

Minutes of the 24th Meeting of the Board of Management

Held at 10:00 AM on 24 July 2018
Terrace Pergola, India International Centre
Max Mueller Marg, New Delhi 110 003



Dr. B.R. Ambedkar University Delhi
Kashmere Gate | Karampura | Lodhi Road



Dr. B.R. Ambedkar University Delhi

Minutes of the 24th Meeting of the Board of Management held at 10:00 AM on 24 July 2018 in Terrace Pergola at the India International Centre, New Delhi

Present

- | | | |
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| 1. | Professor Shyam B. Menon
Vice Chancellor | Chairperson |
| 2. | Professor N.R. Madhava Menon
Nominee of the Government of NCT of Delhi | Member |
| 3. | Professor S. Parasuraman
Nominee of the Government of NCT of Delhi | Member |
| 4. | Dr Kiran Datar
Nominee of the Government of NCT of Delhi | Member |
| 5. | Professor Jatin Bhatt
Pro Vice Chancellor 1 and Nominee of the Chancellor | Member |
| 6. | Professor Salil Misra
Pro Vice Chancellor 2 and Nominee of the Chancellor | Member |
| 7. | Professor Honey Oberoi Vahali, School of Human Studies
Nominee of the Chancellor | Member |
| 8. | Professor Asmita Kabra
Dean, School of Human Ecology and Registrar (Offg.) | Secretary |

Special Invitees

9. Professor Praveen Singh
Dean Planning
10. Professor Kartik Dave
Controller of Finance (Addl. charge)
11. Professor Sanjay Kumar Sharma
Dean Student Services
12. Dr Arindam Banerjee
Dean (Offg.) Academic Services
13. Dr Oinam Hemlata Devi
Assistant Professor, School of Human Ecology

Ms Renu Sharma, Principal Secretary (Finance) and Shri H. Rajesh Prasad, Secretary (Higher Education), Govt. of NCT of Delhi regretted their inability to attend the meeting. Shri B. Mallesha, Assistant Registrar (Vice Chancellor's Office & Governance) assisted the Board of Management (BoM) in its deliberations.

At the outset, the Vice Chancellor extended a warm welcome to all the Members of the Board and the Special Invitees.

The Board's resolutions were as follows:

1. Confirmation of the Minutes of the 23rd Meeting of the Board of Management held on 02 November 2017

Resolved to confirm the Minutes of the 23rd Meeting of the Board of Management held on 02 November 2017, as circulated on 03.05.2018.

2. Action Taken Report (ATR) on the Minutes of the 23rd Meeting of the Board of Management held on 02 November 2017

Noted the Action Taken Report (ATR) on the Minutes of the 23rd Meeting of the Board of Management held on 02 November 2017, vide **Appendix-1**.

During the discussion on the ATR, the Vice Chancellor informed the Members that the three member Committee headed by Professor Salil Misra, which was constituted on 12.06.2017 to identify the concrete action points from the report of the Task Group on Multi-Campus Operations and the timeline for their implementation was yet to submit its report and the same would be placed before the Board in its next meeting as the Committee was in the process of preparation of its report.

Further, the Vice Chancellor informed the Members that the process of institutionalizing the Equal Opportunity Office (EEO) at Ambedkar University Delhi (AUD) was underway and the same would be institutionalized shortly and would be reported to the Board in its next meeting.

3. Confirmation of the resolution of the Board of Management through circulation (during December 2017 – January 2018) regarding the proposal to nominate a Jury Member against the category of "Eminent Architect" for evaluating the proposals for Comprehensive Design Consultancy Services for AUD Campus Development at Dheerpur, Delhi

Resolved to confirm the resolution of the Board of Management through circulation (during December 2017 – January 2018) on the above matter (**Appendix-2**).



4. **Confirmation of the resolution of the Board of Management (BoM) through circulation (during March 2018) regarding the constitution of a Standing Committee (Disciplinary Matters) of the BoM**

Resolved to confirm the resolution of the Board of Management (BoM) through circulation (during March 2018) regarding the constitution of a Standing Committee (Disciplinary Matters) of the BoM (**Appendix-3**).

- 5.1 **The draft Policy Guidelines for Undertaking Consultancy, Training and Practice based Activities**

The Board **resolved** to approve the draft Policy Guidelines for Undertaking Consultancy, Training and Practice based Activities as recommended by the Academic Council (AC) in its 13th Meeting held on 30.10.2017, vide **Appendix-4**.

- 6.1 **The payment of the internship fee to AUD by the MPhil Psychoanalytic Psychotherapy students of SHS; and AUD in turn transferring this amount to the agencies hosting the students for clinical internship, with prospective effect**

Resolved to approve in-principle the proposal recommended by the Academic Council in its 14th Meeting held on 05.12.2017 that MPhil Psychoanalytic Psychotherapy students will pay fees for 10 credits of clinical internship to AUD. It further approved that AUD will **in turn transfer this amount** on behalf of the students to the host organization(s). This will be with prospective effect.

- 7.1 **The draft Students' Union Constitution (SUC)**

The Board considered the draft Students' Union Constitution (SUC) which had been considered by the Academic Council thrice. The Board took note of the resolution (resolution no. 15.3) of the Academic Council in its 15th meeting held on 12.02.2018 asking the Student Services Division to finalise the SUC incorporating the following directions, inter-alia, of the AC for placing before the appropriate statutory bodies of the University for approval:

"The constitution of the Students' Union submitted by the elected Students' Council of 2016-17 be finalised incorporating the two directions stated below:

Article 11 (on 'Psychological Care') and Article 12 ('Research Institute for Reservations') be removed as these are outside the purview of the SUC and the ambit of the Student Council.

All provisions of the SUC in their current and future versions should comply with the prevailing general laws and the Constitution of the country, be in compliance with recommendations of the Lyngdoh Committee as per the order dated the 22nd of September, 2006 of the

Supreme Court of India and in conformity with all relevant and appropriate regulatory/legal/policy frameworks related to student representation applicable from time to time."

After a detailed deliberation, the Board **resolved** to give the following directions:

- i) The Dean, Student Services (SS) Division to incorporate appropriate changes in Article 9 (Budget) and 11 (Interface with the University) of the draft Students' Union Constitution (SUC) in such a manner that the Dean SS will have the oversight over all matters of the Students' Union, and all financial matters related to the Union shall have to be approved by the Dean SS.
- ii) Proposals for sponsorship/funding from external sources shall require prior permission of the Dean SS. Accordingly, the powers of the Dean SS be elaborated in the Article 9 of the Constitution and the same be suitably amended; and
- iii) The powers and responsibilities of the office of Dean SS as regards the Students' Union shall be spelt out clearly and the Article 11 be elaborated suitably.

The Board **resolved** that after incorporating the above amendments, the final version of the Students' Union Constitution (SUC) be presented to it through circulation.

In the meanwhile, with the sole purpose of timely conduct of elections as specified in the Lyngdoh Committee report, the Board **resolved** to approve those provisions of the draft Constitution that pertain to the elections with the rider that the Dean SS shall have oversight of the elections.

7.2 The Concept Note on the "Centre for Engaged Spirituality" (CES)

The members appreciated the Concept Note on the "Centre for Engaged Spirituality" (CES) and suggested that the Centre should explore the possibilities of interface with other constituents of the University as well as external institutions.

After due deliberation, the Board **resolved** to approve the Concept Note and the proposal for setting up the "Centre for Engaged Spirituality" (CES), vide **Appendix-5**.

8.1 The Concept Note on the proposed new School "School of Global Affairs"

The Board considered the Concept Note on the proposed School of Global Affairs (SGA) and took note that the directions given by the Academic Council in its 16th meeting held on 10.07.2018 as regards the concept note had been incorporated in it.

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After detailed deliberation, the Board **resolved** to approve the Concept Note and the proposal for setting up the new School "School of Global Affairs", under Statute 12A (The Schools of Studies) of the Statutes of the University, vide **Appendix-6**.

The Board also resolved that the proposed School shall be the academic home for the programmes listed in the Concept Note, and that the faculty appointed (and to be appointed) under the aforesaid programmes shall be placed in the School of Global Affairs.

Further, the Board **resolved** to approve the consequential statutory amendment in the Statute 12A of the Statutes of the University, which shall be formulated and carried out.

8.2 The Concept Note for the proposed Centre namely "Centre for Professional and Continuing Education" (C-PACE) at AUD

The Board took note that the Concept Note for the institution of the proposed new 'Centre for Professional and Continuing Education' (C-PACE) was presented at the 16th Meeting of the Academic Council (AC) held on 13.07.2018. The proposal has emanated from the deliberations in the Proto-Planning Board regarding the future expansion of the University. The proposed Centre will focus on planning and offering courses in the continuing education domain in collaboration with different Schools and Centres of AUD.

Also, took note of the directions of the Academic Council about the new Centre. After due deliberation, the Board **resolved** to approve the Concept Note and the proposal for setting up the Centre for Professional and Continuing Education (C-PACE) (**Appendix-7**).

8.3 The proposal of School of Education Studies to launch Continuing Professional Development opportunities for educators

The Board took note that the School of Education Studies (SES) presented the Concept Note on the proposed Continuing Professional Development (CPD) opportunities for Educators at the 16th Meeting of the Academic Council (AC) held on 10.07.2018 and the observations of the AC thereof.

After deliberation, the Board **resolved** to approve the concept note and the proposal of the SES to launch CPD opportunities for Educators and pilot some of the modules during 2018-19 (**Appendix-8**).

8.4 The Annual Quality Assurance Report (AQAR) of the University for the year 2016-17 as approved by the Internal Quality Assurance Cell (IQAC)

Resolved to approve the Annual Quality Assurance Report (AQAR) of the University for the year 2016-17 (**Appendix-9**) as recommended by the Academic Council in its 16th Meeting held on 13.07.2018.

- 8.5 The recommendations of the Committee constituted by the Vice Chancellor to formulate draft guidelines for promotion of Library staff under Career Advancement Scheme (CAS) and the recommendation of the Academic Council thereof**

The Board considered the recommendations of the Committee constituted by the Vice Chancellor to formulate draft guidelines for promotion of Library staff under Career Advancement Scheme (CAS) as discussed and recommended by the Academic Council (AC) in its 16th Meeting held on 13.07.2018. After deliberation, the Board **resolved** to approve the same (**Appendix-10**).

- 8.6 & 8.7 The proposals for creation of offices of Dean International Partnerships and Dean Research**

The consideration of the proposals for creation of offices of Dean International Partnerships and Dean Research was deferred.

While deferring the consideration of these proposals, the Board took note that the Academic Council in its 16th meeting held on 13.07.2018 had directed to constitute a committee with Pro Vice Chancellor 1 as the Chair to come out with a comprehensive proposal for creation of the offices of (i) Dean International Partnerships; and (ii) Dean Research and Consultancy, along with detailed draft Ordinances laying out the duties and responsibilities of these offices. The proposal shall also include the organogram for these offices.

The Board also took note of the observation of the Academic Council that the functions of the office of Dean Research should also include oversight of the implementation of the Consultancy policy, and hence approved in principle the changed nomenclature as Dean, Research and Consultancy.

- 8.8 The Concept Note for the proposed "Centre for Studies in Systems of Thought" (CSST) at AUD**

The Board considered the Concept Note for the proposed new Centre for Studies in Systems of Thought (CSST) as considered by the Academic Council (AC) in its 16th Meeting held on 13.07.2018. The Board took note of the observations of the AC on this.

After deliberation, the Board **resolved** to approve the Concept Note for the proposed Centre for Studies in Systems of Thought (CSST) and the proposal for setting up the new Centre as recommended by the AC, vide **Appendix-11**.

- 9.1 The Annual Accounts of the University for the Financial Year 2017-18**

Resolved to approve the Annual Accounts of the University for the Financial Year 2017-18 as recommended by the Finance Committee in its 20th Meeting held on 16 July 2018, vide **Appendix-12**.

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9.2 The replies to the audit paras of ELFA Audit on the accounts of the University for the Financial Year 2016-17

After deliberation, the Board **resolved** to approve the replies to the Audit Paras of Examiner Local Fund Audit (ELFA), Directorate of Audit, GNCTD for the Financial Year 2016-17, as recommended by the Finance Committee in its 20th meeting held on 16.07.2018, vide **Appendix-13**.

10.1 The proposed three year Action Plan of the University for 2017-18 to 2019-20

The Board considered the proposed three-year Action Plan of the University for 2017-18 to 2019-20, which was discussed in the First (adjourned) Meeting of the Proto-Planning Board (PPB) held on 12.04.2018. It also took note of the observation of the Academic Council (AC) in its 16th Meeting held on 13.07.2018 that keeping in mind the 2nd cycle of accreditation by National Assessment and Accreditation Council, the Planning Division should also plan to conduct an internal academic audit particularly focusing on the expansion plans.

After deliberation, the Board **resolved** to approve the three year Action Plan of the University for 2017-18 to 2019-20 as recommended by the PPB, vide **Appendix-14**.

10.2 The seven year Strategic Plan of the University

The Board considered the proposed 7-year Strategic Plan of the University which was deliberated at the First (adjourned) Meeting of the Proto-Planning Board (PPB) held on 12.04.2018 and the Academic Council (AC) in its 16th Meeting held on 13.07.2018. It also took note of the observation of the AC that since a multifold expansion in the student strength is projected over the next seven years, there is also a need to work towards ensuring timely development of infrastructural facilities in accordance with the requirement of current and projected programmes on all AUD campuses.

After deliberation, the Board **resolved** to approve the seven-year Strategic Plan of the University as recommended by the PPB, vide **Appendix-15**.

10.3 The proposed Organizational Structure and Human Resource requirement of Planning Division

The Board took note of the proposed restructuring of Planning Division to streamline the work. Over the last few years the work in the Division has increased mainly due to the new opportunities for expansion and the growing demands for providing information about the University's functioning from external agencies (GNCTD, NAAC, UGC, NIRF, HRD).

The Dean Planning informed the members that with the impending construction in the new campuses, the Division will also be required to provide inputs to the Architect and the PMU of the new campuses. Further, preparatory work for setting-up and incubating a Special Purpose Vehicle for

fund raising and management will be another added responsibility of the Division.

It also took note of the fact that the Division at present has the following staff:

- One Dean and two Deputy Deans (faculty seconded part-time from different Schools)
- One Assistant Registrar, one Junior Executive and one MTS
- One Technical Officer and two Research Assistants (6-monthly contract)

After deliberations, the Board **resolved** to approve the proposal for the new organizational structure of the Division with the following positions:

1. One Fund Raising Manager (with a compensation package equivalent to Professor) on a 3+2 year contract.
2. One Assistant Fund Manager / Academic Fellow (with a compensation package equivalent to Assistant Professor) on a 3+2 year contract
3. Two Research Associate / Assistant (at the level of JRF / SRF) on a 1x3 year contract
4. One Planning / Technical Officer (at the level of Assistant Registrar) on regular contract
5. One Assistant on regular contract

Further, the Board **resolved** to approve the Organizational Structure and Human Resource requirement of Planning Division as recommended by the Proto-Planning Board in its First (adjourned) Meeting held on 12.04.2018, vide **Appendix-16**.

10.4 The Statute of the Planning Board

The Board considered the draft Statute of the Planning Board of the University as recommended by the Proto-Planning Board (PPB) in its First (adjourned) Meeting held on 12.04.2018.

After due deliberation, the Board **resolved** to approve the following as Statute of the Planning Board as recommended by the PPB:

Statute: (No. to be given) ----- {Under Section 25 (2) of the Act}

1. The University shall have a Planning Board which shall be constituted as per Act 25 (2) of the University Act 2007.
2. The Planning Board shall consist of the following:
 - (i) Vice- Chancellor - Chairperson
 - (ii) All Pro- Vice Chancellors - Ex-officio Members
 - (iii) Dean Planning - Ex-officio Member

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- (iv) Three persons from amongst the academic staff of the University to be nominated by the Vice Chancellor:
 - a. One or two Dean(s) or Director(s)
 - b. One or two Professor(s) or Associate Professor(s)
- (v) Five persons, who are not employees of the University, representing the following, and to be nominated by the respective bodies on the recommendation of the Vice Chancellor:
 - a. One member of the Court
 - b. One member of the Board of Management
 - c. One Member of the Academic Council
 - d. Two eminent persons in the field of Higher Education / Industry / Voluntary Sector (to be nominated by the Vice Chancellor)
- (vi) Registrar - Secretary

3. All the members of the Planning Board, other than the ex-officio members, shall ordinarily hold office for a term of three years.
4. The Planning Board shall be the principal Planning body of the University and shall have the following powers and functions:
 - a. to prepare and recommend short-term and long-term plans of the University;
 - b. to conduct periodic impact assessment of the educational programmes offered by the University;
 - c. to recommend new structures to be created in the University such as Schools / Divisions / Centres;
 - d. to frame structures, rules, norms and processes to facilitate smooth functioning and quality enhancement;
 - e. to identify and recommend to the Academic Council / Board of Management new areas of study keeping in view the vision and mission of the University;
 - f. to identify relevant programmes and focus areas for each campus of the University keeping in view the character of the University as an institution for the city of Delhi and the geographical and socio-economic location of each campus;
 - g. to develop financial models and recommend ideas for resource mobilization, funding initiatives and fund management;
 - h. to recommend the principles and policy framework for financial and human resource planning and norms for allocation for various activities of the University;
 - i. to develop and recommend modes, designs and strategies of instruction, and structures required for these;
 - j. to plan and review the infrastructure development of the University;

- k. to plan and recommend the design framework of comprehensive information system covering all aspects of the functioning of the University;
 - l. any other responsibility that the Planning Board may take on for itself, or which other statutory bodies may assign or refer to it, from time to time.
5. The matters related to any new developments, including those listed above shall be first taken up in the Planning Board before being placed in the Academic Council and/or the Board of Management.
 6. The Planning Board may appoint sub-committees, including Standing Committee(s), which may include persons other than the members of the Planning Board, for specific purposes. It may also include special invitees in its meetings from time to time.
 7. The Planning Board shall meet at least twice in a year or at such intervals, as it shall deem expedient.
 8. The Dean Planning in consultation with Vice-Chancellor shall fix the date for a meeting of the Planning Board.
 9. Ordinarily, a written notice of 15 days shall be given for a meeting of the Planning Board. In case of an emergent matter, an urgent meeting of the Board may be convened by giving a shorter notice for reasons to be recorded in writing by the Vice- Chancellor.
 10. Fifty per cent of the members of the Planning Board shall form the quorum for a meeting. However, it shall be ensured that at least two members from clause 2.v. are present in each meeting of the Board.

11.1 The partnership arrangements with Friends of Ambedkar University Delhi (FAUD)

The Board took note that the Friends of Ambedkar University Delhi (FAUD) is a California (US) based Nonprofit Public Benefit Corporation and is a tax-exempt organization under Section 501(c)(3) of the United States Internal Revenue Code. The primary objective of the corporation is to make grants to Ambedkar University Delhi for specific purposes from time to time in order to promote the programmes of the University.

It also took note of the Articles of Incorporation of FAUD (**Appendix-17**) and the eminent academics in the Board of Directors of FAUD and appreciated the association of FAUD with the University.

Further, the Board took note that the Planning Division was in the process of putting together a proposal for the utilization of the grant that AUD may receive from FAUD. The Division is also in the process of preparing promotion and publicity material, and designing a website to help FAUD raise funds for AUD.



After deliberations, the Board **resolved** to approve the following proposals:

- i) AUD recognizes FAUD as a partner organization with which stronger and sustainable relationship could be built over time;
- ii) The various constituents of AUD shall consider through due process submitting proposals to FAUD for funding academic activities, especially those related to travel of students and faculty of AUD outside India in exchange programmes or for pursuing academic activities, and funding travel of academics from overseas to AUD for academic purposes;
- iii) AUD shall endeavor to help FAUD in its fund-raising drives for activities mentioned above by providing content and other assistance to prepare publicity and promotion material of various kinds.

11.2 The allocation of faculty positions for various Schools/ Programmes/ Centres

The Board took note that the University had submitted a proposal for academic expansion in Karampura campus, with requirements of teaching (150 positions) and non-teaching staff (165 positions), in response to which, the Govt. of NCT of Delhi had sanctioned 70 teaching and 33 non-teaching staff positions for the first phase (2016-18). Of the 70 teaching positions of Karampura, 57 positions were allocated to different programmes, and 13 positions were yet to be allocated.

Similarly, in response to a proposal for 94 teaching and 94 non-teaching staff positions for the Lodhi Road campus, the GNCTD sanctioned 59 teaching and 50 non-teaching staff positions. Of these sanctioned positions, 43 teaching and 31 non-teaching positions are to be utilized for phase-I (2018-2020).

The Board took note of the fact that the following positions sanctioned by the GNCTD have still not been allocated to various units of AUD:

	<i>Professor</i>	<i>Associate Professor</i>	<i>Assistant Professor</i>
Karampura Phase I	1	9	3
Lodhi Road Phase I	5	11	24+3*
Total	6	20	27+3*

*These three posts are allocated for faculty for Health and Physical education (Sport Officer/ Asst Director Physical Education, and Fine Art and Performing Art (Music/Dance/Theater) as per NCTE norms.

The University has launched four new undergraduate programmes and two new MA programmes in Karampura in 2018-19. A second cohort of the three B.Voc. programmes will also be added this year. The Lodhi Road campus has also created a Teacher Education Unit within the School of Education Studies which is planning to launch several in-service and continuing education courses. The University is also creating new Centres viz., Centre for Professional and Continuing Education (C-PACE), Centre for Studies in Systems of Thought (CSST), and Centre for Engaged Spirituality.

The following new programmes have been launched in 2018-19:

Sl.#	Programmes	Student Intake
1	BA in Global Studies	50
2	BA in Law and Politics	50
3	BA in Sustainable Urbanism	50
4	BA in Social Sciences and Humanities	50
6	MA in Global Studies	42
7	MA in Urban Studies	42

Keeping in perspective (a) the deliberations in the Proto-Planning Board and other bodies of the University about programmes on the anvil, (b) the need to deepen and diversify AUD's intervention in different thematics / fields of social sciences, and (c) plans for expanding into the field of continuing education, the Board **resolved** to approve the following scheme of faculty deployment to programmes being proposed and in order to take care of the immediate needs of the these programmes:

Sl#	Programme / Unit	Proposed Positions		
		Professor	Associate Professor	Assistant Professor
1	BA & MA in Global Studies	--	1	2
2	BA Sustainable Urbanism, and MA in Urban Studies	--	1	2
3	MA in Public Health	--	1	--
4	MA in Science and Technology Studies	1	2	--
5	Philosophy	--	1	--
6	Vocational Education	--	--	2#
7	Foreign Language	--	--	2*
8	Centre for Professional & Continuing Education (C-PACE)	--	1	--
9	Centre for Studies in Systems of Thought (CSST)	--	1	--
	<i>Sub-total</i>	1	8	8
10	Teacher Education Unit	2	4	6(-1 [^])
11	Fund Raising Unit	1 ^{^^}		
	Total	4	12	14

#One position of Programme Manager each will be allocated for Early Childhood Centre Management and Accounting (3+2 year contract).

[^]One position in this unit has already been filled-up by an existing faculty of SES who has been seconded to the unit.

*One for Chinese and one for French language (3 year contract renewed every year)

^{^^}One position of Fund Raising Manager with a compensation package equivalent to that for a Professor was approved by the PPB in its 1st (Adjourned) meeting on 12 April 2018 (3 year contract).

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The Board took note that it had allocated 18 positions for teaching requirements of the BA (Hons) programmes in Economics, English, Psychology, and Social Sciences and Humanities in the Karampura Campus. Since no fresh cohorts are being admitted to these programmes from 2018-19, these positions will be reallocated to other units / programmes. The process of re-allotment will be done from 2019-20 onwards with the graduation of the batch of 2016-17 (SUS programmes of Karampura), and the process will be completed in 2020-21.

The Board **resolved** that the process of re-allotment be done by the Planning Board in consultation with Dean (Academic Services) through need-based disciplinary competency requirements of programmes based on inputs from schools/programmes/centres through due process.

11.3 The reports of the Decennial Review Committee (DRC) and Undergraduate Review Committee (UGRC)

The Board **resolved** to accept the reports of the Decennial Review Committee (**Appendix-18**) and Undergraduate Review Committee (**Appendix-19**) constituted by the University. The Board **resolved** to place on record its deep appreciation for the chairpersons and members of these two review committees for their extensive and commendable work.

The Board **resolved** to direct that these reports be placed on the website of the University and be shared with various constituents of the University to generate debates and discussions.

Further, the Board **resolved** that the two reports be referred to the Planning Board for a detailed deliberation leading to an analytical strategy note and a detailed programme of action which shall be presented to the Board for its consideration.

12.1 The recommendations of the Committee of the Board of Management constituted by the Vice Chancellor on the matters arising out of the Selection Committee Meeting for the post of Assistant Professor in School of Human Ecology (SHE)

The Board considered the recommendations of the Committee of the Board of Management constituted by the Vice Chancellor on the matters arising out of the Selection Committee Meeting for the post of Assistant Professor in School of Human Ecology (SHE). It took note of the considered opinions of the three members on the matter based on the examination of the documents (**Appendix-20**).

The Board took note of the fact that all three members of the Committee concurred that the Selection Committee recommendation in the instant case was unanimous and that there was no reason why the University should not act on its recommendation.

After deliberation, the Board **resolved** to approve the recommendations of the Committee of the Board of Management constituted by the Vice Chancellor on the matters arising out of the Selection Committee Meeting for the post of Assistant Professor in School of Human Ecology (SHE).

12.2 Review the guidelines regarding requirement of completing Orientation/Refresher Courses as stipulated by the Career Advancement Scheme (CAS) guidelines within the period, which is being considered for promotion

The Board took note of the following facts on the matter:

1. The UGC Career Advancement Scheme (CAS) for teachers and other academic staff in the Ambedkar University Delhi was accepted by the Academic Council in its meeting on 05.10.2015 and approved by the Board of Management in its adjourned meeting on 02.11.2015 (**Appendix-21**).
2. The CAS allows every teacher the opportunity to achieve four promotions over his/her entire career.
3. As per the guidelines of CAS, the faculty members viz. Assistant Professors, Associate Professors and Professor requires participation in Orientation/ Refresher/ research Methodology Courses/ Professional Development Experience Programmes for various durations which are as under:

SI No.	Existing Stage	Next Stage (on promotion)	Duration of the Orientation/ Refresher/Research Methodology Courses/ Professional Development Experience Programmes required for promotion under CAS
1	Assistant Professor Stage-1	Assistant Professor (Stage-2)	A total duration of 42 days, inclusive of required orientation and refresher courses, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the UGC.
2	Assistant Professor Stage-2	Assistant Professor Stage-3	A total duration of not less than two weeks duration or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the UGC.
3	Assistant Professor Stage-3	Associate Professor Stage-4	Participated in one course programme of minimum one week duration from amongst the categories of Refresher Courses, Methodology Workshops, Training Programmes, Teaching-Learning Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes.
4	Associate Professor (Stage-4)	Professor (Stage-5)	Not required

4. The Board also took note of the following :

- a) In several CAS promotion cases, there is delay in the completion of the required number of days for Orientation and Refresher Courses. Further, it was noted that in the early years of the University the faculty members were not governed by any promotion rules, given that the CAS rules and regulations were instituted in the University on 02.11.2015, seven years after the University started functioning. Further, in the instant case of Dr Pranay Goswami, he has filed an Appeal (**Appendix-22**) against the fixation of eligibility of promotion date at 5th July, 2017 by the Screening cum Evaluation Committee, as he has claimed July, 2012 as the eligibility date of promotion.
- b) In the early years of the University, the faculty members were heavily engaged in curriculum development and programme development and also in developing the academic management process within the University, thereby leaving them with less opportunity of completing their Orientation and Refresher Courses. In this regard, lack of any regular Professional Development College within the University to facilitate the faculty members to meet this requirement and the long waiting period for Orientation/Refresher Courses in other Institutions/Universities was noted. Along with, it was noted that faculty members applying for promotion under the CAS regulations have usually attained the Category 3 API points pertaining to research well above the minimum eligibility indicating that they have continued to carry out research activities along with the responsibilities associated with developing a new University.
- c) In several earlier cases of promotion, delays in completion of Orientation and Refresher courses have been condoned with regard to the fixation of the date of promotion. However, within the framework of CAS rules, there is a need to conform to this requirement (Clause 1.2b, 1.3b and 1.4b on CAS rules) at some point of time in the life of the University. Moreover, the condoning of delays in fulfilment of the requirement for participating in Orientation/ Refresher Courses cannot be done on a case to case basis within the existing CAS rules and regulations, based on the recommendations of Screening-cum-Evaluation Committee alone, in the interest of maintaining the principle of parity within the organization.

