Fellowship and mode of payments.

**(Action: DSW)**

**EC-2007 (IV): Reso-04**

**Decision on the admissibility of retirement benefits in respect of Mr. Mohd Rafique, erstwhile Farrash, F/o Humanities & Languages.**

The Majlis (Executive Council) considered the case of Mr. Mohd Rafique, erstwhile Farrash in the Faculty of Humanities and Languages, who was compulsorily retired as a measure of penalty from the service of Jamia Millia Islamia, regarding the admissibility of retirement benefits.

The Majlis (EC) considered the provisions as contained in the CCS (Pension Rules) 40, as adopted by the Jamia Millia Islamia and approved full compensation pension and gratuity on the date of his compulsory retirement.

The Majlis (EC) directed that the dues on account of HBA and others shall be recovered from Mr. Mohammed Rafique.

**(Action: AR, E-II)**

**EC-2007 (IV): Reso-05**

**Approval of the recommendations of the two-men Committee to enhance remuneration of the employees working on consolidated salary/contract basis.**

The Majlis (Executive Council) considered and approved the recommendations of the Committee constituted by the Vice Chancellor (**Annexure -IV**), and approved with minor modifications in Clause © to be read as under:

*“Suitable enhancement may be considered from time to time as per the revision of wages notified by the Delhi Government Labour Department.”*

**(Action: AR, E-II)**

**EC-2007 (IV): Reso-6**

**Decision on the representation of Mr. Raju, Safai Karamchari, Faculty of Engineering and Technology against the removal from the services of Jamia Millia Islamia.**

The Majlis (Executive Council) considered the representation dated 10/09/2007 submitted by Mr. Raju against the decision of the Executive Council (Majlis) held on 23.08.2007.

On careful consideration on his representation and taking into consideration his service records that he was habitual absentee and owing to his causal approach in attending duties, the Majlis decided to adhere to its earlier decision vide Executive Council's meeting dated 23.8.2007.

**(Action: AR, E-II)**

**EC-2007 (IV): Reso-07**

**Decision on the recommendations of the Establishment Committee held on 22.08.2007.**

The Majlis (Executive Council) considered the recommendations of the Establishment Committee, as per **(Annexure-V)** and approved the regularization of the following group 'D' workers on the posts occupied by them presently from the date of approval of the Majlis.

- |                        |                      |
|------------------------|----------------------|
| 1. Mr. Ravi Karan      | Peon                 |
| 2. Mr. Tasleem Khan    | Peon                 |
| 3. Mr. Zulfiqar Khan   | Helper (Guest House) |
| 4. Mr. Arif Usman Khan | Library Attendant    |

**(Action: AR, E-II)**

**EC-2007 (IV): Reso-08**

**Decision on the creation of the Department of Biotechnology under the Faculty of Natural Sciences along with the amendment to be made in clause 3 of Statute 20 of JMI Act**

The Majlis (EC) considered and approved the creation of a new **"Department of Biotechnology"** under Faculty of Natural Sciences along with amendment to be made in Clause 3 of the Statute 20 of Jamia Millia Islamia Act, 1988 **(Annexure-VI)**.

**(Action: Dean, F/o Nat. Sc./DR, Admn./AR L/O/AR, E-II)**

**EC-2007 (IV): Reso-09**

**Decision on the appointment of Dr. Ajay K. Mehra as Professor on the Ford Foundation in Endowed Chair in Dalit Studies attached with Dr. K.R. N. Centre for Dalit and Minorities Studies for a period of one calendar year w.e.f. 1.1.2008 to 31.12.2008 on a basic pay to be fixed according to the prevailing rules in the pay scale of Rs.16400-22400.**

The Majlis (EC) deliberated/considered the proposal of Prof. Mujtaba Khan, Director, Dr. K.R.N. Centre for Dalit and Minorities Studies, JMI for appointment of Dr. Ajay K. Mehra as Professor on the Ford Foundation in Endowed Chair in Dalit Studies attached with Dr. K.R.N. Centre for Dalit and Minorities Studies for a period of one calendar year w.e.f. 1.1.2008 to 31.12.2008 and approved the same on a basic pay to be fixed according to the existing rules in the pay scale of Rs.16,400-22,400.

