

DOCTOR HARISINGH GOUR VISHWAVIDYALAYA
(A Central University)



Minutes of 19th meeting of the Academic Program Committee

- Date: 16-05-2016
- Time: 03:00 PM
- Venue: Gour Bhavan,
Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.).

Members Present:

1. Prof. R. P. Tiwari,	Hon'ble Vice Chancellor & Chairman, APC
2. Prof. M. S. Tiwari	DoFA
3. Prof. R. K. Agrawal	Dean, EAT
4. Prof. A. K. Banerjee	Dean SCT
5. Prof. Diwakar Sharma	Dean, HSS
6. Prof. P. P. Singh	Dean, SAL & DOSA
7. Prof. A. P. Tripathi	Dean, SOL
8. Prof. A. N. Sharma	Dean, SAS
9. Dr. Smt. Pratibha Pandey	Dean SES
10. Prof. J. K. Mishra	Dean, AIS
11. Prof. G. L. Puntambaker	Dean, SCM
12. Prof. J. D. Ahi	Dean, SBS
13. Prof. R. A. Singh	Dean, MPS & DOAA, Convener
Shri Sanjeev Kr. Jainth	Asstt. Registrar & Secretary, APC

Members Regretted:

1. Prof. S. P. Vyas,	Senior Most Professor of the University
2. Dr. Subodh Jain	DCDC, Special invitee

The Chairman welcomed all members.

APC:19:1(1): Confirmation of minutes of 18th (Regular) and 11th (Emergent) meeting of the Academic Program Committee.

The minutes of 18th (Regular) and 11th (Emergent) meeting of APC are placed before the APC for confirmation.

Resolution: The Academic Program Committee confirmed its minutes of 18th (Regular) and 11th (Emergent) meetings.

APC:19: 3 (1): List of students registered for Ph.D. program in the session 2015-16.

A handwritten signature in black ink, appearing to be 'S. K. Singh', is written over the page number.

List of 122 students registered in Ph.D. programs in the session 2015-16 in various departments is placed before the APC for ratification.

Resolution: The APC resolved to ratify the list of 122 students registered in Ph.D. programs in various departments in the session 2015-16 through entrance test.

APC:19: 3 (2): To ratify list of Observers and Centre Superintendant for the University Entrance Test – 2016

The lists of Observers and Centre Superintendants for the University Entrance Test – 2016 are placed before the APC for ratification. The list of Observers has been approved by the Hon'ble Vice Chancellor.

Resolution: The APC after detailed deliberation resolved to approve the lists of Centre Superintendants for the University Entrance Test – 2016 with certain amendments in the Observers list. It desired that only faculty and group 'A' officers of the University may be appointed as Observers in view of the responsibilities attached with the Observer. Suitable mechanism shall be evolved by the Admission Cell ensuring participation of all faculty and officers. The consent letter shall be issued by the Admission Cell.

APC:19: 3 (3): Notifications of Board of Studies and School Boards

As per provisions contained in Ordinance No.8, Board of Studies for all the Departments have been notified, except for the Department of Fine Arts & Performing Arts, Music and Communication & Journalism.

Also the School Boards for all the Schools have been notified in accordance with provisions contained in Ordinance No.29, except for the School of Arts & Information Sciences.

The matter is placed before the APC for ratification.

Resolution: The APC noted and ratified the constitution of Board of Studies and School Boards and desired to constitute the remaining Board of Studies and School Board at the earliest.

APC:19: 4 (1): NIL

APC:19: 5 (1): Issue of affiliation of Colleges which were affiliated to this University as on 15-01-2009 i.e. the date on which it became Central University

The Executive Council in its emergent meeting held on 13-01-2016 resolved as under:

"The Executive Council deliberated upon the matter and unanimously resolved that as an interim measure, the University may conduct

examination for First Year for all programmes offered by the Colleges which were affiliated to this University as on 15-01-2009 and have not been affiliated with Maharaja Chhatrasal Vishwavidyalaya, Chhatarpur and with Rani Durgawati Vishwavidyalaya, Jabalpur, subject to completion of all other formalities like payment of continuation fees, etc. However, the final decision on this issue shall be taken after the receipt of further advisory from the Ministry of Human Resource Development, Govt. of India, New Delhi".

Colleges (37) for which examination for the first year students was conducted, approached the University for admission in the first year programme for the session 2016-17, in the light of the decision of Hon'ble High Court at Jabalpur. However, the Govt. of Madhya Pradesh has filled an SLP in the Hon'ble Supreme Court of India. It is pertinent to mention here that certain colleges approached the State Govt. for granting permission to introduce new programmes. In response, the Govt. of MP had informed these colleges, since you are affiliated with Dr. Harisingh Gour Vishwavidyalaya, therefore, the question of granting permission for introducing new programmes can not be entertained.