Further, the Board took note that in order to streamline the process of CAS promotion by fixing a date for condoning the delays in the fulfillment of the requirement of participation in Orientation/Refresher Courses and adhering to the CAS guidelines, and to examine the instant appeal filed by Dr Pranay Goswami, the matter was placed before the Advisory Committee to Academic Services duly constituted by the Competent Authority.

In the light of the above facts in the matter, the Board **resolved** to approve the following as recommended by the Advisory Committee to Academic Services in its meeting held on 19.01.2018:

- i) The University shall issue a notification granting six months' time (from the date of the notification) to the faculty to complete any pending Orientation/Refresher course requirements. Beyond this six month

- period, there shall be no further condoning of delays with regard to completion of Orientation/Refresher courses.
- ii) The proof of application to an Orientation/Refresher course may be considered under circumstances where the programme was cancelled or in instances of long lists of applications to such programmes.
 - iii) The University shall issue a notification stating that all pending applications for promotion under CAS should be submitted to the University within six months (from the date of the notification).
 - iv) The University will adopt a principle whereby all promotion application must be submitted within ONE YEAR of the date of eligibility. If the promotion application is received by the University later than one year from the claimed date of eligibility, the operational date of eligibility will be the 'date of application'
 - v) In the case of the Dr Pranay Goswami, he completed his Orientation/Refresher course by 05.07.2017. With the facts noted above, and that he completed his Orientation Course by 07.02.2015, and that there was a cancellation of one Refresher course that he had applied for admission to, the Committee observed that there was still a delay in his application for Refresher course by a few months. In the light of this observation, his promotion be granted from 1st January, 2013, six months after his claimed date of eligibility (1st July, 2012).

A copy of the Minutes of the Advisory Committee meeting held on 19.01.2018 is at **Appendix-23**.

12.3 The appeal made by Shri C. Sajeesh Kumar, Associate Professor and Deputy Director, Centre for Publishing to review non-extension of his services

The Board considered the appeal made by Shri C. Sajeesh Kumar, Associate Professor and Deputy Director, Centre for Publishing on the decision not to extend his services beyond 2nd May 2018. (**Appendix-24**).

After detailed deliberations on such matters where an employee appointed by the Board appeal to the Board against an administrative decision, the Board **resolved** to constitute a Standing Committee (Grievance Redressal) of the Board of Management for redressal of grievances of employees of the University for whom the appointing authority is the Board. The Standing Committee shall comprise of the following members of the Board:

- | | | |
|------|-------------------------------|--------|
| (i) | Professor S. Parasuraman | Chair |
| (ii) | Professor Honey Oberoi Vahali | Member |

The term of the above members shall be for a period of two years or till completion of their terms on the Board.

The Board **resolved** to refer the appeal made by Shri Sajeesh Kumar to the above Standing Committee for consideration on priority.

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12.4 The Procedure for Regularization of Faculty in Tenure-track Appointment

The Board considered the proposal to institute an alternative process of appointing faculty through a tenure-track mode.

After due deliberation, the Board **resolved** to approve the proposed tenure track mode of appointing faculty against such faculty positions that the Board may identify from time to time. The Board approved the following Regulations to guide faculty appointments on the tenure-track mode:

1. Such positions shall be processed through an open advertisement. It shall be advertised as tenure-track positions of 3+2 years, clearly stating that there is a possibility of regularization, subject to a review process. The selection to these positions shall be through a Selection Committee constituted under Statute 14.
2. There would be a review of the performance of the incumbent after 3 years by a committee constituted by the Vice-Chancellor, with at least one external expert. Subject to a favourable recommendation, the tenure of appointment can be extended for another 2 years.
3. The faculty members completing their 5 year tenure may apply at least six months in advance for regularization with a detailed self-appraisal report of the teaching, research and other associated work, undertaken by them. A format, in line with AUD's CAS document (particularly Category 3), for this purpose shall be developed and got approved through due process.
4. An internal Screening committee constituted by the Vice Chancellor will examine the application and make recommendations regarding whether the application is eligible for further processing.
5. Subject to a favourable recommendation by the Screening Committee, the Vice Chancellor may constitute a Review Committee chaired by the Vice Chancellor/Pro Vice Chancellor and consisting of the Dean/Director of concerned School/Centre and at least two external experts. The incumbent will make a presentation before the Selection Committee regarding her/his work, following which the Selection Committee will interview the incumbent.
6. The Review Committee will make recommendations to the Board of Management through the Vice Chancellor regarding the suitability of regularization of the incumbent.
7. The Board of Management shall approve the regularization of the incumbent (if recommended by the Review Committee).
8. The faculty members thus regularized shall be eligible for promotions under the CAS.
9. The Board of Management will review from time to time the status of faculty appointments on the tenure-track mode.

Further, the Board considered the proposal for a system of regularization of seven members of the faculty who have already been appointed on tenure-track mode. The Board noted that these positions had not been advertised stating clearly the possibility of regularization. In the light of this, the Board resolved that as and when the tenures of the current incumbents come to an end, these positions may be re-advertised as per the changed norms.

Further, the Board noted that of the seven members of faculty mentioned above, the four positions of Psychotherapists (at the level of Assistant Professor) at Kashmere Gate against which appointments have been made on a tenure track basis of 3+2 years, had been created by the Board for the purpose of establishing a mental health clinic. In the light of the fact that the mental health services rendered by the Centre of Psychotherapy and Clinical Research (CPCR) have now become integral to AUD's core mission, it was resolved that there should be positions set aside from the faculty positions sanctioned by the GNCTD for all campuses from time to time, on a pro-rata basis of one psychotherapist for every 500 students.

A separate CAS scheme shall be proposed and got approved through due process for promotion of those who will be appointed to or regularized into the positions of Psychotherapist at the level of Assistant Professor.

12.5 The Proposal regarding Mode of Advertisement

The Board took note of the following:

- i) The University follows a recruitment process for regular faculty positions through a consolidated advertisement placed on the University website as well as published in leading newspapers or magazines like *Economic and Political Weekly* with a stipulated time for receiving applications. The usual practice has been to complete the recruitment process for all positions advertised in any round, before publishing the next advertisement.
- ii) It has been observed through experience that as part of this process, vacancies that arise after a specific consolidated advertisement need to wait for the next round of advertisement, which is published only after the completion of the recruitment process for the already advertised positions. Similarly, positions where there are inadequate number of eligible candidates for conducting an interview or positions where the Selection Committee do not find any suitable candidate and has recommended for re-advertisement, also have to wait for the completion of the recruitment process to the already advertised positions.
- iii) This waiting period is often significantly long given the time required for completing the recruitment to a large number of advertised positions. Such long waiting period often leads to ad-hoc arrangements in terms of short-term contractual faculty for more than one semester or even a year. This,



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accordingly, has serious implications for the stability of teaching and research in programmes.

Keeping in view the past experience, the Board **resolved** to approve the proposal to adopt a mode of rolling advertisements, whereby any position that falls vacant or needs to be re-advertised can be done immediately without waiting for a consolidated advertisement. These rolling advertisements should appear on the University website as well as published periodically in leading newspapers and magazines like the *Economic and Political Weekly*.

13.1 The draft guidelines of submission of Annual Performance Appraisal Reports (APARs) of non-teaching employees of AUD

Resolved to accept the recommendations of the Establishment Committee and adopt the following guidelines of submission of Annual Performance Appraisal Reports (APARs) for the non-teaching employees of AUD working on regular/ deputation/ long-term contractual basis:

Categories	Post	Reporting Officer	Reviewing Officer
Statutory Officers	Registrar/ Controller of Finance	Pro-Vice Chancellor	Vice Chancellor
	Deputy Registrar & equivalent	Registrar/ CoF/ Dean or OSD Campuses	PVC
	Executive Engineer (Entry Grade)	Registrar	PVC
Administrative Divisions in Main Campus and additional Campuses	Executive Engineer (Senior Scale)	Registrar	PVC
	Medical Officer	Registrar	PVC
	Assistant Registrar & equivalent/ Horticulturist	Deputy Registrar & equivalent / Dean or OSD Campuses	Registrar/ CoF/ Dean/ PVC
	Executive/ Security Officer & its equivalent	Assistant Registrar/ Dy. Registrar & equivalent	Dy. Registrar & equivalent / Registrar/ Dean or OSD Campuses
	MTS/ Jr. Assistant/ Assistant/ Garden Supervisor/ Jr. Executive/ Security Supervisor/ Jr. Engineer/ Staff Nurse & equivalent	Executive/ Security Officer/ Assistant Registrar & equivalent/ Horticulturist/ Executive Engineer	Assistant Registrar/ Dy. Registrar & equivalent/ Dean or OSD Campuses
	Office of the VC/ PVC	Assistant Registrar/ Deputy Registrar	PVC or VC as the case may be.
Schools/ Centers	Assistant Registrar & equivalent	Dean or OSD Campuses	PVC
	Executive & equivalent	Assistant Registrar/ Director of the Centre/ Dean	Dean/ PVC
	MTS/ Jr. Assistant/ Assistant/Tech. Asstt. Studio Assistant/ Jr. Executive & equivalent	Executive/ Assistant Registrar	Deputy Registrar/ Assistant Registrar/ Director of the Centre/ Dean

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Categories	Post	Reporting Officer	Reviewing Officer
Library	MTS/ Jr. Library Assistant/ Library Assistant/ Jr. Executive (Library)	Assistant Librarian/ Deputy Librarian	Deputy Librarian/ Librarian
IT Services	MTS/ Technical Assistant/ Jr. Executive (IT)	Junior System Administrator/ System Administrator	System Administrator/ Director, IT Services
	Jr. System Administrator	System Administrator	Director, IT Services
	System Administrator	Director, IT Services	PVC
	Director, IT Services	PVC	Vice Chancellor

Note: At least one out of the Reporting/Reviewing officers should be a regular employee of the University.

13.2 The proposal of Leave Rules to be regulated for various categories of employees engaged in AUD on contract basis

Resolved to accept the recommendations of the Establishment Committee and approve the Leave Rules to be regulated for various categories of employees engaged in AUD on contract basis, as detailed below:

S. No.	Types of Employees engaged on contract basis	Leave permissible [^]
1.	Engaged on direct contract of one year	2.5 EL per month of completed service 08 CL & 02 RH
2.	Consultants engaged after superannuation from Govt. Services on one year contract up to the age of 65 years (As per GNCTD guidelines)	01 Leave per month 02 RH
3.	Engaged on contractual basis for six months or less (including outsourcing/ Ex-servicemen)	01 Leave per month 02 RH

[^]To be regulated on pro rata basis with no carryover and encashment.

13.3 The proposal for changes to the Recruitment Rules 2016 to improve alignment with institutional needs and existing government guidelines

Resolved to accept the recommendations of the Establishment Committee to drop the phrase 'post-qualification' from the eligibility criteria for various posts

Resolved to accept the recommendations of the Establishment Committee to modify the Recruitment Rules as below, and bring them in full alignment with the DoPT Guidelines of 31/12/2010 for upper age limit for all posts for direct recruitment, except in the case of departmental candidates (where the RR 2016 guidelines will continue to be in force):

Sl. No.	Posts	Age Limits
(i)	Posts having Grade Pay more than Grade Pay Rs.7600	Preferably below 50 years*
(ii)	Posts having Grade Pay Rs.7600	50 years
(iii)	Posts having Grade Pay Rs.6600	40 years

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Sl. No.	Posts	Age Limits
(iv)	Posts having Grade Pay Rs.5400	35 years
(v)	Posts having Grade Pay Rs.4200, 4600 & 4800	30 years
(vi)	Posts having Grade Pay Rs. 1800, 1900, 2000, 2400 & 2800	Between 18 and 25 years

* The University may examine the age limit requirements at the time of framing of RRs and incorporate specific age limit higher than 50 years

Resolved accept the recommendations of the Establishment Committee that in cases where the UGC has prescribed age limits, in those cases the age limits prescribed by the UGC would be applicable instead of the DoPT guidelines.

13.4 Policy for one-time absorption/regularization of non-teaching staff on contract/deputation

Resolved to accept the recommendation of the Establishment Committee and adopt the policy for one-time absorption/ regularization of non-teaching staff contract/ deputation, as per the details below:

Eligibility

1. All non-teaching staff members of AUD who are currently employed on short-term contract/ long-term contract or deputation will be eligible to submit a request for regularization/ absorption under this policy subject to the specific eligibility criteria listed below.
2. Outsourced, re-employed and superannuated staff, project staff, as well as casual labour hired by AUD will not be eligible to apply for regularization/ absorption under this policy.
3. Absorption/regularization of a temporary employee is only a one-time measure *vis a vis* every employee, i.e. every temporary employee shall be given only one opportunity to be absorbed/ regularized subject to the following specific eligibility criteria.

Specific Eligibility Criteria for applying to be considered under the one-time absorption/regularization

1. The employee must have been appointed against a sanctioned post.
2. The employee must have been appointed by the University through a fair mechanism/process.
3. The employee must possess the prescribed minimum qualifications as per AUD's latest Recruitment Rules for the post for which she/he is seeking absorption/ regularization.
4. The employee concerned must have undergone at least four cycles of annual performance review and appraisal (APAR) and obtained a ranking of Very Good or above in at least three APAR cycles.

Resolved further that implementation of the Policy be carried out under the overall supervision of the Establishment Committee.

- 14.1 The recommendation of the Establishment Committee to consider Group 'B' posts carrying Grade Pay Rs.4600 as being equivalent to Gazetted (non-ministerial) posts for the purpose of recruitment**

Resolved to accept the recommendation of the Establishment Committee that the posts carrying Grade Pay 4600 be identified as equivalent to Group 'B' Gazetted posts (non-ministerial) and be excluded from the revised scheme of examination by placing a suitable agenda item before the Board of Management

Resolved to accept the recommendation of the Establishment Committee that any such equivalent posts to be created in future be excluded from the pattern/scheme of examination for Group B (non-gazetted) and Group C posts

- 15.1 Modification in Recruitment Rules such that the requisite years of regular service in any comparable government institution at the required scale and with the required qualifications should be considered as eligibility criterion for promotion to the next level at AUD**

Resolved to accept the recommendation of the Establishment Committee to modify the AUD Recruitment Rules for all posts such that requisite years of regular service in any comparable government institution at the required scale and with the required qualifications be considered as eligibility criterion for promotion to the next level at AUD.

- 16.1 The proposal from the Campus Development Division to invoke if necessary an earlier decision of the Board of Management for engagement of a Central/State (Public Sector Undertaking) as Project Management Consultant (PMC) as an alternative to PWD for the planning, designing and development of new campuses of AUD at Dheerpur and Rohini**

The Board considered the details of the agenda and took note of the situation arising out of the decision of the Chair, Consultant Appointment Committee (CAC) of PWD to reject the entire process of selection of the consultant for Comprehensive Design Development of Dheerpur and Rohini campuses of AUD. The process of selection was carried out by AUD as per the MoU between AUD and PWD duly approved by the Principal Secretary PWD and Hon'ble Minister for PWD, GNCTD on behalf of PWD and by the AUD BoM on behalf of the University. As per the MoU, AUD had communicated its formal approval to PWD to appoint the consultant for Dheerpur Campus after it was duly proposed by PWD.

However, the CAC of PWD rejected the appointment of the duly selected consultant by disapproving ex-post-facto the methodology of selection of consultant enshrined in the MOU, and this amounts to the violation of the provisions of the MoU. The matter has been taken up with the PWD, the Secretary, Higher Education, the Hon'ble Lt. Governor of Delhi and the Hon'ble Dy. Chief Minister, GNCTD to intervene so as to ensure avoidance of any delay in construction of the Dheerpur Campus of AUD.

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Despite this, the PWD has gone ahead with the announcement of the design competition through a fresh RFP with revised terms without any consent from AUD, which is in gross violation to the terms of the MoU. It has also unilaterally withdrawn the RFP for the Rohini Campus of AUD despite repeated communications from AUD not to take any such action which is in violation of the terms of the MoU.

After detailed deliberation, the Board **resolved** to endorse the position taken by the University insisting that the PWD shall appoint the selected consultant for comprehensive design consultancy for the new campuses of AUD at Dheerpur and Rohini arrived at through due process as per the terms and conditions stipulated in the MoU between AUD and PWD.

Further, the Board **resolved** that in case a resolution is not found to the current impasse with PWD by the 31st of August, 2018 to appoint the Consultant selected through due process as per the terms and conditions in the MoU between AUD and PWD, the University shall withdraw the task assigned to PWD and invoke the earlier decision of the Board of Management made in its 16th meeting held on 04.04.2014 for appointment of Project Management Consultant (PMC) from among the State/Central Government PSUs through an open competition with due approval from the Govt. of NCT of Delhi.

16.2 AUD's Campus Development Division and Engineering & Maintenance Unit to execute new works up to Rs. 5.0 crore and Repair & Maintenance works up to Rs. 1.0 crore per annum in exercise of powers delegated to Vice-Chancellor, AUD vide order dated 15.12.2017, subject to conditions stipulated therein

The Board considered the comprehensive agenda item on the above matter. After deliberation, the Board **resolved** to recognise the Campus Development Division and Engineering and Maintenance Unit of AUD as designated entities to carry out new works and maintenance as per stipulated norms governing the Delegation of Financial Powers to the Vice Chancellor, vide Order No. F.8 (2)/2007-AC/Finance/ 01295543/JSFINA/2551-2566 dated 15.12.2017 of the Govt. of NCT of Delhi.

17.1 The proposed amendments to the existing statutes based on the report as recommended by the Statute Review Committee (for suggesting the amendment(s) to the existing statutes and/or creation of new ones for ensuring greater participation of the University community in authority bodies) Chaired by Professor N.R. Madhava Menon and the suggestions made by the Senior Management Team on the report

The Board considered the proposed amendments to the existing statutes based on the report as recommended by the Statute Review Committee (for suggesting the amendment(s) to the existing statutes and/or creation of new ones for ensuring greater participation of the University community in authority bodies) Chaired by Professor N.R. Madhava Menon and the suggestions made by the Senior Management Team on the report.

After detailed deliberation, the Board **resolved** that Professor Salil Misra, Pro Vice Chancellor shall come out with clear proposals for consideration by the Board in its next meeting.

Further, the Board **resolved** that there shall be a Senior Management Team (SMT) in the University consisting of Deans of the Schools of Studies, Deans and Heads of the Divisions, Directors of the Centres for Studies and Research and OSDs in charge of various campuses to advise the Vice Chancellor on academic and administrative matters.

17.2 The recommendations of the Committee constituted by the Vice Chancellor to frame a policy pertaining to leave and entitlements for Directors of the Centres

This item was deferred due to paucity of time.

17.3 The proposal of School of Education Studies for the allocation of faculty and staff and appointment of a Professor on re-employment basis

The Board considered the proposal of the School of Education Studies (SES) for the allocation of faculty and staff for its teacher education programmes and for the appointment of Professor Bharati Baveja (Former Head and Dean, Department of Education, University of Delhi) as Professor on re-employment basis to guide the design and development of these programmes. The Board appreciated the initiative of the SES through its Teacher Education Unit to work on designing Continuing Professional Development (CPD) courses / programmes for educators. The Board took note that the School will pilot some CPD courses for educators during 2018-19 and also plan to:

- (i) Constantly engage with the NCTE to offer pre-service programmes through innovative/regular channel and/or participate in the NCTE pilot for the BABEd;
- (ii) Interact with the government on various matters pertaining to teacher education, particularly CPD programmes for practicing teachers;
- (iii) Design specialised degree and other programmes relevant for teachers and educational administrators, planners, curriculum developers, counselors, textbook designers and other practitioners; and
- (iv) Develop an anthology and repository of case material that would be resources for the teacher education programmes and research.

As the above work is intensive and requires additional faculty and human resources, the Board **resolved** to approve the allocation of the following positions (out of the total sanctioned positions for teacher education - 58 faculty and 51 non-teaching staff positions) for the above mentioned activities:

1. Professor: Two
2. Associate Professor: Four
3. Assistant Professor: Six
4. Junior Executive: One
5. Multitasking Staff: One

Given the nature of work to be done, the Board **resolved** further to approve the proposal for appointment of Professor Bharati Baveja as Professor on

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post-superannuation basis till she attains the age of 70 years, under the provisions of Statute 15(1) of the Statutes of the University, against one Professor's position out of the two positions allocated above for CPD programmes. Professor Baveja's appointment is keeping in view of her expertise and experience. Her CV is at **Appendix-25**.

17.4 Project idea for setting up AUD Press

This item was deferred due to paucity of time.

18.1 Ratification of the decision of the Vice Chancellor in approving the recommendations of the Standing Committee (Disciplinary Matters) of the Board of Management

Resolved to ratify the decision of the Vice Chancellor in approving the recommendations of the Standing Committee (Disciplinary Matters) of the Board of Management (BoM) on the report / recommendations of the Committee for Prevention of Sexual Harassment (CPSH) of the University in CPSH Case 2017-1, in his capacity as Chairperson of the BoM, by invoking his emergency powers under Section 12 (6) of the Dr. B.R. Ambedkar University Delhi Act, 2007.

The recommendations/ report of the aforesaid Standing Committee of the Board are/is at (**Appendix-26**).

18.2 Ratification of the decision of the Vice Chancellor in approving the standard procedure for appointment of Short Term Visiting Faculty at the level of Assistant Professor

The Board took note of the following recommendations of the Advisory Committee to Academic Services in its meeting held on 19.01.2018:

- i) The University may invite applications for the said positions through an advertisement after giving 15 days to the prospective candidates to apply. The University may also use the option of Walk-in-Interviews.
- ii) A three member committee for interviewing the candidates may be constituted by the Vice-Chancellor having the following composition:
 - a) Dean of the School (Chair)
 - b) Programme Coordinator (from relevant programme)
 - c) Professor from outside the School/Programme where the appointment is taking place
- iii) The recommendations of the Selection Committee should be placed before the Vice Chancellor for approval.

A copy of the Minutes of the Advisory Committee containing the above recommendations is at **Appendix-27**.

Further, took note that based on the above recommendations of the Advisory Committee and in addition, the directions of the Competent Authority, the Academic Services Division formulated the following rules and recruitment

procedure for Short-term semester based Visiting Faculty at Assistant Professor level:

- i) Short-term Visiting Faculty at Assistant Professor level for up to six months may be appointed against existing vacant sanctioned regular positions under special circumstances and contingencies, where regular appointment is not taking place immediately.
- ii) Proposals regarding this should be sent to the Academic Services, with adequate justifications, from the Dean of the concerned School, well in advance before the commencement of the Semester (by March for Monsoon Semester and September for Winter semester).
- iii) The Budget Assessment Committee for Visiting/Adjunct Faculty chaired by Dean, Academic Services should examine the proposals, and if found justified, be placed for approval from the Vice-Chancellor, well in advance before the commencement of the semester (by April for Monsoon Semester and October for Winter semester).
- iv) Consequent to the Vice-Chancellor's approval, the University may invite applications for the said positions through an advertisement in the AUD website giving 15 days to the prospective candidates to apply. The University may also use the option of Walk-in Interviews.
- v) A four(4) member committee for interviewing the candidates may be constituted by the Vice-Chancellor having the following composition
 - a) One of the PVCs / Dean, AS
 - b) Dean of the School concerned
 - c) Programme Coordinator of the programme concerned
 - d) One Professor from outside the School concerned.

The Board **resolved** to ratify the decision of the Vice Chancellor (vide note dated 23.3.2018) in approving the above procedure for formalizing the process of appointment of Short-term Visiting Faculty at the level of Assistant Professor.

18.3 Ratification of the decisions of the Vice Chancellor in approving the appointment of faculty positions as per the recommendations of the Selection Committees

Resolved to ratify the decisions of the Vice Chancellor in approving the recommendations of the Selection Committees as authorized by the Board of Management in its 8th Meeting held on 16 July 2010. The list of recommendations of the Selection Committees held after the 23rd meeting of Board of Management is as under:

Sl. No.	Name of Position	Discipline/ School	Vacancies	Date and Time of Meeting	Recommendations
1.	Professor	Education Studies in SES	01 on regular basis	11 th December 2017.	The Committee recommended the following in the discipline of Education Studies, SES : i) Dr. Monimalika Day be appointed as Associate Professor (Education Studies on regular basis against the position of Professor (Education Studies)

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Sl. No.	Name of Position	Discipline/School	Vacancies	Date and Time of Meeting	Recommendations
2.	Associate Professor	Education Studies in SES	02 on regular basis	12 th December 2017.	The Committee recommended the following in the discipline of Education Studies, SES in order of merit: i) Dr. Sunita Singh ii) Dr. Manish Jain
3.	Associate Professor	Global Studies	03 on regular basis	16 th & 17 th January, 2018	The Committee recommended the following in the discipline of Global Studies in order of merit: i) Dr. Rohit Negi ii) Dr. Kaustav Banerjee iii) Dr. Sunalini Kumar iv) Dr. Anil Persaud v) Dr. Amit Kumar Mishra
4.	Professor	Vocational Education in SVS	01 on regular basis	24 th January 2018.	The Committee recommended the following in the discipline of Vocational Education, SVS i) Dr. Sitansu Sekhar Jena (with pay protection and five advance additional increments)
5.	Professor	Business Studies in SBPPSE	01 on regular basis	29 th January 2018	The Committee did not find any candidate suitable for the said post. The position re-advertised.
6.	Assistant Professor	Design in SDes.	UR-01 on regular basis	05 th February, 2018	The Committee recommended the following in the discipline of Design, Sdes. i) Dr. Khushbu Dublish
7.	Deputy Librarian	Library	UR-01 on regular basis	13 th February, 2018	The Committee recommended the following candidate for the post of Dy. Librarian in order of merit: i) Ms. Alka Rai ii) Dr. Akash iii) Dr. Sufian Ahmad
8.	Associate Professor	Urban Studies	02 on regular basis	26 th & 27 th February, 2018	The Committee recommended the following in the discipline of Urban Studies i) Dr. Rohit Negi ii) Second post re-advertised
9.	Professor	Urban Studies	01 on regular basis	27 th February, 2018	The Committee did not find any candidate suitable for the said post.
10.	Assistant Professor	Education Studies in SES	UR-2, OBC-1, SC-1	26 th to 28 th March, 2018	The Committee recommended the following in the discipline of Education Studies in order of merit: <u>Under SC Category:</u> i) Dr. Rajshree Chanchal <u>Under UR Category</u> ii) Dr. Leya Mathew iii) Dr. Nivedita Sarkar iv) Dr. Prabhat C. Rai <u>Under OBC Category</u> None Found Suitable
11.	Professor	Public Health	01 on regular basis	17 th May, 2018	The Committee recommended the following in the discipline of Public Health: 1. Dr. Nakkeeran Nanjappan
12.	Associate Professor	Public Health	01 on regular basis	17 th May, 2018	The Committee recommended the following in the discipline of Public Health: 1. Dr. Samik Chaudhary

Sl. No.	Name of Position	Discipline/ School	Vacancies	Date and Time of Meeting	Recommendations
13.	Professor	Public Policy and Governance	01 on regular basis	11 th June, 2018	The Committee did not find any candidate suitable for the said post.
14.	Associate Professor	Public Policy and Governance	02 on regular basis	11 th & 12 th June, 2018	The Committee recommended the following in the discipline of Public Policy and Governance in order of merit: i) Dr. Dipa Sinha ii) Dr. Partha Saha iii) Dr. Abhay Kumar
15.	Assistant Professor	Urban Studies	UR-1 SC-1	18 th & 19 th June, 2018	The Committee recommended the following in the discipline of Urban Studies in order of merit: <u>Under SC Category:</u> i) Dr. Pritpal S. Randhwa ii) Dr. Sanil M. Neelakandan <u>Under UR Category</u> i) Dr. Rachna Mehra ii) Dr. Shireen Mirza
16.	Professor	Instructional Design	01 on regular basis	02 nd July, 2018	The Committee recommended the following in the discipline of Instructional Design: Dr Ramesh C. Sharma be appointed as Associate Professor (Instructional Design) on regular basis against the position of Professor (Instructional Design)
17.	Professor	Human Ecology	01 on regular basis	09 th July, 2018	The Committee recommended the following in the discipline of Human Ecology in order of merit: Dr. Seema Arora Jonsson.