***(Action: AR,E-I)***

**EC-2007 (IV): Reso-10**

**Decision on the attachment of the Academy for Professional Development of Urdu Teachers with the Faculty of Education for the purpose of Selection process.**

The Majlis (EC) considered the proposal of the Director, Academy for Professional Development of Urdu Teachers, JMI to attach the said Academy with the Faculty of Education, JMI for the purpose of selection process and approved the same.

***(Action: AR,E-I)***

**EC-2007 (IV): Reso-11**

**Decision on the revision of the qualifications for the post of Section Officer and Office Assistant in Jamia Millia Islamia.**

The Majlis (Executive Council) considered the recommendations of the Committee constituted by the Vice-Chancellor to review the existing qualifications for the post of Section Officer and Office Assistant in Jamia Millia Islamia and approved the same as under:

**A. Approved Qualifications for Section Officer**

1. Bachelor's degree from a recognized University.
2. 5 years experience in a post of Assistant or equivalent or 10 years experience in the post of Sr. clerk or equivalent in a reputed organization (Govt./ Private).
3. Proficiency in Noting and Drafting.
4. Knowledge of Computer especially M.S. Office.

## **B. Approved Qualifications for Office Assistant**

1. Bachelor's degree from a recognized university.
2. 5 years experience in a post of UDC or equivalent or 10 years as LDC or equivalent in a reputed organization (Govt./ Private)
3. Proficiency in Noting and Drafting.
4. Knowledge of Computer especially M.S. Office.

Note: The University will conduct a written examination & interview to assess the suitability of the candidates for the above posts. The written test will have the following major components amongst others:

- a) Essay writing
- b) Drafting
- c) English Grammar
- d) General Office Procedure
- e) Service Rules, etc.
- f) Computer application.

- *Weightage of interview marks shall not be more than 15% of total marks.*
- *Knowledge of Urdu and Hindi shall be desirable qualification for all the Teaching and Non-teaching posts in Jamia Millia Islamia.*

*(Action: AR,E-I/AR,L/O)*

### **EC-2007 (IV): Reso-12**

#### **Approval of a policy decision on the requests being received from religious organizations for booking of Auditorium in Jamia Millia Islamia to organize programmes.**

The Majlis (EC) considered the issue with regard to the booking of Ansari Auditorium/other Auditoriums and Conference Halls in Jamia Millia Islamia to religious organizations and resolved that the University would not permit its Auditoriums/Conference Halls to be used for the purpose of conducting religious programmes by such organizations.

*(Action: DR (Admn.)*

### **EC-2007 (IV): Reso-13**

#### **Decision on the Qualifications for the post of Reader in Architecture (Structural Engineering), Faculty of Architecture & Ekistics.**

The Majlis (EC), in compliance of the Academic Council's Resolution 3 dated 14.9.2007, and on the recommendations of the Board of Studies, Deptt. of Architecture (Faculty of Architecture and Ekistics), approved the

following qualifications for the post of Reader in Architecture (Structural Engg.):

“Ph.D. degree with the first Class Bachelor’s Degree in (Civil Engineering) and Master’s Degree in (Civil Structures) with three years experience in Teaching/Industry.

Or

First Class Bachelor’s Degree in (Civil Engineering) and Master’s Degree (Civil Structure). Professional work which is significant and can be recognized as equivalent to Ph.D. degree and Five Years experience of Structural Engineering.

**Desirable:**

“Three-years experience in Teaching Structural Engineering in B.Arch. Program”.