Legal opinion was sought from the legal counsellor of the University, whether these 37 Colleges (which were affiliated with the University as on 15-01-2009) can be granted continuing temporary affiliation by the Vishwavidyalaya in the light of SLP filled by the State Government in the Hon'ble Supreme Court of India and also whether admission in the first year of all the programme offered by these Colleges undertaken by the Vishwavidyalaya and the opinion rendered by the legal counsellor is in favour of admission in the first year programme.

The matter is placed before the APC for consideration.

Resolution: The APC deliberated on the agenda item in light of the above and resolved as under:

1. That admission process for colleges (37) which are affiliated with the University shall be carried out by a Nodal Centre to be supervised by the DCDC.
2. DCDC will fix the admission schedule.
3. Admission shall be carried out on-line and only for the existing programs run by these colleges.
4. Noble College, Sagar shall function as Nodal Centre.
5. There will be no change in the number of seats.

APC:19: 5 (2): Up-gradation of Department of Education as School of Education

The Ministry of HRD, Govt. of India vide their letter No.3-27/2015-PN.II dated 30-12-2015 has sanctioned setting up of School of Education under the scheme Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNTT) and released Rs.8.76 Crores to run two Centres namely Centre for Pre-service Teacher Education and

Centre for Professional Development of Teacher Educators. Thereby the name of Department of Education will be named as School of Education.

The matter is placed before the APC for consideration/Approval.

Resolution: The APC noted the sanction of School of Education under the scheme Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNTT) by the Ministry of HRD and resolved to upgrade the Department of Education to School of Education.

It also resolved to re-organize the departments among the Schools for which it authorized the Vice Chancellor to constitute a Committee.

APC:19:5(3): Matter relating to applicability of summer vacations to the faculties

Faculty Affairs Section has moved a proposal to grant summer vacations to faculties from 16-05-2016 to 30-06-2016. Although there is provision of 6 week vacation in the UGC Regulations, 2010, but there is no mention about the summer vacation in the Academic Calendar for the session 2015-16.

The matter is placed before the APC for consideration.

Resolution: The APC after deliberation and careful perusal of University Academic Calendar 2015-16 and the extant provisions of the UGC, decided that vacation notification be issued by the DoFA office likewise last year. Provision for vacation in accordance with the UGC Regulations should be made in the Academic Calendar for the Academic Session 2016-17.

APC:19: 5(4): Adherence of mandatory requirement of attendance by the students

The matter is placed before the APC for consideration.

Resolution: This agenda item was not approved by the Chairperson as such this agenda item was withdrawn.

APC:19: 5(5): Grade-Sheet and Provisional Certificate of outgoing students by post

Presently, Grade-Sheets of all semester students are sent to the Departments / Schools for distribution to the concerned students. In this arrangement difficulties are been faced by the outgoing students who will have to exclusively visit the University for collection of Grade-sheet and separately have to apply for Provisional Certificate. It consumes their lot of time, efforts and money in travelling.

It is a common trend in the Universities/Institutions to dispatch Grade-Sheet and Provisional Certificate of outgoing students at their addresses for which students pay prescribed fee at the time of registration of last semester. In case of acceptance, it will facilitate the students as well as

reduce the office burden.

The matter is placed before the APC for consideration/approval.

Resolution: The APC resolved to approve the proposal in principle. DoAA Section may work out modalities for its implementation and place it in the future meeting of the APC.

APC:19: 5(6): To consider mentoring system in each Department

In order to guide students in their academic progress, it is proposed to introduce the mentoring system in all the academic Departments. In this scheme all the students can be equally distributed to all the faculties in a department for the purpose of mentoring them.

The matter is placed before the APC for consideration.

Resolution: On the issue, DoAA apprised the APC that faculty advisor system is already in place in the University. He proposed that students may be distributed equally with consensus of all faculty members for the purpose of mentoring purpose. One of the members proposed that a change of faculty advisor may be permissible after one semester with due approval of the HoD and faculty members. However, there will be no change thereafter till completion of the program. The APC approved the said proposals.

APC:19: 5(7): Matter relating to establishment of Students' Facilitation Centre

At present there is no Students' Facilitation Centre in the University. It is proposed to establish the Students' Facilitation Centre and the matter is placed before the APC for consideration.