18.4 Ratification of the decision of the Vice Chancellor in approving the promotion of the faculty under Career Advancement Scheme (CAS)

The following faculty has been promoted after the recommendations of the duly constituted Selection Committee/Screening Committee after screening and evaluating their applications under Career Advancement Scheme (CAS):

Sl. No.	Name of the Faculty	School	Previous Designation & Pay Band with AGP	Current designation & Pay Band with AGP	Effective date of Promotion
1.	Dr. Shailaja Menon	School of Liberal Studies	Assistant Professor in the PB-3 with AGP Rs.6000	Assistant Professor in PB-3 Stage-II with AGP Rs.7000	Promoted with effect from 14.08.2017 vide Office Order dated 01.11.2017
2.	Dr. Manish Jain	School of Education Studies	Assistant Professor in the PB-3 with AGP Rs.6000	Assistant Professor in PB-3 Stage-II with AGP Rs.7000	Promoted with effect from 13.12.2014 vide Office Order dated 08.12.2017
3.	Dr. Richa Awasthi	School of Business, Public Policy, and Social Entrepreneurship	Assistant Professor in the PB-3 with AGP of Rs.8000	Associate Professor in the PB-4 of AGP Rs.9000.	Promoted with effect from 27.05.2017 vide Office Order 16.01.2018

Sl. No.	Name of the Faculty	School	Previous Designation & Pay Band with AGP	Current designation & Pay Band with AGP	Effective date of Promotion
4.	Dr. Deepita Chakravarty	School of Development Studies	Associate Professor in the PB-3 with AGP of Rs.9000.	Professor in the PB-4 of AGP Rs.10000	Promoted with effect from 1.12.2016 vide Office Order 14.05.2018

Resolved to ratify the decisions of the Vice Chancellor in approving the recommendations of the Selection Committees for promotion of the above faculty under CAS

18.5 Resolved to ratify the decision of the Vice Chancellor in approving the appointment of the following Dy. Deans of Divisions and OSD of a Unit:

a) Deputy Deans

- i. Ms Manasi Thapliyal Navani, Assistant Professor, School of Education Studies appointed as Deputy Dean, Planning w.e.f. 02.02.2018 for a period of three years.
- ii. Dr. Jyotirmoy Bhattacharya, Associate Professor, School of Liberal Studies appointed as Deputy Dean, Assessment, Evaluation and Student Progression w.e.f. 15.03.2018 for a period of three years.
- iii. Dr. Rachna Mehra, Assistant Professor, Urban Studies appointed as Deputy Dean, Academic Governance w.e.f. 11.07.2018 for a period of three years

b) OSD

- i. Dr. Gunjan Sharma, Assistant Professor, School of Education Studies appointed as OSD (Teacher Education Unit), School of Education Studies w.e.f. 01.06.2018 till further orders. She stands relieved from the position of Dy. Dean (Academic Governance) w.e.f. 31.05.2018.

18.6 Resolved to ratify the decision of the Vice Chancellor in approving the confirmation of the following faculty members on completion of probation period:

Sl. No.	Name of the Faculty & Designation	Date of Joining	Date of Confirmation
1.	Dr. Anoop Kumar Koileri Assistant Professor, SUS	01.11.2016	01.11.2016
2.	Ms. Saranika Sarkar Assistant Professor, SLS	01.12.2016	01.12.2016
3.	Mr. Akha K. Mao Associate Professor, SVS	12.07.2017	12.07.2017
4.	Dr. Jyotirmoy Bhattacharya Associate Professor, SLS	28.07.2017	28.07.2017

- 18.7 **Resolved** to ratify the decision of the Vice Chancellor in approving the final Terms of Reference (ToRs) for the Decennial Review Committee (**Appendix-28**) and Undergraduate Review Committee (**Appendix-29**).
- 18.8 **Resolved** to ratify the action taken by the Vice Chancellor in approving the MoUs signed between AUD and (i) Tata Education and Development Trust) (ii) State Resource Centre/Partners – (a) University of Jammu, Jammu and Kashmir (b) Vikramshila Education Resource Society, West Bengal (c) Aide-Et-Action, Bhopal (d) Mahila Sabha (AMS) Telangana (e) Tata Institute of Social Sciences, Mumbai and (f) Aid Et Action Chennai
- The MoUs approved by the Vice Chancellor and signed by the University are at **Appendix-30**.
- 18.9 **Resolved** to ratify the decision taken by the Vice Chancellor in approving the recommendations of the Standing Committee for Fee Review on the fees for the Academic year 2018-19 (**Appendix-31**).
- 18.10 **Resolved** to ratify the decision of the Vice Chancellor in approving the constitution of the Sub-Committee of the Board of Management to draw up a panel of lawyers, notified vide Notification dated 10.04.2018 (**Appendix-32**).
- 18.11 **Resolved** to ratify the decision of the Vice Chancellor in approving the policy to appoint the Directors of the Centres for Studies and Research established by the University under Statute 12B of the Statutes of the University for a period of three years in order to maintain the uniformity with the term of appointment of the Deans of Schools and Divisions.
- 18.12 **Ratification of the Minutes of the 13th Meeting of the Academic Council held on 30 October 2017**
- Resolved** to ratify the Minutes of the 13th Meeting of the Academic Council held on 30 October 2017, vide **Appendix-33**.
- 18.13 **Ratification of the Minutes of the 14th Meeting of the Academic Council held on 05 December 2017**
- Resolved** to ratify the Minutes of the 14th Meeting of the Academic Council held on 05 December 2017, vide **Appendix-34**.
- 18.14 **Ratification of the Minutes of the 15th Meeting of the Academic Council held on 12 February 2018**
- Resolved** to ratify the Minutes of the 15th Meeting of the Academic Council held on 12 February 2018, vide **Appendix-35**.
- 18.15 **Ratification of the Minutes of the 20th Meeting of the Finance Committee held on 16 July 2018**
- Resolved** to ratify the Minutes of the 20th Meeting of the Finance Committee held on 16 July 2018, vide **Appendix-36**.

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18.16 Ratification of the Minutes of the 18th Meeting of the Establishment Committee held on 05 February 2018

Resolved to ratify the Minutes of the 18th Meeting of the Establishment Committee held on 05 February 2018, vide **Appendix-37**.

18.17 Ratification of the Minutes of the 19th Meeting of the Establishment Committee held on 30 May 2018

Resolved to ratify the Minutes of the 19th Meeting of the Establishment Committee held on 30 May 2018, vide **Appendix-38**.

18.18 Ratification of the Minutes of the 20th Meeting of the Establishment Committee held on 16 July 2018

Resolved to ratify the Minutes of the 20th Meeting of the Establishment Committee held on 16 July 2018, vide **Appendix-39**.

18.19 Ratification of the decision of the Vice Chancellor in approving the recommendations of the Statutory Selection Committee for appointment to the post of Director, IT Services

Resolved to ratify the decision of the Vice Chancellor in approving the recommendations of the Statutory Selection Committee for appointment of Shri Dinesh Taneja [working as General Manager (IT) at the Institute of Liver & Biliary Sciences (ILBS), an autonomous organization under the Govt. of NCT of Delhi] as Director, IT Services in PB-4 with Grade Pay Rs.10,000/- (pre-revised) against the open Advt. No.AUD/01/ 2017/Acad.Ser./i) dated 10.05.2017. Shri Dinesh Taneja was offered the post vide offer dated 07.02.2018 and he has been given the extension in joining time up to 06.06.2018. Shri Taneja joined the post on 06.06.2018.

18.20 Ratification of the decision of the Vice Chancellor in approving the confirmation of newly joined Assistant Registrars and System Administrators

Resolved to ratify the decision of the Vice Chancellor in approving the confirmation of newly joined Assistant Registrars and System Administrators on completion of their one year probation period, as per the details given below:

Sl. No.	Name	Date of joining & confirmation	Post on which confirmed
(i)	Shri Upendra Nath Singh	10.03.2017	Assistant Registrar (Reserved for SC)
(ii)	Dr. N.T. Diheung	17.03.2017	Assistant Registrar (Reserved for ST)
(iii)	Shri Manjeet Singh Rana	02.04.2017	Assistant Registrar (Reserved for OBC-Delhi)
(iv)	Shri Deepak Bishla	17.02.2017	System Administrator
(v)	Shri Ashutosh Kumar	30.05.2017	System Administrator

18.21 Ratification of the decision of the Vice Chancellor in approving the probation clearance of newly joined Assistant Registrars

Resolved to ratify the decision of the Vice Chancellor in approving the probation clearance of newly joined Assistant Registrars on completion of their one year probation period, as per the details given below:

Sl. No.	Name	Designation	Date of joining
(i)	Ms. Anshu Singh (on lien from DJA)	Assistant Registrar	10.03.2017
(ii)	Shri Deepak Kapoor (on lien from IGNOU)	Assistant Registrar	14.03.2017

Technical resignation of the above both candidates have been accepted and their cases for confirmation on the post of Assistant Registrar are under process.

18.22 Ratification of the decision of the Vice Chancellor on the representation received from Shri Ashish Patidar, Assistant Registrar against the remarks made by Reviewing Officer in his APAR for the period 01.04.2015 to 31.03.2016

Resolved to ratify the decision of the Vice Chancellor in approving the remarks of Reporting Officer instead of Reviewing Officer based on the merit in the representation/ appeal made by Shri Ashish Patidar, Assistant Registrar.

18.23 Ratification of the decision of the Vice Chancellor in approving the proposal for creation of an additional post of Registrar (Campus Development)

Resolved to ratify the decision of the Vice Chancellor in approving the recommendation of the Establishment Committee at its 18th meeting held on 05.02.2018 to discontinue the position of Director, Campus Development and to recommend the creation of an additional post of Registrar (Campus Development).

18.24 Ratification of the decision of the Vice Chancellor in approving the policy guidelines regarding a suitable method of selection process of Group 'B' & 'C' non-teaching staff in the light of the new guidelines of the Govt. of India/ GNCTD regarding discontinuation of interview

Resolved to ratify the decision of the Vice Chancellor in approving, as recommended by the Establishment Committee at its 19th meeting held on 30.05.2018, the proposed Pattern/ Scheme of Examination for implementation of the policy guidelines regarding a suitable method of selection process of Group 'B' & 'C' non-teaching staff in the light of the new guidelines of the Govt. of India/ GNCTD regarding discontinuation of interview.

18.25 Ratification of the decision of the Vice Chancellor in approving the constitution of an Advisory Committee for the Centre of Psychotherapy and Clinical Research (CPCR)

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Resolved to ratify the decision of the Vice Chancellor in approving the constitution of the constitution of an Advisory Committee for the Centre of Psychotherapy and Clinical Research (CPCR). The Notification dated 19.07.2018 regarding this is at **Appendix-40**.

18.26 Ratification of the decision of the Vice Chancellor in approving the constitution of an Advisory Committee for the Centre for Research Methods (formerly Centre for Social Science Research Methods)

Resolved to ratify the decision of the Vice Chancellor to approve the constitution of an Advisory Committee for the Centre for Research Methods (formerly Centre for Social Science Research Methods). The Notification dated 19.07.2018 regarding this is at **Appendix-41**.

Further resolved to ratify the decision of the Vice Chancellor to approve the change in the nomenclature of Centre for Social Science Research Methods (CSSRM) to Centre for Research Methods (CRM).

18.27 Ratification of the decision of the Vice Chancellor in approving the extension of the term of Professor Chandan Mukherjee, Director, Centre for Research Methods

Resolved to ratify the decision of the Vice Chancellor to approve the extension of the term of Professor Chandan Mukherjee, Director, Centre for Research Methods (CRM) for two years from 05.11.2018 to 04.11.2020, i.e., till he attains the age of 70 years.

18.28 Ratification of the Minutes of the First Meeting of the Proto Planning Board held on 26 September 2017

Resolved to ratify the Minutes of the First Meeting of the Proto Planning Board held on 26 September 2017, vide **Appendix-42**.

18.29 Ratification of the Minutes of the First (Adjourned) Meeting of the Proto Planning Board held on 12 April 2018

Resolved to ratify the Minutes of the First (Adjourned) Meeting of the Proto Planning Board held on 12 April 2018, vide **Appendix-43**.

19. Items Noted

19.1 Resolved to note and record the status report of Campus Development at Dheerpur, Rohini, Karampura, Lodhi Road and Madarsa Road, Delhi, vide **Appendix-44**.

19.2 Resolved to note and record the status report on Centre for Community Knowledge (CCK), vide **Appendix-45**.

19.3 Resolved to note and record the report on University Development Fund (UDF), vide **Appendix-46**.

19.4 Resolved to note and record extension of tenure/new joining of the Contractual/Temporary/Visiting appointments for the Winter Semester - 2018 in various Schools/Centres

S.No	School/ Centre/ Division Name	Name of the Faculty and position	Discipline	Till
1	School of Liberal Studies	Mr. Pranav Trigunayat, Assistant Professor	Economics	30.06.2018
2	School of Human Ecology	Dr. Budhaditya Das, Assistant Professor	Human Ecology	30.06.2018
3	School of Law, Governance and Citizenship	Mr. Siddharth Narrain, Assistant Professor	Law & Legal Studies	30.06.2018
4	School of Culture and Creative Expressions	Belinder Dhanoa Associate Professor	Literary Art	30.06.2018
5	School of Liberal Studies	Professor Harish Narang	English	30.06.2018
6	School of Education Studies	Dr. Sheetal Nagpal Assistant Professor	Education	30.06.2018
7	School of Education Studies	Ms. Devika Sharma Assistant Professor	Education	30.06.2018
8	Centre for Psychotherapy and Clinical Research	Shefali Singh Psychotherapist	Psychotherapy	30.06.2018
9	School of Human Studies	Dr. Sramana Majumdar Assistant Professor	Psychology	30.06.2018
10	School of Liberal Studies	Dr. Geetanjali Tyagi Assistant Professor	History	30.06.2018
11	School of Undergraduate Studies	Ms. Tanya Saluja Assistant Professor	Mathematics	30.06.2018
12	School of Human Studies	Mr. Vikas Deepak Assistant Professor	Psychology	30.06.2018
13	School of Undergraduate Studies	Mr. Subhash Sahoo Assistant Professor	Mathematics	30.06.2018
14	School of Human Studies	Ms. Navjit Kaur Assistant Professor	Gender Studies	30.06.2018
15	School of Liberal Studies	Ms. Mekhola Gomes Assistant Professor	History	30.06.2018
16	School of Culture and Creative Expressions	Professor Anuradha Kapur	Performance Studies	08.08.2018
17	School of Culture and Creative Expressions	Professor RV Ramani	Performance Studies	24.08.2018
18	School of Undergraduate Studies	Dr. Annu Assistant Professor	Economics	14.12.2018
19	School of Undergraduate Studies	Mr. Shiv Kumar, Assistant Professor	English Language	03.05.2019

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19.5 Resolved to note and record the joining of new faculty (on regular basis) as per recommendations of the Selection Committees in various Schools/Centres

Sl. No.	School/ Centre/ Division Name	Name of Faculty and Position	Discipline	Joining Date
1.	-	Professor M S Farooqi	Social Entrepre-Neurship	31.10.2017 (FN)
2.	Centre for English Language Education	Dr. KK Dixit, Associate Professor	English Language	04.12.2017 (FN)
3.	School of Education Studies	Dr. Monimalika Day, Associate Professor	Education	13.12.2017 (FN)
4.	School of Education Studies	Dr. Sunita Singh, Associate Professor	Education	13.12.2017 (FN)
5.	School of Education Studies	Dr. Manish Jain, Associate Professor	Education	13.12.2017 (FN)
7.	School of Liberal Studies	Dr. Parag Waknis, Associate Professor	Economics	08.01.2018 (FN)
7.	School of Law, Governance and Citizenship	Dr. Anuj Bhuwania, Associate Professor	Law & Legal Studies	09.01.2018 (FN)
8.	To be assigned	Professor Anup K Dhar	Philosophy	06.02.2018 (FN)
9.	Library	Ms. Alka Rai, Dy. Librarian	-	16.02.2018 (FN)
10.	Centre for English Language Education	Professor Amol Padwad	English Language	19.02.2018 (FN)
11.	School of Education Studies	Dr. Nivedita Sarkar, Assistant Professor	Education	02.04.2018 (FN)
12.	School of Education Studies	Dr. Rajshree Chanchal, Assistant Professor	Education	03.04.2018 (FN)
13.	School of Education Studies	Dr. Prabhat C.Rai, Assistant Professor	Education	20.04.2018 (FN)
14.	To be assigned	Dr. Rohit Negi, Associate Professor	Urban Studies	23.04.2018 (FN)
15.	To be assigned	Dr. Sunalini Kumar, Associate Professor	Global Studies	27.04.2018 (FN)
16.	To be assigned	Dr. Anil Persaud, Associate Professor	Global Studies	04.05.2018 (FN)
17.	School of Vocational Studies	Professor Sitansu S Jena	Vocational Education	08.05.2018 (FN)
18.	To be assigned	Dr. Amit Kumar Mishra, Associate Professor	Global Studies	21.05.2018 (FN)
19.	School of Design	Ms. Khushbu Dublish, Assistant Professor	Design	01.06.2018 (FN)
20.	To be assigned	Dr. Rachna Mehra, Assistant Professor	Urban Studies	22.06.2018 (FN)
21.	To be assigned	Dr. Pritpal S. Randhawa, Assistant Professor	Urban Studies	22.06.2018 (AN)
22.	To be assigned	Dr. Partha Saha Associate Professor	Public Policy and Governance	25.06.2018 (AN)
23.	To be assigned	Professor N. Nanjappan	Public Health	29.06.2018 (FN)

- 19.6 Resolved** to note and record the appointment of Programme Coordinators for a term of two years

The following Programme Coordinators in each School for a 2 year term based on the principle of rotation by seniority beginning Monsoon semester 2018:

- (i) Dr. Parag Waknis, Associate Professor, SLS appointed as Programme Coordinator for the BA (Economics) Programme in the School of Undergraduate Studies with effect from 16.03.2018 for a period of two years.
- (ii) Dr. Javed Iqbal Wani, Assistant Professor, SLGC appointed as Programme Coordinator for the MA Programme in the School of Law, Governance and Citizenship with effect from 22.03.2018 for a period of two years.
- (iii) Dr. Monimalika Day, Associate Professor, SES appointed as Programme Coordinator for the MA (ECCE Programme) in the School of Education Studies with effect from 02.07.2018 for a period of two years.
- (iv) Dr. Richa Awasthy, Associate Professor, SBPPSE appointed as Programme Coordinator for the MBA Programme in the School of Business, Public Policy and Social Entrepreneurship with effect from 15.07.2018 for a period of two years.
- (v) Dr. Dhiraj Kumar Nite, Assistant Professor, SLS appointed as Programme Coordinator for the BA(History) Programme in School of Undergraduate Studies with effect from 19.07.2018 for a period of two years.

- 19.7 Resolved** to note and record the appointment of Deans/Deputy Deans of the Schools and Directors of the Centres

a) Deans/Directors

- i. Professor Vrinda Datta, appointed as Director, Centre for Early Childhood Education and Development w.e.f. 04.10.2017 till further orders.
- ii. Dr. Suresh Babu, Associate Professor re-appointed as Director, Centre for Urban Ecology and Sustainability w.e.f. 26.11.2017 for a period of three years.
- iii. Professor Denys P. Leighton, appointed as Director, Centre for Community Knowledge w.e.f. 28.12.2017 for a period of three years.
- iv. Dr. Sunita Singh, Associate Professor, SES appointed as Dean (Officiating), School of Education Studies w.e.f. 01.02.2018 till further orders.
- v. Professor Amol Padwad, appointed as Director, Centre for English Language Education w.e.f. 26.02.2018 for a period of two years.

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- vi. Professor Salil Misra, Pro-Vice Chancellor-2 appointed as Dean (I/c), School of Law, Governance and Citizenship w.e.f. 13.03.2018 till further orders in place of Professor Lawrence Liang who relieved on 12.03.2018.
- vii. Professor Sitansu S. Jena appointed as Dean, School of Vocational Studies w.e.f. 11.05.2018 for a period of three years.

b) Deputy Deans

- i. Dr. Anuj Bhuwania, Associate Professor, School of Law, Governance and Citizenship appointed as Deputy Dean, SLGC, w.e.f. 13.03.2018 for a period of three years.
- ii. Dr. Usha Mudiganti, Assistant Professor, School of Letters appointed as Deputy Dean, School of Undergraduate Studies w.e.f. 13.04.2018 for a period of three years

19.8 Resolved to note and record the Resignation of the following faculty members:

1. Ms. Aparajita Bhargarh, Assistant Professor, Centre for Early Childhood Education and Development has submitted resignation with effect from 09.02.2018(AN) which has been accepted by the University.
2. Mr. Dinesh Kumar Karush, Programme Manager, School of Vocational Education has submitted resignation with effect from 15.02.2018(AN) which has been accepted by the University.
3. Dr. Moushumi Kandali, Assistant Professor (Literary Art), School of Culture and Creative Expressions, has submitted technical resignation with effect from 01.04.2017. Dr. Kandali was on Extra Ordinary Leave without pay for one year w.e.f 01.04.2017 to 31.03.2018.
4. Ms. Mousumi Mandal, Assistant Professor (English Literature), School of Undergraduate Studies has submitted resignation with effect from 02.04.2018(FN) which has been accepted by the University.

19.9 Resolved to note and record the extension of deputation of a faculty member, as detailed below:

The deputation period of Dr. Santosh Kumar Singh, Associate Professor, School of Liberal Studies, has been extended till 30.11.2020 by his parent institution, i.e., PG Govt. College of Girls, Chandigarh.

19.10 Resolved to note and record the grant of Maternity Leave/Child Care Leave/EOL/Study Leave to the following faculty members:

1. Dr. Gulshan Bano, Assistant Professor, School of Undergraduate Studies has been granted Maternity Leave for 180 days from 18.12.2017 to 15.06.2018.
2. Dr. Bhoomika Meiling, Assistant Professor, School of Letters has been granted Maternity Leave for 180 days from 13.04.2018 to 31.10.2018.

3. Dr. Nidhi Kaicker, Assistant Professor, School of Business, Public Policy and Social Entrepreneurship has been granted Maternity Leave for 180 days from 30.04.2018 to 26.10.2018.
4. Dr. Shireen Mirza, Assistant Professor, School of Undergraduate Studies has been granted Maternity Leave for 102 days from 07.06.2018 to 18.09.2018.
5. Dr. Rinju Rasaily, Assistant Professor, School of Liberal Studies has been granted Child Care Leave for 64 days from 03.07.2018 to 04.09.2018.
6. Professor Honey Oberoi Vahali, School of Human Studies has been granted Child Care Leave for 365 days from 05.07.2018 to 04.07.2019.
7. Dr. Ramneek Khassa, Assistant Professor, School of Liberal Studies has been granted Child Care Leave for 72 days from 01.08.2018 to 11.10.2018.
8. Ms Neetu Sarin, Assistant Professor, School of Human Studies has been granted extension of Study Leave wef 08.07.2018 to 07.08.2018. She had been sanctioned Study leave wef 08.01.2018 to 07.07.2018.
9. Ms. Thokchom Bibinaz Devi, Assistant Professor, School of Human Studies has been granted Study Leave w.e.f. 16.07.2018 to 15.01.2019.

19.11 Resolved to note and record the re-joining of the following faculty member after availing long leave:

1. Dr. Kalindi Maheshwari, Assistant Professor, SBPPSE joined on 25.02.2018 after availing Maternity Leave w.e.f. 29.08.2017.
2. Professor Tanuja Kothiyal, Dean SUS joined on 29.03.2018 after availing Child Care Leave w.e.f. 20.02.2018.
3. Dr. Ramneek Khassa, Assistant Professor, SLS joined on 29.03.2018 after availing Child Care Leave w.e.f. 20.02.2018.
4. Dr. Priyasha Kaul, Assistant Professor, SLS joined on 01.05.2018 after availing Extra Ordinary Leave w.e.f. 01.02.2018.
5. Dr. Pallavi Banerjee, Assistant Professor, SHS joined on 04.05.2018 after availing Extra Ordinary Leave w.e.f. 08.01.2018.
6. Dr. Kritika Mathur, Assistant Professor, SBPPSE joined on 18.05.2018 after availing Maternity Leave and subsequently Child Care Leave w.e.f. 04.08.2017.
7. Dr. Pallavi Chakravarty, Assistant Professor, SLS joined on 18.05.2018 after availing Maternity Leave and subsequently Child Care Leave w.e.f. 01.10.2017.
8. Professor Rachna Johri, SHS joined on 18.05.2018 after availing Extra Ordinary Leave w.e.f. 08.01.2018.
9. Dr. Gulshan Bano, Assistant Professor, SUS joined on 16.06.2018 after availing Maternity Leave w.e.f. 18.12.2017.
10. Ms. Anshumita Pandey, Assistant Professor, SHS joined on 11.07.2018 after availing Extra Ordinary Leave w.e.f. 08.01.2018.