**(Action: AR,E-I)**

**EC-2007 (IV): Reso-14**

**Decision on the constitution of a Committee to prescribe/lay down job profiles in respect of non-teaching staff members.**

The Majlis (EC) considered the proposal for prescribing/laying down the duties and responsibilities for all administrative/non-teaching staff from Group ‘A’ to ‘D’ and constituted a Committee consisting of the following members for this purpose:

1. Prof. S. K. Wasan (Deptt. of Mathematics)
2. Prof. S. M. Sajid (Academic Staff College)
3. Prof. Zubair Meenai (Dean, Students' Welfare)

**(Action: AR, E-II)**

**EC-2007 (IV): Reso-15**

**Decision on the findings of the inquiry conducted against Mr. Sabir Ali Ansari, Instructor, Department of Fine Arts & Art Education, JMI.**

The Majlis (EC) considered the findings of the inquiry report as submitted by Mr. R. C. Nangia, (a retired Joint Registrar, Delhi High Court) and resolved that a stern warning shall be issued to Mr. Sabir Ali for his act of misconduct.

**(Action: AR,E-II)**

**EC-2007 (IV): Reso-16**

**Decision on the case of Mr. Mirza Zafar Beg, Assistant Administrative Officer/Section Officer (retired) for condoning breaks for the purpose of pensionary benefits.**

The Majlis (EC) considered the case of Mr. Mirza Zafar Beg retired Assistant Administrative Officer/ Section Officer, for condoning the breaks in his service in Jamia for the purpose of becoming eligible for pension. Since this case has already been examined in consultation with the Internal Audit Wing of the University, the Executive Council did not approve the condonation requested by the retired employee.

**(Action: AR,E-II)**

**EC-2007 (IV): Reso-17**

**Decision on the representation submitted by Mr. Ramesh Chandra, Safai Karamchari against the proposed penalty of Compulsory Retirement.**

The representation dt. 03.09.2007 submitted by Mr. Ramesh Chandra was duly considered by the Majlis (EC) in the light of his written confession of theft dt. 04.08.2007. After due consideration, the Majlis (EC) resolved to retain the penalty of 'Compulsory Retirement' on Mr. Ramesh Chandra, Safai Karamchari as he is not a fit person to remain on the employment rolls of the University.

**(Action: AR,E-II)**

**EC-2007 (IV): Reso-18**

**Recommendations of the Finance Committee held on 29.11.2007.**

The Majlis (EC) considered and approved the recommendations of the Finance Committee vide its meeting held on 29.11.2007. *The Resolution item No. 2 of the aforesaid Finance Committee which has already been approved in the previous meeting of the EC dated 23.8.2007, shall not be read with these minutes. Besides, Resolution Item No.6 of the Finance Committee, which has been marked for Academic Council, would not be treated as approved by the Majlis (EC), till it comes through the Academic Council.*

**(Action: F.O.)**



**EC-2007 (IV): Reso-19**

**Decision on the report of Enquiry Committee appointed by the Vice-Chancellor regarding allegations leveled by Dr. Azra Abidi, Lecturer in Sociology against the appointment of Dr. Manisha Tripathy Pandey appointed as Reader in Sociology.**

The Majlis (EC) carefully considered the report of the committee constituted by the Vice-Chancellor along with the notes of the Office of the Registrar. After due consideration, the Majlis (EC) resolved that the matter may be brought before the Majlis (EC) in its next meeting along with the observations/comments/advice of the University's Legal Advisor.

It was further resolved that the services of Dr. Manisha Tripathi Pandey as Reader shall not be confirmed until the decision of the Majlis (EC).

***(Action: AR,E-I)***

**Any other item with the permission of the Chair.**

**EC-2007 (IV): Reso-20**

**Decision on the report of the Committee constituted by the Vice-Chancellor for examining various issues relating to seniority/dates of eligibility in respect of university teachers.**

The Majlis (EC) was informed that various committees for the above-mentioned purposes were constituted in the past from time to time. Some contradictions in the recommendations of these committees were noticed. The Majlis (EC), therefore, resolved to constitute another Committee, consisting of the following members for submitting its recommendations in the light of the various recommendations as submitted by the earlier committees:

1. Dr. Najma Akhtar, member of EC
2. Mr. Avais Ahmad, Registrar, JNU

***(Action: AR,E-I)***

The meeting ended at 4.30 p.m. with a vote of thanks to the Chair.

(S. M. AFZAL)  
Secretary/Registrar