Resolution: The APC approved establishment of Student's Facilitation Centre which will function under the Dean of Students Affairs and earmarked one shutter shop near ramp in the Administrative building. This shop shall be converted as facilitation counter for students.

APC:19: 5(8): Time frame for submission of research proposal by Research Scholar

After admission in the Ph.D. programme, as of now, there is no prescribed time limit to submit the research proposals by the Research Scholars.

The matter is placed before the APC for deciding the time frame to submit the research proposal.

Resolution: The APC discussed the extant provisions and resolved that Research Scholars shall submit their research proposals within six months after completion of the course work. After acceptance of the research

proposal by the competent bodies, Research Scholar will submit four copies of the research proposal to the DoAA office for records.

APC:19: 5(9): Time frame to retain answer sheets in the Departments

At present there is no time limit prescribed for retaining the answer books. Large number of answer books are lying in each department occupying considerable space.

The matter is placed before the APC to decide the time limit of keeping answer books in the departments.

Resolution: Retention of answer books for one year was already approved by the APC in its 2nd meeting held on 19-08-2011. The APC resolved that for disposal of answer books, the Controller of Examinations will arrange the collection of answer books from the Departments on a regular and yearly basis (in the month of August).

APC:19: 5(10): To consider study leave to Dr. Rajesh Kr. Gautam, Assistant Professor, Department of Anthropology and Dr. Sushil Kashaw, Assistant Professor, Department of Pharmaceutical Sciences, who have been awarded Dr. C V Raman Fellowship by the UGC

Dr. Rajesh Kr. Gautam, Assistant Professor, Department of Anthropology and Dr. Sushil Kashaw, Assistant Professor, Department of Pharmaceutical Sciences have been awarded Dr. C V Raman Fellowship by the UGC and they have applied for study leave.

The matter is placed before the APC for consideration.

Resolution: The APC congratulated both the faculty members and resolved to approve the leaves as per the sanction letters of the UGC as follows:

1. Twelve months study leave to Dr. Rajesh Kr. Gautam, Assistant Professor, Department of Anthropology for Post Doctoral Research in USA under Raman Fellowship of UGC.
2. Nine months study leave to Dr. Sushil Kashaw, Assistant Professor, Department of Pharmaceutical Sciences for Post Doctoral Research in USA under Raman Fellowship of UGC.

APC:19: 5(11): Matters relating to MoUs signed by the University

The University has entered several MoUs. However, DoAA office is not aware about any development/progress of these MoUs. The matter is placed before the APC for consideration.

Resolution: The APC resolved that department concerned signing MoU should provide a signed copy of MoU to the DoAA office and keep periodically apprising of developments/progress to the DoAA office.

APC:19: 5(12): The MoU with Indian Institute of Tropical Meteorology (IITM), Pune for setting up "Centre for Climate Change Adaption and Mitigation" (C-CCAM) in the University

The Executive Council in its emergent meeting held on 13-01-2016 under item No.EC-ITEM No.(I) (i)) approved setting up of "Centre for Climate Change Adaption and Mitigation" (C-CCAM) in the University and stated that the proposed Centre should be set up through MoU wherein role of each participating institute should be defined along with their liabilities. The University may provide a suitable piece of land for setting up the Centre and site preparation may also be done by the University.

The IITM, Pune has now sent a draft MoU detailing role of each participating institutions including liabilities. The draft MoU is placed before the APC for consideration.

Resolution: The APC deliberated on the terms and conditions of draft MoU prepared by the IITM, Pune and resolved to approve the same with certain modifications in the opening paras. The MoU may be signed incorporating the modifications.

APC:19: 5(13): To consider two different agreements proposed by Dr. Vandana Vinayak, Assistant Professor, Department of Criminology and Forensic Science, School of Applied Sciences

Dr. Vandana Vinayak, Assistant Professor, Department of Criminology and Forensic Science has requested to consider two different agreements as follows:

First proposal relates to inter-institutional agreement for exchange of students and/or staff (2 outgoing mobilities of 7 days = 14 days in total) in frame of European ERASMUS+ Programme wherein Vice President of International Affairs Ms. Eliane ELMALEH of Universite Du Maine, Le Mans Cedex, France has already signed the agreement. This agreement requires signature of Head of our University and is possible by electronic signature and sending via email as suggested by ERASMUS. The terms and conditions of this agreement have already been finalized by ERASMUS (UGC approved programme) and registration formalities with due approval of our University have been completed and PIC No.919637504 has been assigned to our University by ERASMUS. There will be no financial liability on the part of our University as it is a European Union funded programme.