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19.12 Resolved to note and record the grant of extension of joining time to the following faculty members/ non-acceptance of offer:

1. Dr. Leya Mathew, who was offered appointment as Assistant Professor, School of Education Studies has declined the offer. The offer was made to the next candidate, Dr. Prabhat C. Rai, who has joined on 20.04.2018.
2. Dr. Malabika Pal, who was offered appointment as Associate Professor, School of Law, Governance and Citizenship has accepted the offer and requested for extension of joining time upto 01st August, 2018, which was accepted by the University.
3. Dr. Kaustav Banerjee, who was offered appointment as Associate Professor, Global Studies has accepted the offer and requested for extension of joining time upto 01st August, 2018, which was accepted by the University.
4. Dr. Ramesh Chandra Sharma, who was offered appointment as Associate Professor, Instructional Design has accepted the offer and requested for extension of joining time upto 10th August, 2018, which was accepted by the University.
5. Dr. Samik Chowdhury, who was offered appointment as Associate Professor, Public Health has accepted the offer and requested for extension of joining time upto 22nd November, 2018, which was accepted by the University.
6. Dr. Seema Arora Jonsson, who was offered appointment as Professor, School of Human Ecology has declined the offer. The post will be re-advertised.
7. Dr. Rohit Negi who was offered appointment as Associate Professor, Global Studies, has declined the offer as he has accepted the offer for the post of Associate Professor, Urban Studies.

19.13 Resolved to note and record the current status report (Progress Report, June 2018) of the AUD Centre for Incubation, Innovation and Entrepreneurship (ACIIE), vide **Appendix-47**.

20.1 Under Any Other Items, the Registrar placed before the members an item pertaining to the resignation dated 02.07.2018 tendered by the Controller of Finance, Shri Samuel Ernest J. Ratnakumar.

The Board of Management ratified the decision of the Vice Chancellor to accept the resignation tendered by the officer, contingent on completion of pending tasks listed below:

- a. The completion to the satisfaction of the Chairperson of the proceedings of the Internal Inquiry Committee looking into the allegations made by the officer; and
- b. A satisfactory reply to the letter (dated 31st May 2018) from the office of the Registrar.

Concluding remarks by the Board

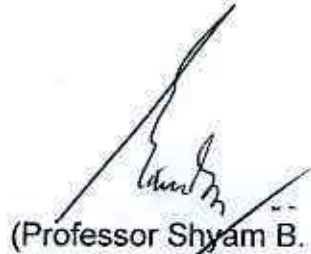
The Vice Chancellor appreciated and thanked for the immense contributions of the members who are nominees of the Government, viz., Professor N.R. Madhava Menon, Dr Kiran Datar, Professor S. Parasuraman and the former member Professor Armaity Desai. The Board applauded their invaluable guidance at critical junctures in the last ten years of the University. He also admired the values attached to the deliberations of the Board by these external members.

The Board noted that this was the last Board meeting being chaired by Professor Shyam B. Menon and it placed on record its deep appreciation for the remarkable work done and academic excellence brought in by Professor Menon. The members appreciated the phenomenal growth of the University competing with other universities such as Jawaharlal Nehru University, University of Delhi and the new central universities created around the same time as AUD, under his outstanding leadership. Also, placed on record the transparent and professional manner in which all the proceedings of the Board were conducted by him.

The meeting ended with a vote of thanks.



(Professor Asmita Kabra)
Registrar (Offg.)



(Professor Shyam B. Menon)
Vice Chancellor

Action Taken Report (ATR) on the Minutes of the 23rd Meeting of the Board of Management held on 02 November 2017

Resol. No.	Decision	Action Taken
1	Resolved to confirm the Minutes of the 22 nd Meeting of the Board of Management held on 02 August 2017, as circulated on 28.08.2017	Recorded
2	<p>Noted the Action Taken Report (ATR) on the Minutes of the 22nd Meeting of the Board of Management held on 02 August 2017.</p> <p>During the discussion on the ATR, the Vice Chancellor informed the Members that the three member Committee headed by Professor Salil Misra, which was constituted on 12.06.2017 to identify the concrete action points from the report of the Task Group (constituted by the Vice Chancellor to deliberate on the concept of Multi-Campus University with reference to AUD) and time line for implementation was yet to submit its report and the same would be placed before the Board in its next meeting.</p>	<p>Recorded</p> <p>The report of the Committee is awaited.</p>
3	<p>During the discussion, the members suggested that the budgetary provisions pertaining to salary and capital expenditure be reworked and made realistic. The Principal Secretary (Finance) suggested that cash book maintained by the University should be closed on daily basis.</p> <p>The Dean (Planning) informed the members that there would be brainstorming on financial model in the next meeting of the Proto-Planning Board of the University.</p> <p>After due deliberation, the Board resolved to approve the Revised Estimates (RE) for the current Financial Year 2017-18 and the Budget Estimates (BE) for the next Financial Year 2018-19, as recommended by the Finance Committee in its 19th Meeting held on the 4th of October, 2017.</p>	<p>Recorded and implemented.</p> <p>Recorded</p> <p>Recorded and implemented. The University Court in its seventh meeting held on 17.11.17 passed and adopted the RE and BE.</p>
4	<p>During the discussion, the Members suggested that the Annual Report of the University should contain an executive summary, pie chart, extract of the Annual Accounts and glimpse of the effect of the fee waiver policy implemented by the University and a research project could be carried out to look at the student data etc.</p> <p>Further, the Members suggested that a separate section on the benchmark achievements of the University be added in the Annual Report before it is brought out in a book form for placing the same on the Legislative Assembly.</p>	<p>Recorded for implementation.</p> <p>The Executive Summary, pie chart, extract of the Annual Accounts and glimpses of the effect of the fee waiver policy, and research projects</p>

Resol. No.	Decision	Action Taken
	After due deliberation, the Board resolved to approve the draft Annual Report of the University for the year 2016-17.	<p>could not be included in the final copy of the Annual Report. A separate section on benchmark achievements could also not be added in a separate section. These will be included in the next Annual Report.</p> <p>The University Court in its seventh meeting held on 17.11.17 passed and adopted the Annual Report.</p>
5	<p>The Board considered the fact that drawing inspiration from Dr Ambedkar's vision of bridging equality and social justice with excellence, the emphasis at AUD is on the need to create sustainable and effective linkages between access to and success in higher education. In the past nine years, the University has introduced and continuously improved upon schemes for the welfare of its staff and students. It has structures and systems in place that promote equity among students and staff in the University such as disability measures, language assistance, fee waivers and other economic assistance, remedial courses for students who need it, and other measures that ensure full participation of each and every University member in the academic, administrative, social and political life of the University.</p> <p>While the University continuously strives to make improvements in its social welfare schemes, there is a need to institutionalise such practices in the form of statutes or structures. In order to ensure sustainability, there is a felt need for an umbrella body – an Equal Opportunity Office that coordinates with various cells, committees and schemes of the University that work towards enhancing equity and equal opportunity for members of the University, including students and staff from various marginalized groups. The Board took note that the Internal Quality Assurance Cell (IQAC) has had several rounds of deliberations on imagining a body such as this and its mandate.</p> <p>As a measure for promoting inclusion and diversity in Educational Institutions, a number of affirmative action programmes and schemes have been initiated by the</p>	Recorded for implementation. The process of setting up an Equal Opportunity Office (EOO) at AUD is on.

Resol. No.	Decision	Action Taken
	<p>Government of India and its agencies, including the UGC Regulations for Promotion of Equity in Higher Educational Institutions (HEI), 2012. As per the Regulations, it is required that every HEI shall promote equality among all sections of the students without prejudice to their belonging to any social group and for this purpose it shall establish an Equal Opportunity Cell (EOC) and appoint an Anti Discrimination Officer who shall not be below the rank of a Professor in the case of a university.</p> <p>After deliberation, the Board resolved to approve the proposal for setting up an Equal Opportunity Office (EOO) at AUD.</p>	
6	<p>The Board took note that the AUD would be completing its tenth year in July 2018 and it would be an opportune moment to take stock of where the University is heading. The members appreciated that from its inception, the attempt at AUD has been to engage in collective reflection as far as possible. Two important instances of reflective processes at AUD include the Mid Term Review in 2012, and preparation of the NAAC Self Study report.</p> <p>The Board considered the following objectives of the proposed Decennial review:</p> <ul style="list-style-type: none"> • to conduct a third party review of the progress made by AUD since inception in terms of its governance processes, structures/mechanisms; Academic rigour and systems; Constituent units including Schools and Center; nature, scale and quality; current status in terms of programmes, research, faculty, student profile and strength; alumni record and feedback; administrative support systems; and emerging priorities and plans for expansion in the next few years. • to generate a process of self-reflection, review and discourse within each unit / level of AUD (to the extent possible) on the above aspects, viz., the vision and mission of AUD, through a process of internal consultations, to provide feedback to the larger review process. • to identify achievements to be celebrated, emerging challenges and potentialities for its growth and expansion. • to make recommendations for the University's expansion and growth while retaining its vision and mission, for the next five years. <p>The Board also took cognizance of the deliberations of the Proto-Planning Board of the University in its First Meeting held on 26.09.2017 about the Decennial Review of the University and instituting a regular evaluation and review mechanism.</p> <p>After due deliberation, the Board resolved to approve the proposal to institute a Decennial Review of AUD and authorized the Vice Chancellor to constitute a committee consisting of eminent personalities and some internal members to deliberate further on the matter.</p>	<p>Recorded for implementation.</p> <p>The final Terms of Reference (ToRs) of the Decennial Review approved by the Vice Chancellor are being placed before the BoM for its ratification. The reports of the Decennial Review Committee and Undergraduate Review Committee are going to be presented to the members of the University Court, BoM and the AC on 21.07.2018.</p>

Resol. No.	Decision	Action Taken																				
	The Board further resolved that the final Terms of Reference (ToRs) of the Decennial Review would be finalized and placed before it for consideration.																					
7	<p>The Board took note that the Committee for Prevention of Sexual Harassment (CPSH) was re-notified on 11 April 2017 (Ref: F.No. AUD/1-38(1)/2014/839) following the election held for student members of CPSH for two campuses of AUD, Kashmere Gate (KG) and Karampura (KP).</p> <p>On approval from the Vice Chancellor as an interim measure, the KG campus CPSH was expanded and the KP campus CPSH was constituted.</p> <p>A panel of 16 external experts to serve on CPSH and to be drawn upon for inquiring into cases and other activities of the CPSH has to be created.</p> <p>The Board resolved to approve the following list of experts as proposed by the Chairperson, CPSH for empanelment:</p> <table border="1" data-bbox="370 931 1201 2031"> <thead> <tr> <th data-bbox="370 931 432 958">Sl</th> <th data-bbox="432 931 765 958">Name and Details</th> <th data-bbox="765 931 827 958">Sl</th> <th data-bbox="827 931 1201 958">Name and Details</th> </tr> </thead> <tbody> <tr> <td data-bbox="370 958 432 1144">1.</td> <td data-bbox="432 958 765 1144">Ms Mudita Mohile Department of English Gargi College University of Delhi muditamohile1@gmail.com (mob): 9891154010</td> <td data-bbox="765 958 827 1144">2.</td> <td data-bbox="827 958 1201 1144">Dr Janaki Abraham Department of Sociology University of Delhi Delhi 110007 janaki.abraham@gmail.com (mob): 9891466735</td> </tr> <tr> <td data-bbox="370 1144 432 1413">3.</td> <td data-bbox="432 1144 765 1413">Ms Deepti Sharma Saheli: Women's resource Centre Above Shop Nos. 105-108 Defence Colony Flyover Market, New Delhi 110024 deedit@gmail.com (mob): 9899019750</td> <td data-bbox="765 1144 827 1413">4.</td> <td data-bbox="827 1144 1201 1413">Dr Parnal Chirmuley Centre for Germanic Studies Jawaharlal Nehru University New Delhi 110067 parnal_chirmuley@yahoo.com (mob): 9999005423</td> </tr> <tr> <td data-bbox="370 1413 432 1816">5.</td> <td data-bbox="432 1413 765 1816">Ms Kalyani Menon-Sen Associate, Gender at Work Feminist Learning Partnerships J-1229 Palam Vihar Gurgaon 122017 INDIA kmenonsen@gmail.com (mob): 9910306382</td> <td data-bbox="765 1413 827 1816">6.</td> <td data-bbox="827 1413 1201 1816">Ms Sumita Hazarika Advocate -on -Record, Supreme Court of India Ch. Add: 235, New Chambers for Lawyers, M.C. Setalvad Block, Opp. Supreme Court of India, New Delhi-1 Postal and Off Add: 3, Birbal Road (Basement), Jungpura Extension, New Delhi – 110014 sumita_h@rediffmail.com (mob): 9811979264</td> </tr> <tr> <td data-bbox="370 1816 432 2031">7.</td> <td data-bbox="432 1816 765 2031">Ms. Dipta Bhog Women's and Education Activist A-38, Defence Colony New Delhi: 110024 diptabhog@gmail.com (mob): 9891400302</td> <td data-bbox="765 1816 827 2031">8.</td> <td data-bbox="827 1816 1201 2031">Dr. Shahana Bhattacharya Department of History Kirori Mal College University of Delhi, Delhi110007 shahanabhattacharya@gmail.com (mob): 9811689967</td> </tr> </tbody> </table>	Sl	Name and Details	Sl	Name and Details	1.	Ms Mudita Mohile Department of English Gargi College University of Delhi muditamohile1@gmail.com (mob): 9891154010	2.	Dr Janaki Abraham Department of Sociology University of Delhi Delhi 110007 janaki.abraham@gmail.com (mob): 9891466735	3.	Ms Deepti Sharma Saheli: Women's resource Centre Above Shop Nos. 105-108 Defence Colony Flyover Market, New Delhi 110024 deedit@gmail.com (mob): 9899019750	4.	Dr Parnal Chirmuley Centre for Germanic Studies Jawaharlal Nehru University New Delhi 110067 parnal_chirmuley@yahoo.com (mob): 9999005423	5.	Ms Kalyani Menon-Sen Associate, Gender at Work Feminist Learning Partnerships J-1229 Palam Vihar Gurgaon 122017 INDIA kmenonsen@gmail.com (mob): 9910306382	6.	Ms Sumita Hazarika Advocate -on -Record, Supreme Court of India Ch. Add: 235, New Chambers for Lawyers, M.C. Setalvad Block, Opp. Supreme Court of India, New Delhi-1 Postal and Off Add: 3, Birbal Road (Basement), Jungpura Extension, New Delhi – 110014 sumita_h@rediffmail.com (mob): 9811979264	7.	Ms. Dipta Bhog Women's and Education Activist A-38, Defence Colony New Delhi: 110024 diptabhog@gmail.com (mob): 9891400302	8.	Dr. Shahana Bhattacharya Department of History Kirori Mal College University of Delhi, Delhi110007 shahanabhattacharya@gmail.com (mob): 9811689967	Recorded for implementation.
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	9. Prof Sadhna Saxena Department of Education 33 A, Chhatra Marg University of Delhi, Delhi: 110007. <u>sadhna1954@gmail.com</u> (mob): 9013289576	10. Ms Indu Jain Department of English Janki Devi Memorial College University of Delhi Sir Ganga Ram Hospital Marg, New Delhi – 110080 <u>indujain81@gmail.com</u> (mob): 9811994081	
	11. Kaveri Sharma Lawyer A-124 Saraswati Vihar, Delhi - 110034 <u>kaverirajan@gmail.com</u> (mob): 9599937616	12. Rukhsana Choudhury Advocate 1080/1, 3rd floor Mehrauli, New Delhi 110030 <u>rukhsanac@gmail.com</u> (mob)98104 37527	
	13. Rituparna Borah Consultant- Gender and Sexuality Nazariya- Queer feminist resource group (Co-founder and Co- Director) Flat no. 7, Neelkanth Apartments, Gadaipur Village, Mandi Road, New Delhi-110030 <u>rituparna.borah@gmail.com</u> (mob) 9999977272	14. Ashok Agarwal Social Jurist, 483 Block II Lawyer Chambers, Delhi High Court, New Delhi 110003 M-9811101923 <u>juristashok@gmail.com</u> (mob) 9811101923	
	15. Dr. Smita M. Patil Assistant Professor School of Gender and Development Studies Block 15 B, New Academic Building IGNOU, Maidan Garhi New Delhi-110068 <u>smita.sanu@gmail.com</u> (mob) 9968150719	16. Prof Shukla Sawant Arts and Aesthetics Jawaharlal Nehru University, New Delhi, Delhi 110 067 <u>shuklasa@mail.jnu.ac.in</u> (mob) 9350561181	
<p>The term of the above panel of experts would be valid for a period of 1 year from the date of approval of the Board i.e., with effect from 02.11.2017.</p>			
8	<p>The Board took note of the following that:</p> <p>(i) It had approved the Annual Accounts of the University for the Financial Year 2016-17 in its 22nd meeting held on 02.08.2017.</p> <p>(ii) Office of the Accountant General (Audit), Delhi had conducted the audit of Annual Accounts of this University for the Financial Year 2016-17 and submitted provisional comments in respect of Separate Audit Report on the Accounts of the University for the year ending 31st March 2017.</p> <p>(iii) The University had responded to their observations.</p> <p>(iv) The provisional comments along with the University's responses were circulated to all the members of the Finance Committee on 18.10.2017 for their comments/ observations.</p>		<p>Recorded for implementation. The University Court in its seventh meeting held on 17.11.17 resolved to pass and adopt the Audited Annual Accounts of the University for the Financial Year 2016-17, along with the provisional comments in</p>

Resol. No.	Decision	Action Taken
	<p>(v) The Finance Committee by circulation resolved to take cognisance of the provisional comments in respect of Separate Audit Report on the Annual Accounts for the Financial Year 2016-17 from the Office of the Accountant General (Audit) Delhi and provisional comments thereof.</p> <p>(vi) Simultaneously, a meeting was also held with the officials of the Accountant General (Audit) Delhi on 25.10.2017 and provisional comments were discussed in detail. Final comments were yet to be received from the Office of the Accountant General (Audit), Delhi.</p> <p>In terms of the provisions of the Dr. B.R. Ambedkar University Delhi Act, 2007, Section 34 and in compliance with the statutory requirement, the Board resolved to approve the provisional comments in respect of Separate Audit Report on the Annual Accounts of the University for the Financial Year 2016-17 from the Office of the Accountant General (Audit) Delhi and provisional comments thereof.</p>	<p>respect of Separate Audit Report on the Accounts of the University for the year that ended on 31 March 2017 from the Office of the Principal Accountant General (Audit).</p>
9	Resolved to ratify the Minutes of the 11 th Meeting of the Academic Council held on 04 August 2017.	Recorded
10	Resolved to ratify the Minutes of the 12 th Meeting of the Academic Council held on 11 October 2017.	Recorded
11	Resolved to ratify the Minutes of the 18 th Meeting of the Finance Committee held on 02 August 2017.	Recorded
12	Resolved to ratify the Minutes of the 19 th Meeting of the Finance Committee held on 04 October 2017.	Recorded
13	Resolved to ratify the Minutes of the Finance Committee for the item considered through circulation to take cognizance of the provisional comments in respect of Separate Audit Report on the Annual Accounts of AUD for the Financial Year 2016-17 from the Office of the Accountant General (Audit), Delhi and provisional comments thereof.	Recorded
14	The Board resolved to ratify the decision of the Vice Chancellor in approving the re-constitution of the Committee for Prevention of Sexual Harassment (CPSH) consequent upon the declaration of results of the election of student representatives for CPSH held 29.03.2017 for Kashmere Gate and Karampura Campuses, which was notified on 11 April 2017.	Recorded
15	The Board resolved to ratify the decision of the Vice Chancellor in approving the empanelment of external experts for Committee for Prevention of Sexual Harassment.	Recorded

Resol. No.	Decision	Action Taken																														
16	Resolved to ratify the decision of the Vice Chancellor in approving the constitution of the Advisory Committee for the Centre for Publishing (CfP) for a period of three years w.e.f. 17.10.2017, which was notified on 17 October 2017.	Recorded																														
17	Resolved to ratify the decision of the Vice Chancellor in approving the re-constitution of the Editorial Board for the Centre for Publishing (CfP) for a period of three years w.e.f. 18.10.2017, which was notified on 18 October 2017.	Recorded																														
18	<p>The Board resolved to ratify the decisions of the Vice Chancellor in approving the recommendations of the Selection Committee meetings as authorized by the Board of Management at its 8th Meeting held on 16 July 2010. The list of recommendations of the Selection Committees held after the 22nd Meeting of Board of Management is as under:</p> <table border="1" data-bbox="360 873 1191 2004"> <thead> <tr> <th data-bbox="360 873 423 952">Sl</th> <th data-bbox="423 873 572 952">Name of Position</th> <th data-bbox="572 873 721 952">Discipline/ School</th> <th data-bbox="721 873 870 952">Vacancies</th> <th data-bbox="870 873 995 952">Date and Time of Meeting</th> <th data-bbox="995 873 1191 952">Recommendations</th> </tr> </thead> <tbody> <tr> <td data-bbox="360 952 423 1198">1</td> <td data-bbox="423 952 572 1198">Professor</td> <td data-bbox="572 952 721 1198">English Language in CELE</td> <td data-bbox="721 952 870 1198">01 on regular basis</td> <td data-bbox="870 952 995 1198">03rd August, 2017</td> <td data-bbox="995 952 1191 1198">The Committee recommended the following in the discipline of English Language, CELE in order of merit: i) Dr.Amol Padwad</td> </tr> <tr> <td data-bbox="360 1198 423 1489">2</td> <td data-bbox="423 1198 572 1489">Associate Professor</td> <td data-bbox="572 1198 721 1489">English Language in CELE</td> <td data-bbox="721 1198 870 1489">02 on regular basis (i) UR-01 (ii) VH-01</td> <td data-bbox="870 1198 995 1489">03rd August, 2017</td> <td data-bbox="995 1198 1191 1489">The Committee recommended the following in the discipline of English Language, CELE in order of merit: i) Dr.Krishna Kalyan Dixit ii) Post to be re-advertised</td> </tr> <tr> <td data-bbox="360 1489 423 1724">3</td> <td data-bbox="423 1489 572 1724">Assistant Professor</td> <td data-bbox="572 1489 721 1724">English Language in CELE</td> <td data-bbox="721 1489 870 1724">SC-1 on regular basis</td> <td data-bbox="870 1489 995 1724">03rd August, 2017</td> <td data-bbox="995 1489 1191 1724">The Committee recommended the following in the discipline of English Language, CELE in order of merit: i) Dr.Monal Manik Dewle</td> </tr> <tr> <td data-bbox="360 1724 423 2004">4</td> <td data-bbox="423 1724 572 2004">Assistant Professor</td> <td data-bbox="572 1724 721 2004">Mathematics in SLS</td> <td data-bbox="721 1724 870 2004">UR-01 on regular basis</td> <td data-bbox="870 1724 995 2004">10th August, 2017</td> <td data-bbox="995 1724 1191 2004">The Committee recommended the following in the discipline of Mathematics in order of merit: i) Dr.Mridul Veer Singh ii) Dr.Sumit Kumar Sharma</td> </tr> </tbody> </table>	Sl	Name of Position	Discipline/ School	Vacancies	Date and Time of Meeting	Recommendations	1	Professor	English Language in CELE	01 on regular basis	03 rd August, 2017	The Committee recommended the following in the discipline of English Language, CELE in order of merit: i) Dr.Amol Padwad	2	Associate Professor	English Language in CELE	02 on regular basis (i) UR-01 (ii) VH-01	03 rd August, 2017	The Committee recommended the following in the discipline of English Language, CELE in order of merit: i) Dr.Krishna Kalyan Dixit ii) Post to be re-advertised	3	Assistant Professor	English Language in CELE	SC-1 on regular basis	03 rd August, 2017	The Committee recommended the following in the discipline of English Language, CELE in order of merit: i) Dr.Monal Manik Dewle	4	Assistant Professor	Mathematics in SLS	UR-01 on regular basis	10 th August, 2017	The Committee recommended the following in the discipline of Mathematics in order of merit: i) Dr.Mridul Veer Singh ii) Dr.Sumit Kumar Sharma	Recorded
Sl	Name of Position	Discipline/ School	Vacancies	Date and Time of Meeting	Recommendations																											
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3	Assistant Professor	English Language in CELE	SC-1 on regular basis	03 rd August, 2017	The Committee recommended the following in the discipline of English Language, CELE in order of merit: i) Dr.Monal Manik Dewle																											
4	Assistant Professor	Mathematics in SLS	UR-01 on regular basis	10 th August, 2017	The Committee recommended the following in the discipline of Mathematics in order of merit: i) Dr.Mridul Veer Singh ii) Dr.Sumit Kumar Sharma																											

Resol. No.	Decision					Action Taken
	5	Assistant Professor	Film Studies in SCCE	UR-01 on regular basis	22 nd August, 2017	The Committee recommended the following in the discipline of Film Studies in order of merit: i) Dr.Vebhuti Duggal ii) Dr.Salma Siddique iii) Dr.Parichay Patra
	6	Associate Professor	Gender Studies in SHS	01 on regular basis	28 August, 2017	The Committee did not find any candidate suitable for the said post.
	7	Assistant Professor	Gender Studies in SHS	UR-1 against leave vacancy till 12.04.2019	28 & 29 th August, 2017	The Committee recommended the following in the discipline of Gender Studies in order of merit: i) Dr.Shelly Pandey ii) Dr.Ketaki Chowkhani iii) Dr.Haripriya Solbam iv) Dr.Sandhya Devesan Nambiar
	8	Professor	Global Studies	01 on regular basis	04 th Sept, 2017	The Committee recommended the following candidate for the post of Professor: i) Dr.Praveen Singh ii) Dr.Karen Gabriel
	9	Librarian	Library	01 on regular basis	11 th Sept, 2017	The Committee recommended the following candidate for the post of Librarian: i) Dr.Debal Chandra Kar
	10	Professor	Social Entrepreneurship	01 on regular basis	29 th September, 2017	The Committee recommended the following candidate for the post of Professor: i) Mr.Mohammad Sharique Farooqi
	11	Associate Professor	Social Entrepreneurship	01 on regular basis	29 th September, 2017	The Committee did not find any candidate suitable for the said post and recommend to readvertise the post.