Second agreement is regarding MoU between Universite Du Maine, Le Mans Cedex, France and our University for research and training as well as faculty/student exchange programme in different issues of science and technology.

The terms and conditions of the above agreements have been recommended by the Chairman, CIHEC and are placed before the APC for consideration.

Resolution: The APC considered the matter and resolved to refer the case to concerned Dean for his observations and authorized the Vice Chancellor to take appropriate decision.

APC:19: 5(14): Matter relating to Sample analysis charges to be carried out at Sophisticated Instrumentation Centre

The APC in its 9th emergent meeting held on 14-01-2016 constituted a Committee to study the proposal and to submit the recommendations.

The Committee has submitted its recommendations, which is placed before the APC for consideration.

Resolution: The APC resolved to approve the Sample analysis charges to be carried out at Sophisticated Instrumentation Centre, as recommended by the Committee. However, PG students of the University shall be exempted from any payment provided that their request for exemption is recommended by the concerned HoD.

APC:19: 5(15): To consider guidelines for Counselling for Admission

The guidelines for Counselling for admission are placed before the APC for consideration.

Resolution: The APC resolved to approve the guidelines for Counselling for Admission.

APC:19: 5(16): To consider freezing of dates of Entrance Test activities.

To freeze the dates of Entrance Test activities for smooth conduction of entrance test:

- | | |
|--|--|
| 1. Appointment of Coordinator Admission Cell | 15th September |
| 2. Formation of Admission Cell Committee by the Coordinator, Admission Cell. | 20th September |
| 3. Release of Advertisement | 1st February |
| 4. Start date for receipt of online applications | 1st February |
| 5. Last date of receipt of online applications | 28th February |
| 6. Finalization of Examination Centres | 30th March |
| 7. Issue of Admit Cards | 20th April |
| 8. Date of Entrance Test | 1st Saturday and Sunday of 1st week of May |
| 9. Date of Declaration of Result | 10th June |
| 10. Schedule of Counselling | 15-25 June |
| 11. Last date of online Registration of new students | 15-28 June |
| 12. Orientation programme for new students | 30th June |

Resolution: The APC resolved to freeze the dates of Entrance Test activities for the smooth conduct of entrance test.



APC:19: 5(17): To review the signature mechanism on the Grade-Sheets.

Presently grade-sheets are signed by the dealing clerk, Assistant Registrar, Head/Dean and facsimile signature of Controller of Examinations. Being it administrative, it is proposed that dealing clerk may sign on overleaf and there may be signature either of Assistant Registrar (Exams) or the facsimile signature of Controller of Examination. Also to withdraw the signature of Head/Dean.

The matter is placed before the APC for consideration.

Resolution: The APC resolved that Assistant Registrar (Exams)/Deputy Registrar (Exams)/Joint Registrar (Exams)/Controller of Examinations will sign the Grade-Sheet after verification.

APC:19: 5(18): Counselling Schedule for the Academic Session 2016-17

The Admission Brochure for the Academic Session 2016-17 already approved by the APC includes Counselling on 6th July, 2016, which is a holiday on account of Eid-UI-Fitr and Bank holiday and 09-07-2016 again a Bank holiday (2nd Saturday).

Both the days counselling is not possible. As such the new counselling schedule is proposed as follows:

Date of PG First Counseling	8 July 2016
Date of UG First Counseling	11, 12 & 13 July 2016
Date of PG Second Counseling, subject to availability of seats	14 July 2016
Date of UG Second Counseling, subject to availability of seats	18 July 2016
Date of PG Third Counseling, subject to availability of seats	20 July 2016
Date of UG Third Counseling, subject to availability of seats	25 July 2016

The matter is placed before the APC for consideration.

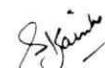
Resolution: The APC approved the above revised counselling schedule.

APC:19: 5(19): Formation of Orientation Committee for newly admitted students

Presently, the Orientation Programme for newly admitted students is organized by the Admission Cell. Since, it is post admission activity and therefore this may be entrusted to the DoSA office.

Matter is placed before the APC for consideration.

Resolution: The APC approved the formation of Orientation Committee for newly admitted students under the Chairmanship of DoSA. DoSA will constitute a Committee for this purpose.



APC:19: 5(20): To consider Academic Calendar 2016-17 of the University

The Academic Calendar 2016-17 of the University and is placed before the APC for consideration.

Resolution: The APC deliberated on the agenda item and resolved to authorize the Vice Chancellor to constitute a Committee for the purpose.

APC:19: 5(21): To consider syllabus of B.Sc. V & VI semester (Forensic Science) for affiliated College

B.T. Institute of Excellence, an affiliated college of the University has submitted syllabus for B.Sc. V & VI semester (Forensic Science) offered by the College for approval. The syllabus has been recommended for approval by the HoD Criminology and Forensic Science.

The matter is placed before the APC for consideration.

Resolution: The APC resolved that same method be applied as has been done in the case of I semester to IV semester and referred the matter to the Controller of Examinations for further necessary action.

APC:19:5(22): Consideration on number of courses (paper) in each subject in UG programmes (especially B.A., B.Com. & B.Sc.)

The UGC template for UG programmes has only one paper in each Subject/discipline. Some departments especially Applied Geology and Chemistry want to follow the practice of two theory papers in UG programmes.

The matter is placed before the APC for consideration.

Resolution: The APC resolved that UGC template be implemented *in-toto*.

APC:19:5(23): To consider UGC DO Letter No.F.14-7/2015(CPP-II) dated 02nd May 2016 regarding inclusion of Organ Donation and Transplantation in Academic Curriculum

The UGC vide aforesaid letter has requested the University to include the Organ Donation and Transplantation in the Academic Curriculum.

The matter is placed before the APC for consideration.

The APC after deliberation approved inclusion of the Organ Donation and Transplantation course in Foundation Course in future.



APC:19:5(24): Cancellation of registration of under mentioned Research Scholars of the Department of Hindi, Anthropology and Pharmaceutical Sciences:

Sl. No.	Name of Research Scholar	Department And Session	Reason
1	Mr. Mahendra Prasad Jatav	Pharmaceutical Sciences 2014-15	Mr. Mahendra Prasad Jatav took admission in the session 2014-15 and have completed one year including course work. He has now resigned vide his letter dated 25-02-2016 duly forwarded by the Supervisor and HoD for being joined the Directorate of Health Services as Pharmacist.
2	Mr. Rajkumar Ahirwar	Hindi 2015-16	Mr. Rajkumar Ahirwar after taking admission has attended classes only for two days and have been continuously absenting un-authorizedly thereafter. Mr Ahirwar is a permanent Assistant Professor in Government Excellence College, Sagar and has not submitted the leave sanction letter and NOC from the College. HoD has recommended to cancel his admission.
3	Ms. Ankita Porwal	Anthropology 2015-16	Ms. Ankita Porwal after taking admission on 02 Jan 2016 has been absenting un-authorizedly thereafter. She has been informed regarding her unauthorized absence at her given address and through email also. No reply has been received; hence, HoD has recommended to cancel her admission.
4	Mr. Suraj Prasad Tyagi	Anthropology 2015-16	Mr. Suraj Prasad Tyagi after taking admission on 19 Jan 2016 has been absenting un-authorizedly thereafter. She has been informed regarding her unauthorized absence at her given address and through email also. No reply has been received; hence, HoD has recommended to cancel her admission.
5	Mr. Jai Anand	Criminology & Forensic Science 2015-16	This is a case of dual registration in the same session (2015-16): Mr. Jai Anand took admission in the M.Phil Sociology in Babasaheb Bhimrao Ambedkar University, Lucknow and simultaneously took admission in Ph.D. in Criminology in Dr. H. S. Gour University, Sagar (M.P.). HoD has recommended cancellation of his Ph.D. registration.

The matter is placed before the APC for approval to cancel the Ph.D.

[Signature]

admission of the above research scholars.

Resolution: The APC approved the cancellation of registration of under mentioned Research Scholars as recommended by the concerned HoD:

1. Mr. Mahendra Prasad Jatav, Department of Pharmaceutical Sciences
2. Mr. Rajkumar Ahirwar, Department of Hindi
3. Ms. Ankita Porwal, Department of Anthropology
4. Mr. Suraj Prasad Tyagi, Department of Anthropology
5. Mr. Jai Anand, Criminology & Forensic Science

Any other matter with the permission of the Chair.

1. The APC resolved to issue appreciation letter to all faculty members retired/retiring till 30-06-2016 in the Academic Session 2015-16.
2. The APC in its last meeting held on 29-03-2016 resolved that the name of Prof. A K Shandilya, Department of Applied Geology may be added in the Committee constituted for the purpose of award of Bharat Ratna to founder of the University Dr. Sir Harisingh Gour by the Government of India. In this regard free services of Advocate Dr. Sandeep Rawat R/o 9/22, Sadar, Sagar (M.P.) may also be availed by aforesaid Committee, as offered by him.

S. K. Singh
13/6/2016
AR & Secretary, APC