Resol. No.	Decision						Action Taken	
	12	Assistant Professor	Literary Art in SCCE	UR-1 against Leave Vacancy till 31.03.2018 (likely to be regularized)	10 th October, 2017	The Committee recommended the following in the discipline of Literary Arts in order of merit: i) Dr.Akhil Katyal ii) Dr.Amit Ranjan		
19	The following faculty has been promoted after the recommendations of the duly constituted Selection Committee/Screening Committee after screening and evaluating their applications under Career Advancement Scheme (CAS):						Recorded	
	Sl	Name of the Faculty	School	Previous Designation & Pay Band with AGP	Current designation & Pay Band with AGP			
1	Dr.Kanwal Anil	School of Business, Public Policy, and Social Entrepreneurship		Assistant Professor in the PB-3 with AGP of Rs.6000	Associate Professor in the PB-4 of AGP Rs.9000			
2	Dr.Nidhi Kaicker	School of Business, Public Policy, and Social Entrepreneurship		Assistant Professor in the PB-3 with AGP Rs.6000	Assistant Professor in PB-3 Stage-II with AGP Rs.7000			
3	Dr.Rachana Chaudhary	School of Human Studies		Assistant Professor in the PB-3 with AGP of Rs.8000.	Associate Professor in the PB-4 of AGP Rs.9000			
4	Dr.Anshu Gupta	School of Business, Public Policy, and Social Entrepreneurship		Assistant Professor in the PB-3 with AGP Rs.6000	Assistant Professor in PB-3 Stage-II with AGP Rs.7000			
20	Resolved to ratify the decision of the Vice Chancellor in approving the appointment of the following Deans and Deputy Deans of Divisions:						Recorded	
	<p>a) <u>Deans</u></p> <p>i. Dr. Arindam Banerjee, Associate Professor, SLS appointed as Dean(Offg.), Academic Services w.e.f. 18.08.2017 till further orders in place of Professor Salil Misra who relieved on 17.08.2017.</p> <p>ii. Professor Praveen Singh appointed as Dean, Planning w.e.f. 04.10.2017 for a period of three years.</p> <p>b) <u>Deputy Deans</u></p> <p>i. Dr. Santosh Kr. Singh, Associate Professor, School of Liberal Studies appointed as Deputy Dean, Student</p>							

Resol. No.	Decision	Action Taken																												
	<p>Services (Kashmere Gate Campus) w.e.f. 13.09.2017 for a period of three years.</p> <p>ii. Dr. Richa Awasthi, Assistant Professor, School of Business, Public Policy and Social Entrepreneurship appointed as Deputy Dean, Student Services (Kashmere Gate Campus) w.e.f. 13.09.2017 for a period of three years.</p>																													
21	<p>Resolved to ratify the decision of the Vice Chancellor in approving the confirmation of the following faculty members on completion of probation period:</p> <table border="1" data-bbox="373 674 1201 1122"> <thead> <tr> <th data-bbox="373 674 471 734">Sl No.</th> <th data-bbox="471 674 848 734">Name of the Faculty & Designation</th> <th data-bbox="848 674 1009 734">Date of Joining</th> <th data-bbox="1009 674 1201 734">Date of Confirmation</th> </tr> </thead> <tbody> <tr> <td data-bbox="373 734 471 795">1</td> <td data-bbox="471 734 848 795">Dr. Anandini Dar Assistant Professor, SES</td> <td data-bbox="848 734 1009 795">01.07.2016</td> <td data-bbox="1009 734 1201 795">01.07.2016</td> </tr> <tr> <td data-bbox="373 795 471 855">2</td> <td data-bbox="471 795 848 855">Dr. Shivani Nag Assistant Professor, SES</td> <td data-bbox="848 795 1009 855">01.07.2016</td> <td data-bbox="1009 795 1201 855">01.07.2016</td> </tr> <tr> <td data-bbox="373 855 471 916">3</td> <td data-bbox="471 855 848 916">Dr. Priyasha Kaul Assistant Professor, SLS</td> <td data-bbox="848 855 1009 916">16.08.2016</td> <td data-bbox="1009 855 1201 916">16.08.2016</td> </tr> <tr> <td data-bbox="373 916 471 976">4</td> <td data-bbox="471 916 848 976">Dr. Bodh Prakash Associate Professor, SoL</td> <td data-bbox="848 916 1009 976">05.08.2016</td> <td data-bbox="1009 916 1201 976">05.08.2016</td> </tr> <tr> <td data-bbox="373 976 471 1037">5</td> <td data-bbox="471 976 848 1037">Dr. Anita E Cherian Associate Professor, SCCE</td> <td data-bbox="848 976 1009 1037">01.07.2016</td> <td data-bbox="1009 976 1201 1037">01.07.2016</td> </tr> <tr> <td data-bbox="373 1037 471 1097">6</td> <td data-bbox="471 1037 848 1097">Dr. Amit Singh Assistant Professor, SUS</td> <td data-bbox="848 1037 1009 1097">08.08.2016</td> <td data-bbox="1009 1037 1201 1097">08.08.2016</td> </tr> </tbody> </table>	Sl No.	Name of the Faculty & Designation	Date of Joining	Date of Confirmation	1	Dr. Anandini Dar Assistant Professor, SES	01.07.2016	01.07.2016	2	Dr. Shivani Nag Assistant Professor, SES	01.07.2016	01.07.2016	3	Dr. Priyasha Kaul Assistant Professor, SLS	16.08.2016	16.08.2016	4	Dr. Bodh Prakash Associate Professor, SoL	05.08.2016	05.08.2016	5	Dr. Anita E Cherian Associate Professor, SCCE	01.07.2016	01.07.2016	6	Dr. Amit Singh Assistant Professor, SUS	08.08.2016	08.08.2016	Recorded
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22	<p>Ratification of the decision of the Vice Chancellor in approving the recommendations of the expert committee for re-employment of Professor Ashok Nagpal</p> <p>(a) While ratifying the Minutes of the 11th Meeting of the Academic Council held on 04.08.2017, the Board resolved to ratify the decision of the Vice Chancellor in approving the recommendations of the expert committee for re-employment of Professor Ashok Nagpal after superannuation as Professor (Psychology) in the School of Human Studies w.e.f. 01.09.2017 (AN) for a period of three years, as per the UGC guidelines.</p> <p>(b) During the discussion, the Board noted that it has already ratified in its 22nd meeting the appointment of Dr Rajendra P. Kundu against the position of Professor of Economics in the School of Liberal Studies. It was clarified that this appointment was against the post vacated by Professor Chandan Mukherjee, as is already recorded in the minutes of the 11th meeting of the Academic Council.</p>	Recorded																												
23	<p>Resolved to ratify the decision of the Vice Chancellor in approving the engagement of Professor Valerian Rodrigues as Senior Fellow, Ambedkar Chair at AUD for a period of one year with effect from 01.08.2017.</p>	Recorded																												

Resol. No.	Decision	Action Taken																																																																											
24	Resolved to ratify the decision of the Vice Chancellor in approving the resignation and relieving of Dr. Gogol Mitra Thakur, Assistant Professor (Economics), School of Undergraduate Studies, who had submitted his resignation with effect from 30.11.2017 (FN).	Recorded																																																																											
25	The Board resolved to ratify the 'Code of Discipline for Students' as approved by the Academic Council in its 13 th Meeting held on 30.10.2017.	Recorded																																																																											
26.1	<p>Resolved to note and record the extension of tenure/new joining of the following contractual/temporary/visiting appointments for the Monsoon Semester 2017 in various Schools/ Centres:</p> <table border="1" data-bbox="363 750 1188 2002"> <thead> <tr> <th data-bbox="363 750 435 824">Sl. No</th> <th data-bbox="435 750 603 824">School/ Centre/ Division Name</th> <th data-bbox="603 750 859 824">Name of the Faculty and position</th> <th data-bbox="859 750 1042 824">Discipline</th> <th data-bbox="1042 750 1188 824">Till</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>School of Liberal Studies</td> <td>Mr. Pranav Trigunayat, Assistant Professor</td> <td>Economics</td> <td>31.12.2017</td> </tr> <tr> <td>2</td> <td>School of Human Ecology</td> <td>Dr. Budhaditya Das, Assistant Professor</td> <td>Human Ecology</td> <td>31.12.2017</td> </tr> <tr> <td>3</td> <td>School of Law, Governance and Citizenship</td> <td>Mr. Siddharth Narrain, Assistant Professor</td> <td>LLS</td> <td>31.12.2017</td> </tr> <tr> <td>4</td> <td>School of Vocational Studies</td> <td>Ms. Fariha Siddiqui Programme Manager</td> <td>Tourism</td> <td>30.07.2018</td> </tr> <tr> <td>5</td> <td>School of Undergraduate Studies</td> <td>Dr. Swati Shresth, Assistant Professor</td> <td>Environmental Studies</td> <td>31.07.2018</td> </tr> <tr> <td>6</td> <td>School of Undergraduate Studies</td> <td>Dr. Gulshan Bano, Assistant Professor</td> <td>Hindi</td> <td>31.07.2018</td> </tr> <tr> <td>7</td> <td>School of Vocational Studies</td> <td>Mr. Dinesh Kumar Krush Programme Manager</td> <td>Tourism</td> <td>31.07.2018</td> </tr> <tr> <td>8</td> <td>School of Undergraduate Studies</td> <td>Ms. Mousumi Mandal Assistant Professor</td> <td>English Literature</td> <td>31.07.2018</td> </tr> <tr> <td>9</td> <td>School of Undergraduate Studies</td> <td>Dr. DML Haokip Assistant Professor</td> <td>Political Science</td> <td>31.07.2018</td> </tr> <tr> <td>10</td> <td>School of Vocational Studies</td> <td>Dr. Cheryl R. Jacob Programme Manager</td> <td>Tourism</td> <td>31.07.2018</td> </tr> <tr> <td>11</td> <td>School of Undergraduate Studies</td> <td>Ms. Rachana Shokhanda, Assistant Professor</td> <td>Maths</td> <td>04.08.2018</td> </tr> <tr> <td>12</td> <td>School of Undergraduate Studies</td> <td>Dr. Awadhesh Kr. Tripathi, Assistant Professor</td> <td>Hindi</td> <td>15.08.2018</td> </tr> <tr> <td>13</td> <td>School of Undergraduate Studies</td> <td>Mr. Shiv Kumar, Assistant Professor</td> <td>English Language</td> <td>16.08.2018</td> </tr> <tr> <td>14</td> <td>School of Vocational Studies</td> <td>Mr. Nikhil Singh Charak Programme Manager</td> <td>Tourism</td> <td>20.08.2018</td> </tr> </tbody> </table>	Sl. No	School/ Centre/ Division Name	Name of the Faculty and position	Discipline	Till	1	School of Liberal Studies	Mr. Pranav Trigunayat, Assistant Professor	Economics	31.12.2017	2	School of Human Ecology	Dr. Budhaditya Das, Assistant Professor	Human Ecology	31.12.2017	3	School of Law, Governance and Citizenship	Mr. Siddharth Narrain, Assistant Professor	LLS	31.12.2017	4	School of Vocational Studies	Ms. Fariha Siddiqui Programme Manager	Tourism	30.07.2018	5	School of Undergraduate Studies	Dr. Swati Shresth, Assistant Professor	Environmental Studies	31.07.2018	6	School of Undergraduate Studies	Dr. Gulshan Bano, Assistant Professor	Hindi	31.07.2018	7	School of Vocational Studies	Mr. Dinesh Kumar Krush Programme Manager	Tourism	31.07.2018	8	School of Undergraduate Studies	Ms. Mousumi Mandal Assistant Professor	English Literature	31.07.2018	9	School of Undergraduate Studies	Dr. DML Haokip Assistant Professor	Political Science	31.07.2018	10	School of Vocational Studies	Dr. Cheryl R. Jacob Programme Manager	Tourism	31.07.2018	11	School of Undergraduate Studies	Ms. Rachana Shokhanda, Assistant Professor	Maths	04.08.2018	12	School of Undergraduate Studies	Dr. Awadhesh Kr. Tripathi, Assistant Professor	Hindi	15.08.2018	13	School of Undergraduate Studies	Mr. Shiv Kumar, Assistant Professor	English Language	16.08.2018	14	School of Vocational Studies	Mr. Nikhil Singh Charak Programme Manager	Tourism	20.08.2018	Recorded
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	16	School of Undergraduate Studies	Dr. Priyanka, Assistant Professor	Political Science	13.09.2018																																																													
	17	School of Undergraduate Studies	Dr. Shireen Mirza, Assistant Professor	Sociology	18.09.2018																																																													
	18	CECED	Professor Vrinda Datta	Education	02.10.2018																																																													
	19	School of Human Studies	Dr. Shelly Pandey, Assistant Professor	Gender Studies	12.04.2019																																																													
	20	Centre for Community Knowledge	Mr. Surajit Sarkar, Coordinator (Programmes)	-	13.08.2019																																																													
26.2	<p>Resolved to note and record the new joining of regular faculty as per the recommendations of the Selection Committees in various Schools/Centres, as under:</p> <table border="1"> <thead> <tr> <th>Sl. No</th> <th>School/ Division Name</th> <th>Name of Faculty and Position</th> <th>Discipline</th> <th>Joining Date</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>School of Liberal Studies</td> <td>Dr. Jyotirmoy Bhattacharya, Associate Professor</td> <td>Economics</td> <td>28.07.2017 (FN)</td> </tr> <tr> <td>2.</td> <td>School of Law, Governance and Citizenship</td> <td>Ms. Saumya Uma, Assistant Professor,</td> <td>Law & Legal Studies</td> <td>31.07.2017 (FN)</td> </tr> <tr> <td>3.</td> <td>School of Law, Governance and Citizenship</td> <td>Mr. S R Prabakaran, Assistant Professor</td> <td>Law & Legal Studies</td> <td>01.08.2017 (FN)</td> </tr> <tr> <td>4.</td> <td>School of Undergraduate Studies</td> <td>Dr. Krishna Ram, Assistant Professor</td> <td>Economics</td> <td>16.08.2017 (AN)</td> </tr> <tr> <td>5.</td> <td>School of Liberal Studies</td> <td>Dr. Mradul Veer Singh, Assistant Professor</td> <td>Mathematics</td> <td>18.08.2017 (FN)</td> </tr> <tr> <td>6.</td> <td>SLGC</td> <td>Dr. Anushka Singh, Assistant Professor</td> <td>Law & Legal Studies</td> <td>22.08.2017 (FN)</td> </tr> <tr> <td>7.</td> <td>School of Culture and Creative Expressions</td> <td>Dr. Vebhuti Duggal, Assistant Professor</td> <td>Film Studies</td> <td>31.08.2017 (FN)</td> </tr> <tr> <td>8.</td> <td>-</td> <td>Prof. Praveen Singh</td> <td>Global Studies</td> <td>06.09.2017 (FN)</td> </tr> <tr> <td>9.</td> <td>Centre for English Language Education</td> <td>Dr. Monal M Dewle, Assistant Professor</td> <td>English Language</td> <td>11.09.2017 (FN)</td> </tr> <tr> <td>10.</td> <td>Library</td> <td>Dr. Debal C. Kar, Librarian</td> <td>-</td> <td>12.09.2017 (FN)</td> </tr> <tr> <td>11.</td> <td>School of Liberal Studies</td> <td>Professor Rajendra P. Kundu</td> <td>Economics</td> <td>04.10.2017 (FN)</td> </tr> </tbody> </table>					Sl. No	School/ Division Name	Name of Faculty and Position	Discipline	Joining Date	1.	School of Liberal Studies	Dr. Jyotirmoy Bhattacharya, Associate Professor	Economics	28.07.2017 (FN)	2.	School of Law, Governance and Citizenship	Ms. Saumya Uma, Assistant Professor,	Law & Legal Studies	31.07.2017 (FN)	3.	School of Law, Governance and Citizenship	Mr. S R Prabakaran, Assistant Professor	Law & Legal Studies	01.08.2017 (FN)	4.	School of Undergraduate Studies	Dr. Krishna Ram, Assistant Professor	Economics	16.08.2017 (AN)	5.	School of Liberal Studies	Dr. Mradul Veer Singh, Assistant Professor	Mathematics	18.08.2017 (FN)	6.	SLGC	Dr. Anushka Singh, Assistant Professor	Law & Legal Studies	22.08.2017 (FN)	7.	School of Culture and Creative Expressions	Dr. Vebhuti Duggal, Assistant Professor	Film Studies	31.08.2017 (FN)	8.	-	Prof. Praveen Singh	Global Studies	06.09.2017 (FN)	9.	Centre for English Language Education	Dr. Monal M Dewle, Assistant Professor	English Language	11.09.2017 (FN)	10.	Library	Dr. Debal C. Kar, Librarian	-	12.09.2017 (FN)	11.	School of Liberal Studies	Professor Rajendra P. Kundu	Economics	04.10.2017 (FN)	Recorded
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26.3	<p>Resolved to note and record the grant of Maternity Leave/Child Care Leave to the following faculty members:</p> <ol style="list-style-type: none"> 1. Dr. Kalindi Maheshwari, Assistant Professor, School of Business, Public Policy and Social Entrepreneurship has been granted Maternity Leave for 180 days from 29.08.2017 to 24.02.2018. 2. Dr. Pallavi Chakravarty, Assistant Professor, School of Liberal Studies has been granted Maternity Leave for 180 days from 01.10.2017 to 29.03.2018 					Recorded																																																												

Resol. No.	Decision	Action Taken
	<p>3. Dr. Richa Awasthi, Assistant Professor, School of Business, Public Policy and Social Entrepreneurship has been granted Child Care Leave for 07 days from 12.10.2017 to 18.10.2017</p> <p>4. Dr. Dharitri Chakravarty, Assistant Professor, School of Liberal Studies has been granted Child Care Leave for 266 days from 01.01.2018 to 23.09.2018</p>	
26.4	Resolved to note and record the re-joining of Ms. Shefalee Jain, Assistant Professor, SCCE, who joined on 08.09.2017 after availing Study Leave for one year.	Recorded
26.5	<p>Resolved to note and record the grant of extension of joining time to the following candidates who were selected for different faculty positions:</p> <p>1. Mr. MS Farooqi, who was offered appointment as Professor, Social Entrepreneurship has accepted the offer and requested for extension of joining time upto 31st October, 2017, which was accepted by the University</p> <p>2. Dr. Krishna Kalyan Dixit, who was offered appointment as Associate Professor, Centre for English Language Education has accepted the offer and requested for extension of joining time upto 10th December, 2017, which was accepted by the University.</p> <p>3. Dr. Malabika Pal, who was offered appointment as Associate Professor, School of Law, Governance and Citizenship has accepted the offer and requested for extension of joining time upto 01st January, 2018, which was accepted by the University</p> <p>4. Dr. Anuj Bhuwania, who was offered appointment as Associate Professor, School of Law, Governance and Citizenship has accepted the offer and requested for extension of joining time upto 08th January, 2018, which was accepted by the University</p> <p>5. Dr. Akhil Katyal, who was offered appointment as Assistant Professor (Literary Art) has accepted the offer and requested for extension of joining time upto 16th January, 2018, which was accepted by the University.</p> <p>6. Dr. Amol Padwad, who was offered appointment as Professor, Centre for English Language Education has accepted the offer and requested for extension of joining time upto 01st March, 2018, which was accepted by the University.</p>	Recorded
26.6	<p>Resolved to note and record the appointment of the following Deans/ Deputy Dean of Schools and Director of a Centre:</p> <p>a) <u>Deans of Schools</u></p> <p>i. Professor Salil Misra, appointed as Dean(I/c), School of Education Studies w.e.f. 05.08.2017 till further orders.</p>	Recorded

Resol. No.	Decision	Action Taken
	<ul style="list-style-type: none"> ii. Professor Suchitra Balasubrahmanyam appointed as Dean, School of Design w.e.f. 05.08.2017 for a period of three years in place of Professor Jatin Bhatt who was relieved on 04.08.2017 iii. Professor Tanuja Kothiyal appointed as Dean, School of Undergraduate Studies w.e.f. 22.08.2017 for a period of three years in place of Professor Rachana Johri who was relieved on 21.08.2017. iv. Mr. Akha K. Mao, Associate Professor, SVS appointed as Dean(Offg.), School of Vocational Studies w.e.f. 23.08.2017 till further orders. v. Professor Krishna Menon appointed as Dean, School of Human Studies w.e.f. 02.09.2017 for a period of three years in place of Professor Ashok Nagpal who was relieved on 01.09.2017. b) <u>Director of a Centre</u> <ul style="list-style-type: none"> i. Professor Praveen Singh appointed as Director, Centre for English Language Education w.e.f. 08.09.2017 till further orders in place of Professor Salil Misra who was relieved on 07.09.2017. c) <u>Deputy Dean of a School</u> <ul style="list-style-type: none"> i. Dr. Pranay Goswami, Assistant Professor, School of Liberal Studies appointed as Deputy Dean, School of Undergraduate Studies (Kashmere Gate Campus) w.e.f. 29.08.2017 for a period of three years in place of Dr. Tanuja Kothiyal who was relieved on 21.08.2017. 	
26.7	<p>Resolved to note and record the appointment of the following Programme Coordinators by the Vice Chancellor in different Schools for a two year term beginning Winter Semester 2017 based on the principle of rotation by seniority:</p> <ul style="list-style-type: none"> (i) Dr. Anil Persaud, Assistant Professor, SLS appointed as Programme Coordinator for the BA (History) Programme in School of Undergraduate studies with effect from 21.08.2017 for a period of two years. (ii) Mr. Moggallan Bharti, Assistant Professor, SDS appointed as Programme Coordinator for the BA (SSH Programme) in the School of Undergraduate Studies with effect from 21.08.2017 for a period of two years. (iii) Ms. Divya Chopra, Assistant Professor, SDes appointed as Programme Coordinator for the MDes Programme in School of Design with effect from 29.08.2017 for a period of two years. (iv) Dr. Manish Jain, Assistant Professor, SES appointed as Programme Coordinator for MA (Education) programme in School of Education Studies with effect from 29.08.2017 for a period of two years. 	Recorded

Resol. No.	Decision	Action Taken
	<p>(v) Professor Rachana Johri, SHS appointed as Programme Coordinator for Ph.D Psychology Programme in the School of Human Studies with effect from 29.08.2017 for a period of two years.</p> <p>(vi) Dr. Jyotirmoy Bhattacharya, Associate Professor, SLS as Programme Coordinator for BA (Economics) Programme in the School of Undergraduate Studies with effect from 29.08.2017 for a period of two years.</p> <p>(vii) Dr. Kranti Kumar, Assistant Professor, SLS as Programme Coordinator for BA (Mathematics) Programme in the School of Undergraduate Studies with effect from 29.08.2017 for a period of two years.</p> <p>(viii) Professor Denys Leighton, SLS appointed as Programme Coordinator for M.Phil & Ph.D (History Programme) in the School of Undergraduate Studies with effect from 06.09.2017 for a period of two years.</p>	
26.8	Resolved to note and record the Institutional Development Proposal (IDP) 2016-17 submitted for Rashtriya Uchchar Shiksha Abhiyan (RUSA), which was ratified by the Proto-Planning Board in its First Meeting held on 26.09.2017.	Recorded
26.9	Resolved to note and record the status report on development of new campuses of AUD since its last meeting.	Recorded
27.1	<p>During the meeting, the Board took cognizance of the following:</p> <p>i. Ten Scholars, who have registered for MPhil/PhD are Junior Research Fellowship / Senior Research Fellowship holders of the University Grants Commission (UGC);</p> <p>ii. Six of these Scholars have not been receiving the fellowship amount from the UGC for some time; and</p> <p>iii. This situation has created hardships to the Research Scholars.</p> <p>In the light of the above, the Board resolved to approve the following:</p> <p>a. A loan as interim relief be sanctioned to the Research Scholars till they receive their fellowship amount from the UGC;</p> <p>b. Sanctioning loan to the Scholars be from the Student Welfare Fund of the University and this be managed by the Student Welfare Fund Management Committee; and</p> <p>c. All legal processes, requirements and guarantees that normally go with loans be complied with.</p>	<p>Recorded</p> <p>Recorded for implementation.</p>
27.2	The Board resolved to authorize the Vice Chancellor to approve the adoption of revised pay scales as per the recommendations of the Seventh Central Pay Commission report after the issuance of necessary orders from the University Grants Commission and the Govt. of NCT of Delhi.	Recorded. The GNCT of Delhi is yet to issue the order for implementation.

Resol. No.	Decision	Action Taken
27.3	The Board resolved to approve the constitution of Works Committee of the University, vide Notification dated 31 August 2017 and re- constitution of the same, vide Notification dated 06 September 2017.	Recorded for implementation.

Resolution of the Board of Management through circulation regarding the proposal to finalize a Jury Member against the category of "Eminent Architect" for evaluating the proposals for Comprehensive Design Consultancy Services for AUD Campus Development at Dheerpur

The Board of Management considered through circulation the Agenda item, vide **Enclosure-I**, regarding the proposal to finalize a Jury Member against the category of "Eminent Architect" for evaluating the proposals for Comprehensive Design Consultancy Services for AUD Campus Development at Dheerpur, Delhi.

The Board considered the following names which were short listed in order of preference after due deliberations against the category of "Eminent Architect" out of the composition of the Jury approved by it earlier:

- (i) Ar. Prem Chandavarkar, Bengaluru
- (ii) Ar. Sanjay Mohe, Bengaluru
- (iii) Ar. Gautam Bhatia, New Delhi

The Board considered the urgency in the matter and **resolved** to approve the above panel of eminent architects so as to ensure availability of alternative expert in the category of "Eminent Architect" in the event that an expert from the panel is unavailable for any reason.

Sd/-
(Professor Asmita Kabra)
Registrar (Offg.)
08.01.2018

Sd/-
(Professor Shyam B Menon)
Vice Chancellor
08.01.2018

Agenda item for consideration by the Board of Management through circulation

To consider the proposal to finalize a Jury Member against the category of "Eminent Architect" for evaluating the proposals for Comprehensive Design Consultancy Services for AUD Campus Development at Dheerpur

On the recommendations of the Campus Development Division of the Ambedkar University Delhi (AUD), the Board of Management (BoM) in its 21st Meeting held on 13.02.2017 approved the composition of the Jury comprising of various expertise for a holistic evaluation of the Technical Bids for selecting most appropriate Comprehensive Design Consultancy Services firm, vide Resolution No. 6.1. The extract of the BoM minutes on this is at **Annexure-I**, for ready reference.

2. Apart from the nature of expertise to be represented in the Jury, the Board had also approved two persons by name: Professor Deepak Nayyar as an eminent educationalist as Chairman and Ar. Balkrishna Doshi as an Eminent Architect in the above meeting.

3. Subsequently, the BoM in its 22nd Meeting held on 02.08.2017 approved (vide Resolution No. 12.1) the revised structure of the Jury with specific names in order of preference for each category to ensure that in case of unavailability of a particular expert, AUD could approach next expert on the list so as to ease the process of final Jury constitution for the selection of Comprehensive Design Consultancy Services. The extract of the BoM minutes on this is at **Annexure-II**, for reference.

4. All the experts in all categories from the list approved by the Board have consented to be on the Jury except under the category of "Eminent Architect". Both the experts namely Ar. Balkrishna Doshi and Ar. Brinda Somaya have communicated their inability to be available as the former due to travel restrictions because of old age and the latter due to prior commitments though they had given their consent earlier. Their unavailability at this point of time is an unexpected development.

5. The composition of the Jury as approved by the BoM and names finalized against each category except "Eminent Architect" listed at No. ii is as under:

- | | |
|---------------------------------------|---|
| i. Eminent Educationist | : Professor Deepak Nayyar – Chairman |
| ii. Eminent Architect | : To be decided |
| iii. Director, Campus Development AUD | : Professor Jatin Bhatt – Member & Convener |
| iv. Eminent Urban Designer | : Ar. S.K. Das |
| v. Eminent Landscape Architect | : Ar. Savita Punde |
| vi. Energy and Environment Expert | : Ar. Sanjay Prakash |
| vii. A Representative of PWD, GNCTD | : Mr. Manu Amitabh, SPM (Housing), PWD |

6. As per the RFP document finalized by AUD, the Public Works Department, Govt. of NCT of Delhi had called for proposals from design firms to submit their Technical Bids and Financial Bids by 16 December 2017. The process of evaluating the Bids as per the RFP document is already under way and is expected to be completed by 08 January 2018.

7. The presentations to the Jury are scheduled in the 2nd/ 3rd week of February 2018 for qualifying bidders to make a detailed presentation to the Jury. In order to hold the Jury as per the above schedule, a list of probables in order of preference under the "Eminent Architect" category at Serial No. ii (under para 5 above) of the **Jury constitution needs to be finalized immediately in order to inform the expert the schedule of the Jury well in advance.**

Contd....2/-

From pre-page

8. For Serial No. ii under para 5 above (on pre-page), the following names have been short listed in order of preference after due deliberations:

- (iv) Ar. Prem Chandavarkar, Bengaluru
- (v) Ar. Sanjay Mohe, Bengaluru
- (vi) Ar. Gautam Bhatia, New Delhi

Profiles of the proposed experts above are at **Annexure-III**, for reference.

In the light of the above, it is **proposed** that the panel of eminent architects as listed under **para 8 above** may please be considered and approved by the Board of Management, so as to ensure availability of alternative expert in the category of "Eminent Architect" in the event that an expert from the panel is unavailable for any reason.



AMBEDKAR UNIVERSITY DELHI

MINUTES OF THE 21ST MEETING OF THE BOARD OF MANAGEMENT
HELD ON 13 FEBRUARY 2017 IN THE PRIVATE DINING HALL AT THE
INDIA INTERNATIONAL CENTRE, LODHI ROAD, NEW DELHI

PRESENT

- | | | |
|----|--|-------------|
| 1. | Professor Shyam B Menon
Vice Chancellor | Chairperson |
| 2. | Professor N.R. Madhava Menon
(Nominee of the Government of NCT of Delhi) | Member |
| 3. | Dr. Kiran Datar
(Nominee of the Government of NCT of Delhi) | Member |
| 4. | Shri Sanjiv Nandan Sahai
Principal Secretary (Finance), Govt. of NCT of Delhi | Member |
| 5. | Smt. Punya Salila Srivastava
Secretary (Higher Education), Govt. of NCT of Delhi | Member |
| 6. | Professor Ashok Nagpal, Dean, School of Human Studies
(Nominee of the Chancellor) | Member |
| 7. | Professor Jatin Bhatt, Dean, School of Design
(Nominee of the Chancellor) | Member |
| 8. | Professor Salil Misra, School of Liberal Studies
(Nominee of the Chancellor) | Member |
| 9. | Dr. M.A. Sikandar
Registrar | Secretary |

Special invitees

10. Shri J. Ernest Samuel Ratnakumar
Controller of Finance
11. Dr. Praveen Singh
Associate Professor and Dean (Offg.), Planning
12. Dr. Diamond Oberoi Vahali
Associate Professor, School of Liberal Studies
13. Shri N.K. Verma
Co-Director (Technical), Campus Development

- (iii) Resolved to approve the recommendations of the Statutory Selection Committees (15 & 30 November 2016) for the three posts of Deputy Registrar against the open advertisement dated 9.6.2016 as under:

On Direct Recruitment - Unreserved Category

(1) Shri Manish Kumar Sharma

On deputation (Initially for a period of one year)

(1) Shri Anil Kumar

For direct recruitment – OBC Delhi Category

One post may be re-advertised as none of the three candidates, appeared for the interview was found suitable.

- (iv) Resolved to approve the recommendations of the Statutory Selection Committee (held on 08.11.2016) for the post of Deputy Registrar on deputation by way of nomination, initially for a period of one year.

(1) Dr Lokesh Garg

- 6.1 Draft Memorandum of Understanding (MoU) to be signed by the University with the Public Works Department, Govt. of NCT of Delhi for the development of new campuses of the University at Rohini and Dheerpur (Phase-1), draft Request For Proposal (RFP) document for Comprehensive Consultancy Services for Planning, Designing and Development of the New Campuses of Ambedkar University Delhi at Dheerpur (Phase-1) and constitution of the Jury for the Design competition

(i) Memorandum of Understanding (MoU) between AUD and PWD

Director, Campus Development presented the above item and briefed the members that a Memorandum of Understanding (MoU) was required to be signed between Ambedkar University Delhi (AUD) and Public Works Department (PWD), Govt. of NCT of Delhi for the development of new AUD campuses at Dheerpur and Rohini on deposit work basis. The said MoU would define the roles and responsibilities of PWD and AUD for the smooth execution of the Dheerpur and Rohini projects within the sanctioned cost and time by the Govt. of NCT of Delhi for these projects.

Accordingly, a draft MoU has been prepared jointly by the AUD and the PWD on the basis of CPWD guidelines after having several rounds of discussions. He further informed the members that as per the proposed MoU, the RFP document for the appointment of Consultant would be approved by the University and a Jury would be constituted by AUD for the selection of Consultants for Dheerpur and Rohini which would

include a representative of PWD. Based on the recommendations of the Jury, AUD would approve the selection of the Consultant and thereafter PWD would appoint the Consultant. This procedure has been duly approved by the Hon'ble Deputy Chief Minister of Delhi on 10.08.2016.

The Principal Secretary (Finance), GNCTD observed that the proposed MoU should have sufficient safeguards for ensuring that there were no delays in the execution of works and cost overruns with well-defined roles and responsibilities of AUD, PWD and the Consultant. In response to these observations, Director, CD informed the members that the roles and responsibilities of PWD as well as AUD have been clearly defined in the proposed MoU. As far as the roles, responsibilities and liabilities of the Consultants are concerned, the same have been taken care of in the terms and conditions of their appointments in the Request For Proposal (RFP) document. Director, Campus Development also informed the members that AUD being a statutory body established through an Act of the Legislative Assembly of NCT of Delhi, the PWD is not charging any departmental fees for implementing the projects and hence there is no provision of any penalty against PWD in the proposed MoU.

The Principal Secretary (Finance) observed that since the total expenditure on the development of these campuses of AUD was to be funded by Govt. of NCT of Delhi, the responsibilities of PWD and AUD of the project would be suitably incorporated at the time of concurring with the EFC proposals by the Finance Department for these projects.

(ii) Request For Proposal (RFP) document

Director, CD stated that a draft Request For Proposal (RFP) document for appointment of Consultant for providing Comprehensive Consultancy Services towards planning, designing and development of new AUD campus at Dheerpur, has been prepared jointly by PWD and AUD. This draft RFP document is based on the approval accorded by the BoM in its 20th Meeting held on 03 November 2016. He further informed the members that one change has been proposed in the said RFP document in the weightage criteria i.e. Technical Bid - 80% weightage; Financial Bid - 20% weightage instead of 70% and 30% weightages for Technical and Financial Bids respectively. This change in the weightages will be incorporated in the final RFP only in the case this is approved by the GNCTD; otherwise the original weightage of 70% and 30% for Technical and Financial Bids respectively will be retained in terms of the original approval of the BoM in its 20th Meeting held on 03.11.2016. He informed the members that presently both the draft MoU and RFP documents were being processed by the PWD and it was likely to be finalized soon.




(iii) Composition of Jury for selection of Consultants

Director, Campus Development (CD) informed that the BoM in its 18th Meeting held on 08 October 2015 and 02 November 2015 (adjourned) approved the constitution of a Jury for conducting and judging the Design Competition for both Dheerpur and Rohini campuses of AUD. This Jury had five members as given below:

- | | |
|--|-----------------|
| 1. Professor Deepak Nayyar | Chairman |
| 2. Director, Campus Development, AUD | Member Convener |
| 3. Dean, School of Design AUD | Member |
| 4. Shri Balakrishna Doshi | Member |
| 5. An Architect with expertise in landscape and Environmental and Urban Design | Member |

Director, Campus Development informed the members that considering the emphasis on energy efficiency of the new campuses, it has been proposed to have ^{an} Urban ^{Designer} & Landscape Designer and Energy & Environment Expert also on the Jury in addition to the composition already approved by the BoM. Keeping the nature and present requirement of the projects, a revised composition of Jury with eminent experts has been proposed as under:

1. Professor Deepak Nayyar (Eminent Educationist) – Chairman
2. Ar. BalKrishna Doshi (Eminent Architect)
3. Director, Campus Development, AUD – Member & Convener
4. One Urban Designer
5. One Landscape Designer
6. One Energy & Environment Expert
7. A Representative of PWD, GNCTD

After due deliberations, the Board approved the draft MoU and RFP documents (Appendix-5) and also the revised composition of Jury with 7 members as mentioned above. The Board also authorized the Vice Chancellor to approve the MoU and RFP documents with minor corrections / modifications, if required by PWD.

6.2 Status of Campus Development at Dheerpur and Rohini

Resolved to note and record the status of various activities so far under taken for this development of new campuses at Dheerpur and Rohini, vide (Appendix-6). Director, Campus Development brought to the notice of the members that a specific development that had happened for Dheerpur site with regard to shifting of 33/11 KV overhead HT/LT lines. He informed that an allotment letter from DDA was received on 10 February 2017 for 15 × 15 meter of land (225 sq. meters) outside AUD's



AMBEDKAR UNIVERSITY DELHI

MINUTES OF THE 22ND MEETING OF THE BOARD OF MANAGEMENT HELD ON 02 AUGUST 2017 IN THE PRIVATE DINING HALL AT THE INDIA INTERNATIONAL CENTRE, LODHI ROAD, NEW DELHI

PRESENT

- | | | |
|----|--|-------------|
| 1. | Professor Shyam B Menon
Vice Chancellor | Chairperson |
| 2. | Professor N.R. Madhava Menon
(Nominee of the Government of NCT of Delhi) | Member |
| 3. | Dr. Kiran Datar
(Nominee of the Government of NCT of Delhi) | Member |
| 4. | Smt. Punya Salila Srivastava
Secretary (Higher Education), Govt. of NCT of Delhi | Member |
| 5. | Professor Ashok Nagpal, Dean, School of Human Studies
(Nominee of the Chancellor) | Member |
| 6. | Professor Jatin Bhatt, Dean, School of Design
(Nominee of the Chancellor) | Member |
| 7. | Professor Salil Misra, Dean, Academic Services
(Nominee of the Chancellor) | Member |
| 8. | Dr. M.A. Sikandar
Registrar | Secretary |

Special Invitees

9. Shri J. Ernest Samuel Ratnakumar
Controller of Finance
10. Dr. Praveen Singh
Associate Professor and Dean (Offg.), Planning
11. Dr. Diamond Oberoi Vahali
Associate Professor, School of Letters
12. Dr. Oinam Hemlata Devi
Assistant Professor, School of Human Ecology
13. Professor Anup Kumar Dhar
School of Human Studies

Any other items with the permission of the Chair

- 12.1 Recommendations of the Committee constituted by the Vice Chancellor to recommend suitable names of Jury Members for Selection of Consultant for the development of new campuses of AUD at Dheerpur and Rohini

The Board took note of a Committee constituted by the Vice Chancellor on 13.07.2017 consisting of the following to shortlist the Jury panel for selection of Consultant for the development of new campuses of AUD at Dheerpur and Rohini, as per the revised composition approved in its 21st meeting held on 13.02.2017:

- (i) Director, Campus Development, AUD (Professor Jatin Bhatt)
- (ii) Co-Director (Technical), Campus Development, AUD (Shri N.K. Verma)
- (iii) Dr. Rohit Negi, Assistant Professor, School of Human Ecology, AUD

The Committee recommended the panel of names against three categories i.e. (a) Urban Designer/ Planner; (b) Landscape and Environment Designer and (c) Environment and Sustainability Expert as detailed below:

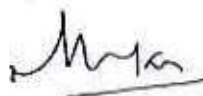
Category	Names (in order of preference)
Urban Designer/ Planner	1) Mr Rahul Mehrotra (Harvard University, USA) 2) Mr S K Das (Delhi) 3) Mr Anuraag Chowla (Delhi)
Landscape and Environment Designer/ Architect	1) Ms Savita Punde (Mumbai) 2) Mr Mohan S Rao (Bangalore) 3) Mr Aniket Bhagwat (Ahmedabad)
Environment and Sustainability Expert	1) Mr Sanjay Prakash (Delhi) 2) Mr Ashok B Lall (Delhi) 3) Mr Rajan Rawal (Ahmedabad)

The Committee also recommended that in case of non-availability of Ar. Balkrishna Doshi, Eminent Architect Category against (ii) above, Ms Brinda Somaya, a practicing Architect from Mumbai may be nominated as an alternative member of the Jury.

After due deliberations, the Board resolved to approve the above recommendations of the Committee. The Minutes of the Committee dated 01.08.2017 and the brief background of the Jury panel are at Appendix-16.

- 12.2 Allotment of the Old Library Building of DCE/ Boys Hostel of GGSIP University across the Madarsa Road at Kashmere Gate for expansion of AUD

The Vice Chancellor informed the members that a proposal for taking over the possession of the Old Library Building of DCE/ Boys Hostel of GGSIP University across the Madarsa Road at Kashmere Gate by the University




Minutes of Meeting of the Committee held on 01.08.2017 at 2.00 pm in the office of Director, Campus Development for short listing the names of Jury members for selection of Consultant for new campuses of AUD at Dheerpur and Rohini

The following members were present in the meeting:

- (i) Prof Jatin Bhatt, Director, CD
- (ii) Dr Rohit Negi, Assistant Professor, SHE
- (iii) Mr N K Verma, Co-Director (Technical), CD

Prof Jatin Bhatt (Director, CD) welcomed the members and gave a background brief for the short listing of the names of the Jury members. He stated that the Board of Management had approved the constitution of Jury, in its last meeting held on 13.02.2017, for selection of Consultant for Dheerpur and Rohini campuses as below:

Sr No.	Name	Category	Status
1.	Professor Deepak Nayyar	An eminent educationist	Chair
2.	Mr Balkrishna V Doshi	Eminent Architect	Member
3.	To be decided	Urban Designer/ Planner	Member
4.	To be decided	Landscape and Environment Designer/ Architect	Member
5.	To be decided	Environment and Sustainability Expert	Member
6.	Director, Campus Development, AUD	AUD representative	Member Secretary
7.	Senior PWD project-in-charge	PWD representative	Member

He also stated that for three positions on the Jury (at serial No.3, 4 and 5 of table above) a panel of experts/ professionals is to be shortlisted based on experience, professional standing and expertise in the related fields. The constitution of the Jury is intended to exude confidence and



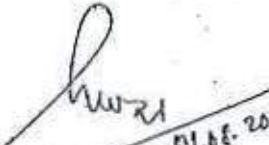
attract wider participation of consultants by giving positive credence to the selection process. The Committee examined the credentials of various professionals whose details were collected through references and other sources.


The Committee shortlisted the following names in order of preference for each category of Jury position to be filled:

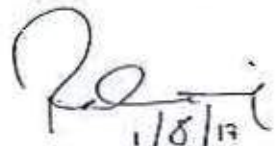
Sr No.	Category	Names (in order of preference)	Remarks
1.	Urban Designer/ Planner	1. Mr Rahul Mehrotra 2. Mr S K Das 3. Mr Anuraag Chowfla	A brief background of the professionals is enclosed as annexure 'A'
2.	Landscape and Environment Designer/ Architect	1. Ms Savita Punde 2. Mr Mohan S Rao 3. Mr Aniket Bhagwat	
3.	Environment and Sustainability Expert	1. Mr Sanjay Prakash 2. Mr Ashok B Lall 3. Mr Rajan Rawal	

The Committee also recommended that in case of non-availability of Mr Doshi for the position of Eminent Architect, Ms Brinda Somaya (Practising Architect, Mumbai) may also be nominated as an alternative member.

Enclosed: Annexure 'A'


01.08.2017
Mr N K Verma


Prof Jatin Bhatt


1/8/17
Dr Rohit Negi

Panel for the Jury probables in order of Priority For AUD Campus Design Competition

1. Eminent Educationist Category

Prof. Deepak Nayyar- Chair of the Jury

Deepak Nayyar is Emeritus Professor of Economics at Jawaharlal Nehru University, New Delhi. He was Distinguished University Professor of Economics at the New School for Social Research, New York, from 2008 to 2012. And he was Professor of Economics at Jawaharlal Nehru University, New Delhi, from 1986 to 2011. Earlier he has taught economics at the University of Oxford, the University of Sussex, and the Indian Institute of Management, Calcutta. He was Vice-Chancellor of the University of Delhi from 2000 to 2005. He was educated at St. Stephen's College and the Delhi School of Economics, University of Delhi. Thereafter, as a Rhodes Scholar, he went on to study at Balliol College, University of Oxford, where he obtained a B. Phil and a D. Phil in Economics.

Deepak Nayyar is an Honorary Fellow of Balliol College, Oxford. He is a Distinguished Fellow of the Centre for the Study of Developing Societies, Delhi. And he is a Distinguished Professor at the Council for Social Development, New Delhi. He is Chairman of the Sameeksha Trust, which publishes Economic and Political Weekly. He was, until recently, Vice Chairman of the Board of the South Centre, Geneva. He served as Chairman of the Board of Governors of the World Institute for Development Economics Research, UNU-WIDER, Helsinki from 2001 to 2008 and as Vice President of the International Association of Universities, Paris, from 2004 to 2008. He was on the Board of Directors of the Social Science Research Council in the United States from 2001 to 2007 and was Chairman of the Advisory Council for the Department of International Development, Queen Elizabeth House, University of Oxford, from 2004 to 2007. He has received the VKRV Rao award for his contribution to research in Economics. He has been President of the Indian Economic Association. He is also on the Editorial Board of several professional journals.

2. Eminent Architect Category

Prof. B.V.Doshi Practicing Architect

Professor Balkrishna V. Doshi is an Indian architect, educator, and academician. After initial study in Bombay, he worked with Le Corbusier in Paris (1951-1954) as senior designer, and then in India to supervise Corbusier's projects in Ahmedabad and Chandigarh. Professor Doshi established the Vastu-Shilpa Foundation for Studies and Research in Environmental Design in 1955, known for pioneering work in low-cost housing and city planning. Today, his internationally renowned projects are designed under the name of Vastu-Shilpa Consultants,

with offices in Ahmedabad. As an academician, Professor Doshi has been visiting the U.S.A. and Europe since 1958, and has held important chairs in American universities. He has received numerous international awards and honours, including Padma Shri from the Government of India, and an honorary doctorate from the University of Pennsylvania, U.S.A. Professor Doshi served a member of the 1992 Award Master Jury, and was presented a 1995 Aga Khan Award for Architecture for the Aranya Community Housing in Indore, India.

Eminent Architect (In Case Mr. Doshi is unavailable)

Brinda Somaya, Mumbai

Practicing Architect

Brinda completed her Master of Arts degree from Smith College, USA after graduating from the Sir J. J. College of Architecture, Mumbai. She believes that development and progress must proceed without straining the cultural and historic environment. Her philosophy: the Architect's role is that of guardian – his is the conscience of the built and un-built environment. This belief underlines her work at "Somaya and Kalappa Consultants", the company she has headed for the last three decades. Her oeuvre, spanning large corporate, industrial and institutional campuses extends to public spaces, which she has rebuilt and sometimes reinvented as pavements, parks and plazas as well as historic restoration and adaptive reuse. Brinda is a Member of the Editorial Board for MARG Architectural Books, Member of the Committee of 'Environmental Impact Assessment of New Construction Projects & New Industrial Estates for 'Ministry of Environment & Forests' Government of India and was a Member of Urban Heritage Conservation Committee and Mumbai's Initiative for the Protection & Improvement of Streets & Public Spaces.. She was also on the IAWA board of Advisors (International Archive of Women in Architecture), U.S.A. & Founder Trustee of the Hecar Foundation. She chaired a conference & organized a seminal exhibition in Mumbai on the Work of Women Architects with a focus on South Asia. Brinda has delivered analytical and critical talks as well as presented papers in India and abroad on her work – and other connected subjects. She has given lectures in the U.S.A, U.K., Australia, Pakistan, Sri Lanka & India and her work has been exhibited in the USA, UK & Japan. She has served as an Examiner & Jury Member in India & Abroad.

3. Urban Designer & Architect Category

3A. Rahul Mehrotra, Harvard / Mumbai

Professor of Urban Design and Planning and Chair of the Department of Urban Planning and Design at Harvard University's Graduate School of Design

Academician, Practicing Architect and Urban Designer

Rahul Mehrotra is an architect, urbanist and educator who is the Founder Principal of RMA Architects and is Professor of Urban Design and Planning and Chair of the Department of Urban Planning and Design at Harvard University's Graduate School of Design. Mehrotra has designed projects that range from recycling urban land and master planning in Mumbai to the design of art spaces, boutiques, weekend houses, factories, social institutes and office buildings across India – thereby engaging diverse issues, multiple constituencies and varying scales: from interior design and architecture to urban design, conservation and planning. Apart from his engagement with the design of buildings, Mehrotra has been actively involved in civic and urban affairs in Mumbai, having served on commissions for historic preservation and environmental issues, with various neighborhood groups.

3B S. K. Das Urban Designer & Architect New Delhi

Few Indian architects claim to be urbanists, and even fewer have reason to. SK Das belongs to the latter. In the course of his career, he has gained renown as an award-winning architect, urban planner, and professor. To Mr. Das these are not entirely disparate fields, but disciplines that need to come into conversation with each other again if India is to meet its growing urban needs in a progressive yet socially responsible manner. To that end, he has devoted his career to reconciling the needs of aesthetics and accessibility, of citizen and market, and of growth and responsibility. His work spans a vast range of scales, including townships and urban master planning, cultural and institutional buildings, housing developments, mixed-use developments, private homes, urban development, and low cost housing for the poor. It also spans extremely diverse locales, as he has done projects in Europe, Asia, Latin America, and the USA. Across all these scales and locations, his work is characterized by its innovative design, astonishing versatility and sensitivity to context. He brings the same subtlety and depth to his consultancies and academic work. He has been a project consultant to many multilateral and international agencies, including UNDP/UN Habitat and the governments of Indonesia, Thailand and Sri Lanka. He has held several teaching positions, including that of Senior Staff Member, Institute for Housing and Urban Development Studies (IHS), Rotterdam; Dean and Professor at the Sushant School of Art and Architecture, New Delhi; Visiting Professor at the School of Planning and Architecture, New Delhi; and Visiting Professor at the University of Leuven, Belgium. He has also lectured and taught design studios at several universities, including MIT, Columbia, and Architectural Association, London. In 1991 he won the National Award for Community Architecture in India, and his work on post-cyclone reconstruction in Orissa with CARE-India has been listed among the 100 Best Practices by UN Habitat. His works have been exhibited twice at the Aedes Gallery in Berlin.

3C. Anuraag Chowfla, Delhi

Urban Designer and Practicing Architect

Anuraag has over 35 years of experience in design and co-ordination of many landmark projects with Stein Doshi Bhalla, Stein Mani Chowfla, Mani Chowfla Architects and lastly as Partner in Urban Architecture Works. He holds a degree in Architecture and graduate degrees in Architecture & Urban Design from Rice University, Houston, USA. He was involved as principal designer in many award winning projects such as the India Habitat center, India International Centre, Sardar Beant Sigh Memorial, The American School, Various buildings in IIT Kanpur, IIM Kozhikode and other prestigious educational and public building projects. He has been a visiting faculty, jury member and lecturer at many schools in India & abroad. He has also served as advisor to the Delhi Arts Commission since 1999, the Apex body charged with approving all large physical projects in Delhi and responsible for Delhi's urban landscape.

4. Landscape Architect Category

4A. Savita Punde, Landscape Architect Mumbai

Ms. Savita Punde is a landscape architect and has studied architecture at the Academy of Architecture, Mumbai and landscape design at the School of Planning and Architecture, New Delhi. She is the co-founder of the design practice, Design Cell based in Gurgaon, Mumbai and Bengaluru. At the Design Cell, she is the principal designer for landscape design and site planning projects. She has been practicing landscape architecture for more than 25 years and has a strong commitment to environmental research. She was awarded a Gold Medal in Landscape Architecture from SPA, New Delhi in 1984. She is also one of the founder trustees of the Society for Environment and Architecture, which this year has started the School of Environment and Architecture, Mumbai.

4B. Mohan S Rao, Bangalore Landscape Architect

Mohan S Rao, an Environmental Design & Landscape Architecture professional, is the principal designer of the leading multi-disciplinary consultancy practice, Integrated Design (INDÉ), based in Bangalore. His core expertise is in the field of environmental design, regional planning and landscape architecture with a strong focus on sustainable practices in city & regional planning, disaster management, heritage conservation and master planning. He is involved in research and design programs in the sub-continent, China, France, Italy, Morocco and Libya. Mr. Rao has been invited and chaired several international and national conferences where he has engaged with varied issues such as bio diversity and ecosystem services, climate change and passive design; low impact development & city planning. Mr. Rao's work has been published in several leading international and

national journals and books including the notable '1000 Landscape Architects' which features the best-selected Landscape works worldwide. Several of his works in Landscape Architecture and Environmental Design have also been awarded by international and national professional and peer groups. The most noted among this is the 2010 International Federation of Landscape Architects' President's Award for the Asia Pacific Region. Mohan Rao is the only Indian to have been felicitated with this top award in IFLA's 62-year history. He is also the recipient of the Award of Distinction in the UNESCO Asia-Pacific Awards for Cultural Heritage Conservation program for his work in Hampi. Among his peers, he is recognized as one of the leading professionals in passive water management and conservation strategies in South East Asia.

4C. Aniket Bhagwat Ahmedabad Landscape Architect

Professor Aniket Bhagwat is a third generation landscape architect practising in Ahmedabad with m/s Prabhaker B Bhagwat, a firm started by his father eight decades ago. Arguably one of the most influential landscape design practices in the country, the firm is known for its research legacy and an unconventional understanding of urban and natural landscapes. Aniket Bhagwat studied Architecture from Centre for Environmental Planning and Technology (CEPT), Ahmedabad and pursued his Masters in Landscape Architecture from School of Planning and Architecture (SPA), New Delhi. Drawing on the depth of his familiarity with the specialisation since childhood, Aniket is known to be an outspoken and stimulating writer, thinker and an academician. He co-edits and writes for SPADE, a chronicle on design research, theory and narrative, the only peer driven design magazine in the country. Through his discourse and practice, he strives to bridge the gap between the profession and academics and evolve design through discussion and criticism. He is of the belief that there are no bad students as such but just inept teachers who mislead students into disarray. His renegade approach to education, research, design and writing has inspired many, helping them take on the conviction, rigor and responsibilities of design.

5. Energy and environment management Category

5A. Sanjay Prakash Architect with specialization in environmental sustainability Delhi

Sanjay Prakash, B. Arch., A.I.I.A., is an architect with a commitment to energy-conscious architecture, eco-friendly design, people's participation in planning, music and production design. Over the years, he has integrated all his work with the practice of new urbanism and sustainability in his professional and personal life. His area of practice and research over the last 30 years includes passive and low energy architecture and planning, hybrid air-conditioning, autonomous energy and water systems, bamboo and earth construction, community-based design of

common property, and computer-aided design. Under his guidance, hundreds of persons have developed capabilities in performing design, conceptual or management work in these areas.

5B. Ashok B. Lall, Architect with specialization in environmental sustainability Delhi

Ashok Lall graduated from the University of Cambridge U.K. in Architecture Fine Arts and obtained the Architectural Association Diploma in 1970. His architectural firm (estd. 1981) is committed to an architectural practice based on the principles of environmental sustainability and social responsibility. It has won a number of awards and its work has been published widely. Engaged in architectural education since 1990, he has developed curricula and teaching methods to address the issue of sustainability. He has been a member of the regional jury of the Holcim Awards competition for Asia Pacific in 2005, and a member of the global jury in 2006 and head of the regional jury of the Holcim Awards competition for Asia Pacific in 2008.

5C. Rajan rawal Architect with specialization in environmental sustainability, CEPT Ahmedabad

Rajan Rawal is a faculty member at CEPT University. He is a licenced architect, Institute of Environmental Design, Vallabh Vidyanagar. In the past, he served as Post Graduate coordinator at CEPT University and Head of Undergrad program at Faculty of Design. He teaches energy efficient built habitat, energy modelling, energy policy at post graduate level. His work emphasis is on 'energy performance of human habitat' and 'architectural science education'. Presently, He is Executive Director of "Centre for Advanced Studies in Building Science and Energy" (CARBSE) at CEPT University. Prof Rawal leads Indo-US Joint Clean Energy R & D Centre - Building Energy Efficiency Sector. Prof. Rawal is member of various technical committees of Bureau of Energy Efficiency, National Building Code, IGBC and GRIHA. He is member of International Energy Agency task 69 on low energy buildings and senior expert at Global Building Performance Network. He served as member, Board of Studies at various educational institutes. He is founder member of India Chapter of International Building performance simulation association (IBPSA) and also serves at Chair Education at IBPSA Executive committee. He has number of research papers and projects to his credit.

1. Ar. Prem Chandavarkar Bengaluru

Prem Chandavarkar is the Managing Partner of CnT Architects: an architectural practice based in Bangalore, India, with a historical legacy across generations that dates back to being the city's first architectural firm. Through its various generations, CnT has retained a value system that focuses on high-quality design, ethical practice and a working philosophy based on courtesy consideration and collaboration. His firm was the recipient of the J.K. Cements Architect of the Year Award 2010 in the Indian Architect Category for Tata Dhan Academy, Madurai. CnT has been involved in designing some of the coveted projects including the first Infosys campus in Bangalore, along with Indian Institute of Management, Trichy and Corporate Headquarters of Dr. Reddy Laboratories in Hyderabad.

He received his training at the School of Planning and Architecture, New Delhi, India (B. Arch. 1978) and at the University of Oregon, USA (M. Arch. 1982). He is a former Executive Director of Srishti School of Art Design & Technology in Bangalore. He is an academic advisor and guest faculty at some of the top architecture colleges in India. Besides his design practice at CnT, he also writes and lectures on architecture, urbanism, art, cultural studies and education.

2. Ar. Sanjay Mohe Bengaluru

Sanjay Mohe remains to be one of the most respected Architects in India. For someone who lets his work do the talking always, his sustainable and simplicity-oriented designs have a deep connect to India's traditional culture. Founder of the eight year Bengaluru based Mindspace, Ar Mohe has held many positions of repute during 21 years prior experience including at Charles Correa Architects in Bombay and his work stint in Saudi Arabia.

A prodigy of India's first architectural institute - Sir JJ College of Architecture, Mumbai his work straddles a spectrum of projects - Research Laboratories, Knowledge Parks, Campus Designs, Factories, Beach Resorts, Libraries, Corporate Offices, Hospice and Residences.

A well-known face adorning a lot of architectural forums and talks, he has a lot of awards to his credit. Some of them include The Golden Architect Award by A+D &

Spectrum Foundation Architecture Award (2009), India; J K Cements Architect of the Year Award - 1991 /1999 /2001 /2004 /2007 /2008; The Award of the Journal of the Indian Institute of Architects - 2002; ar+d International Annual Award of Architectural Review (1999), London and d'line, for JRD Digital Library Bangalore; Gold Medal from ARCASIA (the Asian Forum for Institutes of Architecture-1998).

3. Ar. Gautam Bhatia New Delhi

Gautam Bhatia, the author of the famous works, Punjabi Baroque, Comic Century, Lie and others, he is an architect turned satirist and critic. Born and brought up in New Delhi (India), Ar. Bhatia completed his Masters in Architecture from the University of Pennsylvania. Earlier in his career, he interacted closely with the architect Laurie Baker and authored his biography Lauri Baker, Life, Work, Writings.

Apart from publishing his own works Ar. Bhatia's columns have appeared in Outlook magazine, Indian Express and New York Times. Furthermore, Ar. Bhatia has been using art, especially drawing and sculpting as a means of expressing his architectural contemplations and dynamism of human body, respectively. He has also been involved in field of education passively and his mainstream diversity seems to have really enriched the experience of teaching and learning for students working with him. He has intriguing views on city making, bureaucracy, the state of architecture today and relevance of traditional built forms in the Indian context.

Resolution of the Board of Management regarding the constitution of a Standing Committee (Disciplinary Matters)

Considered the agenda note (**Enclosure-I**) through circulation for the constitution of a Standing Committee (Disciplinary Matters) of the Board of Management in the light of the statutory provisions as contained in the Act and the First Statutes of the University for initiating disciplinary actions against employees of the University, the justification given for constitution of such a Standing Committee and the urgency in the matter.

I. The Board of Management **resolved** to constitute a Standing Committee (Disciplinary Matters) with the following Terms of Reference (ToRs):

The Standing Committee (Disciplinary Matters) of the Board of Management shall:

1. Advise the Board of Management from time to time on policy matters related to regulation, maintenance and enforcement of discipline amongst employees of the University in accordance with the provisions of the Act, Statutes and Ordinances.
2. Examine every matter referred to the Board of Management as regards discipline concerning employees of the University.
3. Examine every report referred to the Board of Management that emerges out of a duly constituted process of inquiry against an employee of the University as to whether the process so constituted adheres to the provisions of the Act, Statutes and Ordinances of the University.
4. Examine the appropriateness of the recommendations that have emerged through the aforesaid process.
5. Examine the circumstances reported by the Vice Chancellor or the appointing authority as a justification for disciplinary action taken against an employee of the University under Statute 20(1).
6. Make recommendations, on the basis of 2 to 5 above, to the Board of Management

II. The Board also **resolved** that:

1. The Standing Committee shall have not less than two and not more than three members and shall have the following composition:
 - i. One (or two) member(s) from among the nominees of the Government on the Board of Management; and
 - ii. One (or two) member(s) from among the nominees of the Chancellor on the Board of Management.
2. The term of the Standing Committee shall be two years.

III. Further, the Board **resolved** that the initial composition of the Standing Committee shall be:

1. Dr Kiran Datar, Nominee of the Government of NCT of Delhi (Chairperson)
2. Professor Salil Misra, Nominee of the Chancellor (Member)

Sd/-
(Professor Asmita Kabra)
Registrar (Offg.)
05.03.2018

Sd/-
(Professor Shyam B Menon)
Vice Chancellor
05.03.2018

Agenda Note for consideration by the Board of Management, through circulation, for the constitution of a Standing Committee (Disciplinary Matters)

A. There have been two cases recently in which a duly constituted process of inquiry has come up with recommendations for disciplinary actions to be taken against regular employees of the University.

B. The statutory provisions for initiating disciplinary actions against employees of the University are as set out below:

The University Act:

Section 6: Powers of the University

(23) to regulate and enforce discipline among the employees and the students of the University and take such disciplinary measure in this regard as may be deemed necessary

The First Statutes:

Statute 5: Powers and Functions of the Vice Chancellor

(3) The Vice-Chancellor shall have all the powers necessary for the proper maintenance of discipline in the University and he may delegate any such power to such office or officers as he may deem fit.

Statute 11: Powers of the Board of Management

(2) Subject to the provisions of the Act, the Statutes and the Ordinances, the Board of Management shall, in addition to the other powers vested in it by and under the Act and Statutes, have the following powers, namely:-

(f) to regulate and enforce discipline amongst the employees in accordance with the Statutes and the Ordinances

(3) The Board of Management shall exercise all the powers of the University not otherwise provided for by the Act, the Statutes, the Ordinances and the Regulations for the fulfillment of the objects of the University.

Statute 20: Removal of employees of the University

(1) Where there is an allegation of serious misconduct against a teacher, a member of the academic staff or any other employee of the University, the Vice Chancellor may, in the case of a teacher, or a member of the academic staff, or the authority competent to appoint (hereinafter referred to as "appointing authority") in the case of any other employee, as the case may be, by order in writing, place teacher, member of the academic staff or other employee as the case may be, under suspension and shall forthwith report to the Board of Management the circumstances in which the order was made.

(2) Notwithstanding anything contained in the terms of the contract of appointment or in other terms of conditions of service of the employees, the Board of Management in respect of teachers and other academic staff, and the appointing authority, in respect of other employees, as the

case may be, shall have the powers to remove a teacher or a member of the academic staff or other employee, as the case may be, on grounds of misconduct.

- (3) Save as aforesaid, the Board of Management, or the appointing authority, as the case may be, shall not be entitled to remove any teacher, any member of the academic staff or any other employee except for a justified cause and after giving one month's notice to the person concerned or on payment of one month's salary to him in lieu thereof.
- (4) No teacher, member of the academic staff or other employee shall be removed under clause (2) or clause (3) unless he has been given a reasonable opportunity of showing cause against the action proposed to be taken against them.
- (5) The removal of a teacher, a member of the academic staff or other employees shall take effect from the date on which the order of removal is made.

C. As is clear from the provisions in the Act and the Statutes listed above, the Board of Management is vested directly or indirectly with the power and the responsibility of examining and considering for approval a recommended set of disciplinary measures against an employee of the University or to examine the appropriateness of the disciplinary action taken under the Statute 20(1) by the Vice Chancellor or an appointing authority, as the case may be.

D. In the exercise of such power and the discharge of such responsibility as are mentioned under C above, the Board of Management will need:

- a. to examine the recommendations that emerge out of a duly constituted process of inquiry against an employee of the University;
- b. to ensure that all provisions under the Act and the Statutes are adhered to in the process so constituted; and
- c. to make a judgment as to whether the recommendations that have emerged therefrom are appropriate.

E. These are tasks that the Board of Management as a whole body will ordinarily not be able to do. Neither are these tasks, because of their sensitive nature, the ones that may in the normal course be left to the Secretariat of the Board of Management.

F. In the light of C, D and E above, it is **proposed** that the Board of Management considers constituting a Standing Committee (Disciplinary Matters) with the following Terms of Reference:

The Standing Committee (Disciplinary Matters) of the Board of Management shall:

1. Advise the Board of Management from time to time on policy matters related to regulation, maintenance and enforcement of discipline amongst employees of the University in accordance with the provisions of the Act, Statutes and Ordinances;
2. Examine every matter referred to the Board of Management as regards discipline concerning employees of the University.
3. Examine every report referred to the Board of Management that emerges out of a duly constituted process of inquiry against an employee of the

University as to whether the process so constituted adheres to the provisions of the Act, Statutes and Ordinances of the University.

4. Examine the appropriateness of the recommendations that have emerged through the aforesaid process.
5. Examine the circumstances reported by the Vice Chancellor or the appointing authority as a justification for disciplinary action taken against an employee of the University under Statute 20(1).
6. Make recommendations, on the basis of 2 to 5 above, to the Board of Management

G. (i) It is also **proposed** that the Standing Committee shall have not less than two and not more than three members and shall have the following composition:

1. One (or two) member(s) from among the nominees of the Government on the Board of Management.
2. One (or two) member(s) from among the nominees of the Chancellor on the Board of Management.

(ii) The term of the Standing Committee shall be two years.

H. Further, it is **proposed** that the initial composition of the Standing Committee shall be:

1. Dr Kiran Datar, Nominee of the Government of NCT of Delhi (Chairperson)
2. Professor Salil Misra, Nominee of the Chancellor (Member)

I. This mechanism needs to be put in place at the earliest, given that there are two cases in which recommendations have come up on the 20th of February, 2018 through a duly constituted inquiry process and a time-bound action on these cases is necessary as per procedures duly approved. Therefore, the proposal is placed for the approval of the Board of Management through circulation.

Ambedkar University Delhi

Policy Guidelines for undertaking consultancy, training and practice based activities

Introduction

In order to maintain proactive and meaningful relationship with the society outside, faculty members who are engaged in teaching research and practice in the various Schools and Centres of Ambedkar University Delhi (AUD) may be encouraged to undertake consultancy, training and practice based commitments and assignments, in addition to their teaching/research activities within AUD. This may be more relevant to Schools and Centres which are engaged in imparting applied/professional education and expertise.

Consultancy, practice and training activities undertaken by members of the University shall certainly facilitate the institution to achieve its objectives, namely research and teaching in the social sciences and humanities, guided by Dr. Ambedkar's vision of bridging equality and social justice with excellence.

Consultancy, training and practice activities will help the faculty members to constantly update the applicability and implications of the various theoretical concepts and models as well as practice based pedagogies which are used for teaching degree programmes in various subjects. This in turn will provide access to the data bank of the practising world and thereby empirical validation and theoretical up-gradation of knowledge systems with which they deal in their academic and research pursuit. Professional consultancy, practice and training work undertaken for the practising world could also help to generate additional revenue for the School/University/Centre though may be moderate, it can still be ploughed back to the institution for meaningful purposes.

At the same time, it is important to ensure that there is sufficient incentive for individual faculty members to bring such consultancy/training/practice under the formal aegis and to locate such initiatives within the larger objectives and vision of the School/Centre/ University/. Revenue generated through consultancy activities may be shared in an equitable manner between the School/Centre and the University for supporting activities of the School/Centre concerned and as additional compensation for the efforts of individual faculty members involved in these activities.

Definition:

For the purpose of this document, consultancy services are defined as inclusive of training and practice work undertaken in return for revenue by members of the AUD faculty. Consultancy activities of an AUD faculty member shall be defined as:

“Academic or professional expertise as value transacted through fees to fulfil the need of any individual client, client organisation or agency against a specified brief, beyond the regular academic and administrative engagements being carried out at the School/Centre/University as a part of regular/contract employment.”

Assignments relating to Examinations, Lectures, Selection Committees, expert committees set up by the government/publicly funded agencies/ academic institutions, disciplinary research work funded through public grants or routine honorariums from government/publicly funded agencies/academic institutions and other academic work will **not** be treated as consultancy.

Consultancy activities may be categorised as:

- a. **Individual Consultancy:** Consultancy/training/practice based activities sought from an individual faculty member based on individual expertise or reputation by any agency/client/organisation that does not involve the use of any Institutional facilities.
- b. **Institutional Consultancy:** Consultancy/training/expertise formally sought from a School/Centre or the University by any agency/client/organisation either directly or through faculty member(s) to offer any specific academic and/or professional project/residing within the School/Centre of the University with or without involvement and use of University facilities such as administration, space, equipment, computer/library facilities and computer/library/staff etc. ***Following AUD'S commitment to engaged scholarship, institutional consultancy may also include organising training workshops, executive programs etc. for government or non-government entities.***

Organisational Set-up

An Office of Consultancy Services will be set up, with a Committee to oversee the work, along with minimum administrative and finance support staff.

Norms for Consultancy activities

1. A faculty member may be allowed to spend normally a maximum of the ***equivalent of 45 working days in one academic year or parts thereof*** for consultancy, provided that the core academic/ administrative responsibility and schedules of the concerned teacher are not affected adversely. In cases exceeding the maximum permissible period, permission of the Vice-Chancellor may be sought.
 2. The consultancy work should not interfere with assigned responsibilities of the School/Centre/University and other duties which may be assigned by University authorities.
 3. When accepting the consultancy work, the faculty member shall obtain in-principle approval of the Dean, Consultancy through the Dean of the School/Centre by providing the following details:
 - i. Name and address of the clients/organisation*
 - ii. Title of the consultancy assignment
 - iii. A brief description of the project/work to be carried out
- *Not applicable where maintaining client confidentiality (in fields such as counselling and psychotherapy) is essential.
- iv. Detailed draft project proposal/agreement with schedules of fees, other charges, time lines, resource deployment, payment schedules and other related terms and conditions

- v. Name of the teacher/staff members and other outside experts who will be involved in the consultancy assignment.
- vi. Whether the consultancy assignment will require use of any University facilities and staff like library/ computer lab/equipment/ administrative staff and their approximate estimation.
- vii. An estimate of the fees, expenses and other charges proposed to be recovered from the client under appropriate heads.

4. Payment and sharing of Consultancy Fees:

- (a) All remuneration and payments for consultancy projects should be received by cash/cheque/draft in favour of **– “AUD Consultancy” or a designated project account**. Individual faculty members should not receive any payment in their own name or in cash, except in cases where maintaining client confidentiality (in fields such as counselling and psychotherapy) is essential.
 - (b) In case of Individual consultancy, a faculty member or a group of faculty members will receive 65% of the Professional Fees paid by the client, and 35% of the Professional fee shall be remitted to the University (Consultancy) Fund to be created.
 - (c) Out of the University share of 35%, fifty five per cent (55%) shall be retained by the concerned School/Centre. The remaining forty five per cent (45%) shall accrue to the University (Consultancy) Fund, to be used for promoting faculty research. The concerned School/Centre and the University will devise an appropriate mechanism for utilization of this Fund.
 - (d) Earnings under Institutional Consultancy will be based on the balance arrived at after deduction of all administrative expenses, material expenses, committed pay-outs and University liabilities. It will either be paid based in accordance with the fee structure defined in the project proposal, or on the basis of sharing the total surplus in the same ratio as individual consultancy, after all deductions as mentioned above.
 - (e) In case of institutional consultancy, budget and accounts shall be prepared under the following heads:
 - i. Expenses to be incurred on honorarium to staff and others (including those from University and outside), over and above the project team
 - ii. Cost of material used in carrying out the consultancy
 - iii. Computer (Time) Charges
 - iv. Charges for use of any other equipment/ facilities of the University
 - v. T.A. /D.A. for visits to client's site or other travel etc.
 - vi. Hospitality and food if included in the project budget
 - vii. Administrative / overhead charges to be paid to the University
 - viii. Professional (consulting) fees
5. In case of Institutional Consultancy involving more than one faculty member, one of the members will be designated as the project head/director/coordinator as the case may be. All matters relating to the project/assignment will be overseen by this faculty and she/he will be accountable for all operational, transactional and financial aspect of the project/assignment.

6. All actual expenses incurred in connection with the consultancy assignment shall be paid by the client. All DATA shall be paid as permissible according to the agreement with the client. These should be stated explicitly in project contracts/agreements with the client/agency. In case of any ambiguity, university norms will be applicable.
7. All remunerations as fees to be paid to the faculty member and/or external experts to be engaged in project delivery should be clearly stated in the project proposal, either in lump sum or on per unit basis. This information should be shared with the Office of Consultancy Services.
8. The Office of Consultancy Services may prescribe minimum fee value per unit of time commitment in order to maintain parity across the University. The Office of Consultancy Services may also prescribe certain standard clauses for any consultancy assignments to ensure the interests of the School/Centre/University are protected.
9. Quarterly statements of consultancy services rendered by each faculty member shall be forwarded annually by the Office of Consultancy Services for information and record of the Vice Chancellor. This statement shall also show the total of fees received by individual faculty members in the given academic year.
10. Administrative charges and charges for use of equipment / facilities will be decided by the Office of Consultancy Services as a percentage of the total amount of fees to be charged based on the scale and complexity of the project so that the proportion remains same for all cases of consultancy work. However, for individual consultancy, where university facilities are not used, no such charges may be levied. Expenses on labour and materials may be regulated as per the usual procedure of the University.
11. The break up of the consultancy charges is for the internal administrative use of the University, and may not be shared with the client unless required as a part of the negotiations.
12. The Consultancy Policy is intended to be an enabling mechanism to facilitate faculty of all schools and centres to offer services across various academic and professional expertise within AUD.

Centre for Engaged Spiritualities and Peace Building (CESPB)

Concept Note: Brief

The concept note for the Centre for Engaged Spiritualities and Peace Building is divided into two parts. The first part elaborates on the vision statement of the Centre. The second part delves into possible directions in which the Centre can grow at AUD.

A commitment to engaged spirituality implies a re-envisioning of the self and our relationship with the planet. It makes us rethink the meaning and purpose of spirituality- the strength derived from the practice of inner awareness- as an active force of immersed engagement mitigating the suffering caused by ecological and political aggression, violence, inequality, war and other possible forms of oppression. Those practicing engaged spirituality use their spiritual energy and compassionate practice to actively respond to the living predicaments and crises engulfing us.

CESPB is being imagined as a fluid space encouraging free dialogue and expression of thought. It is being conceived as an environment, rather than a tangible entity. A group of teachers and students committed to its vision would form a nucleus initiating and supporting CESPB processes and actions and furthering its vision and aims. Along with internal faculty members, students and non-teaching members of AUD, from time to time, scholars and persons with an authentic connection with engaged spirituality may be invited in visiting capacity to participate by contributing to its imagination, work and research related goals.

Some proposed activities of the CESPB:

- Provide a space for sharing, introspection and mindfulness
- Arranging workshops with teachers, students and staff members on group work, institution building and conflict resolution through peaceful means
- Encouraging spaces of dialogue where issues of critical import for the present and future life of the University can be brought up.
- Dialogues with those involved in social movements and peace initiatives.
- Working with communities, organizing and participating in peace building initiatives especially in the context of intergroup and communal tensions
- Studying religions for their philosophical expansiveness as well their institutionalized rigidities.
- Deliberating on the interface of religion, science, philosophy, humanities, arts and social sciences.
- Researching on non-violence
- Researching on the life and times of world leaders with a commitment to engaged spiritualities

Centre for Engaged Spiritualities and Peace Building

Ambedkar University Delhi

Once there is seeing, there must be acting...
 We must be aware of the real problems of the world.
 Then, with mindfulness, we will know what to do,
 And what not to do, to be of help

I vow to listen to all others and to allow myself to be touched
 By the joy and pain of life
 I vow to commit my energy and my love for the healing of myself,
 The earth, humanity and all creations

Thich Nhat Hanh

VISION STATEMENT

Introduction:

Engaged Spirituality refers to oceanic (sometimes visible but mostly non-visible) traditions of compassion and love which have been in existence since the emergence of life processes. These flows have provided a counterpoint to discriminatory, accumulation oriented and violent systems. Though sometimes associated with visible figures, tangible streams and icons (like Sufi/ Bhakti resistances, theology of liberation, Christian traditions, feminist, anti-racist, anti-caste movements and struggles against class inequality which have foregrounded ideals of love and consideration, indigenous spiritual currents, engaged Buddhism including Dalit spirituality like Ambedkarite Buddhism and so on) these streams mostly live and flow via the spaces of our lives, our concern for common kindness and justice, love and rebellion.

Origins of the term Engaged Spirituality in 20th Century: A brief Note

The phenomenon of engaged spirituality existed much before it received its name in the middle of the 20th Century. To go back to the moment in modern history when the term came into formal existence, we would remember Vietnam of the 1960's. When posed with the challenge of reconciling spiritual practice and deep psychological reflection with committed political resistance, social responsibility and non-violent protest, the Vietnamese monk, Thich Nhat Hanh founded the Teip Hein principles of Engaged Buddhism. At that time as his country was ravaged by American aggression, Thich Nhat Hanh led the Teip Hein movement or the *order of interbeing* thereby re-conceptualizing the meaning of spirituality- the strength derived from the practice of inner awareness- to work as an active force of political and social resistance against political aggression, violence and inequality. His was a call to monks and nuns to use their spiritual energy and practice by actively responding to the destruction caused by war. Nuns and monks associated with the Teip Hein movement walked out of their monasteries and nunneries and took to the task of raising social awareness, helping the violence affected people and fueling a movement of resisting imperial forces and the associated destruction.

The force propelling their collective movement was concern for all sides involved in conflict. They strove to evolve deep understanding of the situation and also retained care for the aggressing American army. At that moment, they combined the spiritual tasks of personal practice and peace for oneself with striving for non-violence and peace in the world. In a bid to end the war, several monks and nuns immolated themselves too. Till today the Teip Hein Order of *interbeing* has a strong following. Practitioners believe that one cannot be spiritual if one remains blind to hunger, exploitation, discrimination, war and all forms of injustice.

Since then, a wider usage of the term has come into being. We have enlarged the canvas from Engaged Buddhism to Engaged Spirituality. Engaged Spirituality encompasses people committed to social change from all major faith traditions as well as people who refer to themselves as "spiritual but not religious. Beyond religion too, as is well known, a large number of human beings all over the world, practice, act and think spiritually with a non-sectarian and non-denominational inclination. A concern for all living processes and the world as a process-complex permeates and informs their sojourn through life. They believe in the binding forces of insight, love and compassion, while also maintaining an awareness of one's own proclivity to violence destruction, control and aggression. The capacity to see the self as susceptible to the same power-oriented drives as is the oppressor helps to prevent splitting and projecting badness on to a "hated other". This enables to keep alive a perspective vis-à-vis the opponent, hence questioning the very meaning of needing to have an "enemy" or the "other".

In modern times the term peace building has also been used in the context of interstate and intra- state conflicts even as the principles of engaged spirituality provide opportunities to build a more just world where peace and reconciliation are be more likely. This contemporary wisdom has brought the concept of justice closer to the pursuit of peace- an insistence that peace be just in order to ensure that it endures. The feminist writer Toril Moi uses the idea of engaged spirituality very effectively to discuss her ideas of feminist pedagogy when she insists that our efforts should not just take us to a pursuit of peace but also provide a context for both the victims of war and the offenders an opportunity to engage and heal. In this way, both come to share a mutual stake in the peace that is being carved out.

Several currents of reflective participation at a collective level and forms of activism stemming from such concerns are growing and nourishing the body of the Earth today- in the ecological realm, in education, in psychotherapy, in several forms of political resistance and committed social action and service oriented vocations. In this context, it needs to be said that if the 20th and 21st Century have brought us face to face with the dread and terror of world wars, mass genocides, nuclear weapons and endless intergroup conflicts, then they have also made us a witness to ceaseless efforts at conflict resolution and peace building.



Reflections on the possible meanings of Engaged Spiritualities

In the face of the tremendous suffering of the world, there is joy that comes not from denying the pain, but from sitting in meditation, even when it is difficult, and letting our hearts open to the experience.... To love is to accept. It is not a weakness. It is the most extraordinary power... True love is the same as awareness and awareness leads to committed action..."

Jack Kornfield

In the history of human kind there have been several paths and perspectives to be spiritual. Hence the shift in the focus from the singular to the plural- from engaged spirituality to engaged Spiritualities. While alternative paths may suggest distinctive routes to tread on, yet there are certain shared values and inclinations where all of them converge. For instance, to be spiritual is considered synonymous with engaged, compassionate and reflective action in the ecological, social, familial and personal realms. The self of an individual and the self of the world/process-complex are seen as continuous and co-terminus. Therefore injustice meted out on the social body of the world is painfully registered on our personal selves too. Thich Nhat Hanh's slogan of "*Peace in Oneself and peace in the world*" can be inverted and read as "*Peace in the world and Peace in oneself*". Either way it holds the same degree of significance. This has enabled the two-fold foundations of engaged spirituality- a deeply meditative inner journey of self-reflection and personal transformation such that the energy generated therein can enable committed resistance to all kinds of injustice and violence. As said earlier, in such work there is no enemy out there to be destroyed. There is awareness of right and wrong action correcting that which harms the fabric of our collective and individual beings.

Spirituality here means an ineffably overwhelming feeling of union with all elements of the Universe. It is the submergence of the identity of our discrete self in the large ocean of the universe. Here each entity is a fluid stream like process and in "interbeing". Each stream is also a confluence of singularities flowing in unpredictable and oscillating ways. As we realize that the self and the world are indivisible, we are also urged to go beyond an anthropocentric world view. We become aware of our non-hierarchical connection with all living beings- animals, forests, insects, termites, the earthworms of the soil and life forces. In this process we reach insight and lose it again and again. Becoming "minor" becomes striving worth pursuing.

This takes us to the paradox that while we are an indivisible part of all that exists, yet each one of us experiences our distinctiveness as an individual, an embodied being. As the Buddhists say, an understanding of the ultimate reality can transform our conventional everyday experiences but not wipe them out. As ordinary, earthy beings we remain caught in the small struggles of our individual selves too. Here spiritual realizations can help us to know that as we are capable of reaching our sense of justice and the awareness of the interconnectedness that joins all life together, we can also become aware of the selfish and mean, greedy and exploitative currents (and also the blocks and legitimizations thereof) within ourselves. To be in the awareness of our propensities towards dominating and victimizing others, also our endured deprivations and pain, hurts and rejections can help us to ultimately grow beyond destructive envy, self-centeredness and proclivities towards violence and power. As an individual, spirituality is about becoming open to embrace the



immense variety of our non-dominating desires, eroticism, joy and happiness. It is also about transforming the possessive sexual into an erotic, loving force. We struggle to surface from our own darker sides. (This we can only do by first of all accepting all emotional states). And then we can truly experience joy in providing for and enabling the life of others who seek our support and help at different junctures. There is happiness in giving, and we all know the sense of meaning and joy that one experiences when we find that we have made a difference in someone's life. Those working for engaged spirituality believe that the flowing of compassion is as natural to our nature as is our self-centeredness, hatred, anger and hostility.

When traditions of engaged Spiritualities are joined by psychoanalysis and other self-reflexive perspectives a different form of deepening takes place. One becomes aware in one's quest for justice of the tendency in the self to "other" those who "other others". Psychoanalysis teaches us that in the process of addressing or attempting to resolve a problem, one invariably reproduces the problem. This is distressing but it is eventually in service of our growth. If we were not to embody the problem, we would end up disavowing it in ourselves. This process of recognizing the problems in our selves which we seek to correct in others involves grappling with them inwardly and not just externalizing them mindlessly on others. This may help us to progress towards peace by not by disavowing the tendency to "other" people, but by recognizing our temptation to "other" those who "other" and reflecting on, grappling with our own feeling of superiority.

Spirituality implies that we accept everything that is within and around ourselves. It implies "to be" and "to-be in touch" with all of the currents and flows that emerge within us. It implies also- "to be in touch" with the joys and pain, the rhythms and flows of the world. Such a spiritual orientation urges us to develop a capacity to withstand and tolerate and not block personal and collective pain. It implies that we are free to receive life, accept and bear witness its travails, uncertainty and incomprehensibility. We are able to mourn our losses and not deny them. We may lose this this awareness again and again, only to recover it still another time.

A Spiritual orientation does not necessarily imply that we give up our outrage and capacity to resist. In fact it is the other way around. To be spiritually in touch may help us to strive for justice. As the Marxist critic Roger Gottlieb says, "*What we need to develop today is a spirituality of resistance*". To be passive in the face of ongoing discrimination is to comply with injustice. In many occasions we need to use our anger reflectively, so that its energy can fuel our actions but not in a blind and externalizing manner. Engaged action is reflective in its essence. It does not easily give in to reactivity and counter attack, but it is about being able to face issues fully and move towards an ethical and multidimensional appreciation of a situation (to see the limitedness and the humanness of the "other") as well as to also see the power of the whole ecosystem of the toxins, to see its pervasive depths hiding within 'us' too.

Spirituality is also not about becoming detached and indifferent, of rising above the "smallness of everyday concerns of life". We need a tremendous capacity to love, to be connected and to be present if we are to practice spirituality in the real world. It is about remaining situated within the ordinary and living our everyday life differently, by becoming aware of a larger connection with a much larger space and time. It is from here that peace, forgiveness and non-violent action takes birth.

In other words, we do not have to go anywhere or to do anything special; neither enter any exalted group to practice spirituality, peace and non-violence. If we have truly touched spirituality, then the everyday, our relationships, our work, our professional calling and our daily chores will be impacted by its imprints. In spirituality there is no distinction between a higher or lower life, no actions and desires are to be seen as basal, inferior or on the other side as, transcendental and superior. *"All that is, is, and we are in all of it"*. Therefore whether one is a teacher, a thinker, a doctor, a business person, a lawyer- or whatever else one's calling maybe, it could be enriched and nourished by an ethical spirituality. This imparts a far deeper meaning to one's work and living involvements. Whatever one does is imbued with a spiritual hue. Then, one approaches every moment of life by being "fully there" and "fully present".

If this be so, then how could we not practice a spirituality which is practical, committed and deeply engaged with the concerns of lived life, social world and the crises of the planet as a whole?

In a sense then, the world itself becomes the site of spiritual practice. Thich Nhat Hanh highlights the Buddhist wisdom by saying, we are in "interbeing" with all there is. Emanating from similar spaces of realization is the emphasis of the XIV Dalai Lama on "universal responsibility". To be alive, in his perspective, is to practice universal responsibility. The Sufi mystic saint, Kabir and almost all other sufi poets, baul singers, mystics and seekers, philosophers of Vedantic and Yogic thought, the saints in Jainism amongst others, too have stressed upon a similar path in their journeys and teachings. In fact our collective history is enriched by the struggles of innumerable people who have attempted to join the streams of radical action and a spirituality that finds its meaning through the routes of serving and sustaining life and responding to its critical concerns.

Glimpses into initiatives and social movements based on Engaged Spirituality

The collective crises heralded by modern times have intensified the need for finding a spiritual dimension. The rise of techno-scientific advancements on the one hand and the widening gap between the privileged and the deprived on the other; the extensive plunder of our bio-sphere and ecosystems, loss of traditional sustainable resources, knowledge systems, lifestyles, rootedness in meaningful cultures, frightening levels of disruption, chaos, insecurity at the levels of economy, ecology, community life, sociality, increasing levels of social oppression; suffering frozen along the lines of race, ethnicity, class, caste, disability and gender, the emotional terror and displacement arising in the aftermath of genocides, wars and the violence related to narrow nationalist assertions, communal religious, sectarian interests and divisive movements to reclaim and assert identity of specific revivalist groups- have all contributed to a growing awareness of collective loss, anguish and helplessness. The fall of visionary social movements during the 20th century, especially Marxist and Socialist endeavours in such large scale in East Europe and Asia and also the world over, have also led to an internalization of deep despair vis-à-vis the possibilities and directions of social transformation¹. In this last century we have also witnessed the limitations of collective

¹ The above would take us to the concern about the invisibility of Engaged Spirituality' and the lack of serious reflections in this extremely crucial sphere. Spiritual orientations, ethical values and desires, living, anti-oppression concerns, compassion and resistance at all the levels of invisible, molecular, social and the whole eco-bio-sphere – are in Interbeing, always creating and influencing each other. Critical reflection tells us that on the one side, our spiritual ethical propensities motivate the activism for compassion and social justice and on the other side we are always colonized and manipulated by processes of Domination. Hence a critical study of "Engaged Spirituality" - the positive and negative association of spirituality with the fields of resistance,



movements primarily fuelled by hate, anger and "Othering". Our times are presenting us with growing alienation between human beings and all other forms of life/ living ecosystems in the planet. In our quest to conquer the world, to consume mindlessly and to satiate our unlimited greed, human beings have lost harmony with the rhythms and flows of life. We have tried to subjugate and laud over all other species, to exploit and control them. In the process we have lost our bearings and location as an indivisible part of deep ecological systems and the Universe at large.

In the toxicity with which we have coloured the world we today see an engineering of spirituality that uses our insecurities, alienation and search for meaning to build up movements of authoritarian frenzies, othering and hate, ethno-fascist movements of immense varieties. No part of the world is free from this raging epidemic.

As a counter current to the above, in the past century and the present one there has been an emergence of newer and more intense spiritual currents and ways of appreciating and engaging with social crises. Spiritual and ethical traditions (as also political movements emerging from feminism, post-Marxism, post-anarchism, existentialist, radical psychology, anti-racial, anti-communal, post-colonial, post-structuralism and anti-war currents, Hippy traditions, anti-consumerist currents, community based resistances and alternate flows of rebuilding society by Indigenous and poor peasants) have become more rigorous and focused.

Be it in the dream of Martin Luther King Jr, Nelson Mendala, Sri Aurobindo, M.K. Gandhi, The XIV Dalai Lama of Tibet, Pope Paul Francis, advocates of Liberation Theology and its sister currents in South America, Rabbia Kadeer the leader of the autonomy and dignity movement in East Turkestan, Democracy movements in China, the striving of Irom Sharmila, and in that of innumerable others, a reframing and reclaiming of the terrain of spirituality and ethics is clearly underway. In their thought and action there is a deep dimension of spirituality and ethicality whether it is clearly spelled out or remains implicitly present. In all of them, the path and the goal of practice are seen to have a seamless continuity. The concern is not only with the end product but equally so with processes which rest on ethical and non-violent means. Each of these endeavours aspires to accord equal primacy and respect to environment, nature and non-human forms of life.

Let us recount a few.

On the eve of the historic conversion on Oct 14th 1956 in Nagpur, at the time of his conversion to Buddhism, the Indian civil rights activist, B.R. Ambedkar evolved a form of ethical practice, a form of socially engaged Buddhism. Almost half a million ex-Untouchable

justice and compassion is absolutely crucial and fundamental to all concerned with questions of social oppression and transformative change. The perplexing non-visibility of such an immense field of reflection needs to be immediately addressed.

One of the major reasons blocking reflection and invisibilizing spirituality is that the field is heavily fractured and obscured by binaries of different types: some of which may be- Spiritual/ Religious/ Meditative practice/ Ashramite reclusion vs. social/ political Engagement; inner change/ journey vs. external practice for social transformation; ethical streams in common living vs. social engagements; practicing loving kindness vs. acting for social justice; personal/ family spaces vs. social, connecting with the universe as a whole vs. connecting with the tangible reality around us; Religious/ interfaith orientations vs. materialist/ Scientific/ Rationalist/ Secular outlooks; cultural practices/ everyday living vs. social resistances and so on. Attachment to visible levels of reality and established traditions (usually one side of such binaries) gives us certainty, security, power. This makes such fractured lobbies of thought extremely pervasive. We also need appropriate conceptual tools to break from many old habits of thought in order to address the problem of reflecting on spirituality.

Hindus embraced the Buddhist religion along with Dr. Ambedkar, as he sought release from the fetters of caste based discrimination by adopting Buddhism. Ambedkar called this movement as "Navayana", or the new Buddhist vehicle. Even today millions of Dalits and those belonging to poor sections of Indian society convert to Buddhism on the 14th of April each year, the day of his birthday. The movement that springs from his revolutionary political leadership of combining politics with spirituality may be worthy to be considered as the fourth "yana" in the evolution of the Buddhist Dharma. Ambedkar unlike Gandhi saw karma as a social construction. He believed that "if the collective institutionalized expression of greed, hatred, and delusion was India's legacy of colonialism, bureaucratic corruption, and the religious-based caste system, then all of these structures, fashioned by human minds, could be repaired, remodeled, or removed". Ambedkar felt that citizens could speak through civil bodies, vote their conscience, file legal suits if necessary, and, as a last resort, agitate for social change, if necessary. This for Ambedkar was a vision of socio-spiritual politics.

The non-violent strivings of M.K.Gandhi and his active form of political protest was based on the realization that reclamation of identity can only be truly achieved when the colonized can assert their right to selfhood without shaming or demeaning the colonizer. Gandhi's politics and ethical vision was non-dualistic. He recognized the propensity of violence, desire and hate as universal and created a form of political protest that could include all of these rather than deny their existence in one's self or culture. In spite of this he emphasized on Satyagraha, and equally so, on the cleansing of the self of those who were aspiring for freedom. His "experiments" with truth, sexuality and aggression are remarkable even as they pave the way forward for non-violence participation in civil and political life. His was an appeal to a simultaneous working through of the social/ collective and inner/sexual/personal self.

Similar in some respects to Gandhi's form of protest is the use of spirituality as a guiding force in the ongoing Tibetan movement. Lead by the XIV Dalai Lama, the collective Tibetan striving is one which is acutely aware of its own proclivity to hate the Chinese (as a consequence of decades of endured torture and oppression). The Dalai Lama's stress on non-violence and reflective action thus comes to form the twin pillars of the movement's strength. This appreciation of non-violence is however not based on a denial of violence (in the other or in the self) but one which truly encompasses its reality. This movement has attempted to go beyond the "Self and Other, victim and victimizer" polarization. At critical points in the history of China occupied Tibet, monks and nuns have used their spiritual teachings in order to resist the exploitation and suppression of their people

The Zapatista movement lead by Sub-commandant Marcos in Mexico is another radiant example of an engaged spiritual movement. It is a movement of the Mexican people to liberate themselves from colonial oppression. Many are unable to understand this movement because neither is the Zapatista striving to capture power, nor create a State. The indigenous Mexican peasants are working for justice, without desiring to demean the other².

² In fact South America has seen theology of liberation etc. associated with Christian traditions, that has seen connecting and reclaiming Spirituality for social engagement. This has been the force that could put the emancipatory Pope Paul Francis as the Pope of the Roman Catholic order – the largest religious formation in the world. South America has also seen the powerful emergence of indigenous spiritualities that is a main current to defend the destruction of Amazon rain forest against mining and other corporate plunder. They have also put on the global agenda the issue of the 'Rights of the living ecosystem, and the planet', a epochal step against anthropocentric paradigm that rules today. This connects with the successful struggles of Gandhamardan in the 80s, and now the adivasis of Niyamgiri in Orissa against aluminium mining corporate

The anti-apartheid movement of South Africa under the dynamic leadership of Nelson Mandela, Winnie Mandela and Desmond Tutu, as well as the countless not so well known strugglers have once again pointed towards the transformation of spiritual ethics into a vision of egalitarian emancipation for protecting life and dignity of millions.

Martin Luther King and his co-strugglers are but well known for their anti-racial struggles. King strongly believed that one had to simultaneously work to change society as well as to transform one's inner self. Spirituality was to be in service of life and society. As he struggled to release the "black people" from their bondage, he also wanted to release the white man from his self-entrapping fetters. Like Gandhi, he believed that there was an inherent dehumanization in systems that exploited. As a consequence, both the exploiters and exploited were caught in a never ending chain of dehumanization.

Traditions of inter-faith dialogue and activism have made positive use of spiritual forces. As an illustration we could think of the USA where since the 1970s such currents are playing a leading role till today by providing a counter voice to authoritarian power and hate cultures which too use a narrow definition of religion and ethnicity to support their negative power.

In fact the list encapsulating humanistic and socially engaged action currents is indeed inexhaustible. Such streams associated with iconic figures like Abraham Lincoln, Sri Aurobindo, Nanak, Kabir, Sufis like Lal Qualander, Tukaram, Ramakrishna Parmahansa, Mira Bai, to Vinobha Bhave, Baba Ampte, Lal Ded and Nund Reshi and innumerable lesser known but intensely motivated human beings have served the world and offered active resistance to injustice by carving an active form of ethics. All of them have worked to create a form of grounded and engaged practice and participation in the struggles of the world. Most of all Spirituality is a part of every 'ordinary' life in striving to surface (in action or in thought) in interbeing with multiple existential falls.

Engaged Spirituality: the Arts and Folk modes of Artistic Expression

Visions of anti-fascism and the oneness of life are often brought forth forcefully in myriad forms of artistic expression- theater, progressive literature, music, folk forms of artistic expression, paintings, sculptures and oral and written modes. Sufi mystics, baul singers, poets, writers, artists have perennially made an appeal to live freely and holistically. Several forms of art and folk wisdom carry the imprints of spiritual activism.

Healing the emotional fabric: Psychotherapy as engaged spirituality

Psychoanalysis may indeed relieve suffering, but only in Zen-like fashion: not by trying to help us to suffer less, but by submitting to what life is about.

—Micheal Guy Thompson.

When someone comes to us who is in a psychic crisis because either the person suffers from an inability to experience one's pain and sadness (and hence enter into living one's life) or is overwhelmed and flooded by it, we can best respond to him or her by offering a prolonged provision of loving care and reflective participation that can respect and hold dependency. Sometimes for extended periods of time the psychotherapist has to value the other's needs for emotional nurturance, dependency and regression and not distance oneself from them, nor dismiss them too quickly as a weakness or undesired vulnerability. In certain forms of psychotherapy, especially psychoanalysis, the psychotherapist, like a real

mother, offers the person who seeks help, an ongoing, prolonged and dependable relationship. In fact often for years on end, a psychoanalytical psychotherapist takes on the role of a "real mother" enabling the "psychic birth" and "growth" of the one suffering from emotional trauma and pain. Thus, if this relational engagement is not to be reduced to an economic transaction or mere professional contract (the dangers of which are many in the kind of consumerist societies of which we are a part) then the work of a psychotherapist practicing long term therapy cannot but be touched and marked by a spiritual inclination and commitment. Often psychotherapists develop in themselves a capacity to survive attacks, aggression and emotional violence directed at them, realizing that such "regression" is in the service of health and is essential for the growth of the patient before the latter can truly come into psychic life. The task of the therapist during such difficult phases is to continue to provide for and love the patient without retaliating or counter acting with anger or hate. The British psychoanalyst D.W. Winnicott has called this ability of the psychoanalyst as "surviving"- that is, in the face of the patient's attacks, the analyst remains unchanged in his/her capacity to attend to the patient's emotional needs. The analyst understands that such attacks may be necessary for the patient to inflict on to the analyst, before one can become capable of feeling the truth and pain of one's life and thereby existing as a human being. By fostering and nurturing the growth of another human being, in its very essence the psychotherapist's work is one of love. Whether acknowledged or not, the force that guides the therapist's ability to sustain the ups and downs of human encounters is often marked by the ethics of spiritual relatedness. In some forms of psychotherapy this is recognized clearly. In others, if psychotherapy (as well as other caring professions) is to not easily slide down into a commercial, profit based activity (insulated from the social/ economic dimensions of the situation of injustice, trauma/stress and resistance) a politically sensitive vision of life based on spiritual ethics needs to accompany it momentum and rhythms.

Centre of Engaged Spiritualities and Peace Building at AUD

Nonviolence is the answer to the crucial political and moral questions of our time; the need for mankind to overcome oppression and violence without resorting to oppression and violence. Mankind must evolve for all human conflict a method which rejects revenge, aggression, and retaliation.... The foundation of such a method is love.

Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that.

- Martin Luther King, Jr

Since the time of the University's inception, the idea of a Centre for Engaged Spiritualities and Peace Building (CESPB) has been active and alive. In fact this was one of the first centre which had been actively imagined. In some of our earlier informal discussions in 2008, 2009 and 2010, we had hoped that the essence and spirit of this Centre would permeate and inform the overall philosophy, functioning and strivings of the entire University community. At that time we had thought that while the Centre would eventually develop its specific directions and activities, its vision would provide a value orientation and nucleus, joining and connecting all parts of the University together. We had hoped that Ambedkar University Delhi would grow into an institution with an atmosphere of openness and interpersonal acceptance, trust and readiness for dialogue. We envisioned that in our university education would not be imposed through fear but inculcated through joyful engagement between students and faculty. Moreover, we were desirous of creating facilitative conditions, such that students and personnel employed at different levels in the University would feel respected, included and listened to.

Today the university has already been in existence for almost ten years. We are wiser with the experience of hindsight. We need to now think of practical ways in which the work of this Centre can contribute to the life of the university in spite of the inevitable emergence of differences, challenges, conflicts etc. In what ways could the Centre for Engaged Spirituality today contribute in furthering a spirit of dialogue, deep listening and open communication in AUD? The challenge remains that while several of us may be practicing values of engagement and spirituality in our respective lives but how can we translate them into a climate, an environment, an ethic of care and a pervading culture in our university?

Since the last one year a group of 20-25 teachers of AUD have been meeting more or less regularly, once a month to actively and reflectively think about the CESPB. In an atmosphere which is open, fluid and non-directive, we have evolved a space for dialoguing and listening to one another. Our deliberations have been intense, authentic and meaningful. The vision statement for the centre has also received wide ranging feedback from over twenty persons- teachers of AUD and those from outside the University -who have been involved in the practice of engaged spirituality. This collective wisdom has encouraged us to think of the following as some of the possible directions in which the idea and work of this centre could be envisioned.

This center is being imagined as a fluid space encouraging free dialogue and expression of thought. It is being conceived as an environment, rather than a tangible entity. A group of

teachers and students committed to its vision may form a nucleus initiating and supporting its processes and actions and furthering its vision and aims. Along with internal faculty members, students and non-teaching members of AUD, from time to time, scholars and persons with an authentic connection with engaged spirituality may be invited in visiting capacity to participate by contributing to its imagination, work and research related goals.

Listed below are some possible processes which this Centre can actively strengthen through its contributions and thus add to the university's life:

- Cherishing a space for sharing, introspection and mindfulness
- Encouraging an ethic of deep listening, non-violent communicating and relating to one another
- Travelling together and sharing lived moments
- Watching films and discussing them collectively;
- Reading literature and poetry; listening to sufi and other forms of radical music, connecting with art traditions which have striven to melt walls and boundaries and to think of the world and the concerns of living beings beyond narrow sectarian identities
- Reflecting on our unconscious propensities to react, attack and become violent; become attached to binaries, dualities and creating a culture of "us" and "them". Trying to become aware of our tendencies of creating the "other" into an enemy
- Holding one another through grieving and mourning processes.
- Arranging workshops with teachers, students and staff members on group work, institution building and conflict resolution through peaceful means
- Encouraging spaces of dialogue where issues of critical import for the present and future life of the University can be freely brought up.
- Dialogues with those involved in social movements and peace initiatives. Learning from social movements where an awareness of conflict and differences, oppression and discrimination does not easily and quickly give in to violence, hate and counter-aggression.
- Working in community contexts by sustaining love and faith in the face of situations which may induce anger, hate and a desire for counter violence.
- Organizing and participating in peace building initiatives
Pro-actively intervening in situations of communal disharmony and inter-religious conflicts
Working for reconciliation of historical divides and contributing to a world beyond national territories and borders
- Working for interfaith harmony.
- Studying religions for their philosophical expansiveness as well their institutionalized rigidities.
- Deliberating on the interface of religion, science, philosophy, humanities, arts and social sciences.
- Encouraging and sensitizing to form a non-hierarchical relationship with animals and the bio-eco sphere, with insects, forests, terminates and all living processes.
- Working for the protection of animals and of the ecosphere.
- Going beyond anthropomorphism and working for deep ecology
- Deconstructing patriarchy, caste, race, class, ableism, sexism and currents of cultural revivalism and in effect challenging vertical power from within




Possible Directions for the Centre to Grow

- (1) The centre could serve as a platform for all members of the AUD community to welcome visions and ideas of spirituality from diverse schools of thought. These would introduce us to practices inspired by love and peace building. The centre hopes to also encourage rigours research on the above ideas and ideals exploring their relevance in contemporary times.
- (2) Launching some initiatives of seeking peace, compassion, love and endeavour to contribute towards contribute to a society which is less gripped by violence and hatred. Initiating projects where students and/or teachers are engaged with some ground action on important social issues are to be encouraged.
- (3) Initiating depth study of indigenous living traditions like festivals, literature, rituals, mythology etc. that have sustained cultural communities in living and guiding lives and exploring their relevance with changing times
- (4) Studying the use of Buddhism by Dr. B.R. Ambedkar in addressing caste based oppression in India is well known. This Centre could undertake an in-depth study of the historical and contemporary significance of Dr. Ambedkar's vision, with particular reference to his search for an emancipatory Buddhist identity for the Indian Dalit. An effort would also go into re-examining the role of religious sectarianism and communalism in perpetuating caste based exclusionary oppression in India. In this respect, Ambedkar's philosophy offers a counter perspective leading us towards the emancipation of those subjugated in India on the basis of the caste system. We can envision a space in the Centre where the participation of Dalit activists, researchers and academicians will address issues of critical import to their quest for selfhood and identity.
- (5) An extension of the above objective could take us towards a closer engagement with other social movements and identity struggles in which the reclamation of collective selfhood has been achieved through a spiritual transformation of experienced states of victimization, and the working through of accompanying feelings of counter-anger and hatred into containable forms. As already stated the philosophical-spiritual-psychological vision of Gandhi, Martin Luther King, Nelson Mandela, the XIV Dalai Lama of Tibet, Sri Aurobindo, Tagore, to mention a few, have much to inspire and create futuristic hope for a world in which peaceful transformations through an acknowledgement of endured suffering and felt hatred is possible. Freedom from colonial and racial oppression as well as The 'Truth and Reconciliation Mission' of South Africa, as the ongoing Tibetan movement are living movements from each of which there is much to learn for humanity. The role of spirituality as a response to inter-religious and communal conflict may also be of interest to those involved with the Centre. In depth study of non-violence would be welcome.
- (6) Today there seems to be an upsurge of two paradoxical sets of social forces being injected in society, not necessarily from similar motivations. On the one hand we have the dominance of the right wing neo- liberal political forces wanting to move society away from social sensitivities and concerns of social equity and inclusion towards a dominance perhaps of market forces and 'survival of the fittest' phenomenon, bringing in with it some amount of obscurantism and xenophobic tendencies and social divisiveness; on the other hand we have a surge in spiritual sects and movements globally (and also very evident in India and in many cases

originating in India) which may perhaps be guided by, to some extent, common principles and ideologies across these sects (for example the need to prioritize inward journey and self-responsibility and work on self and social transformation and contribute to world peace). These are targeting the youth in a very big way and perhaps meeting not only a spiritual but also a social need, especially in the lonely urban scenarios of today. There is a need to study this rising phenomenon from a research perspective and to document and analyse its impact on people's psyche and sense of psychological wellbeing and self-esteem/self-empowerment as they become part of any such movement. This may, by serious research efforts, be analysed from an in depth psychosocial perspective.

- (7) A deeper study of different religions all over the world and their role in the amelioration of social crises could be undertaken by the Centre. Dialogue between science and religion too can be initiated.
- (8) The interface between traditions of healing, for instance psychotherapy and spirituality could be another potential arena of close exploration. For instance, amongst others, the past few years have witnessed much work in the intermediary space between Buddhism and Psychoanalysis. Some serious efforts have also gone into establishing connections and bridges between Buddhism, the practice and process of dynamic therapy (with a special focus on the therapeutic relationship), integral therapy and committed social action. This Centre could bring into focus such efforts and incorporate them into the teaching and training of mental health professionals.
- (9) The inputs and contributions of other spiritual perspectives to the alleviation of emotional distress too is worthy of understanding and documentation. Religion in its non-institutional (beyond dogmatic form) has always offered much to hold our existential anxieties. Its values and liberal practices have taken human beings towards compassion and offered them an anchor by which to live a meaningful life too. Therefore the positive inputs available in liberal spiritual perspectives, be they the philosophy of Sri Aurobindo, the teachings of Nanak, Christ, Kabir and other Sufi mystics could be a future direction for us to explore, both in the research pursuits to be carried out under the auspices of the Centre as well as in ongoing therapeutic encounters.
- (10) The value of secular spiritual principles of inter-being, interdependence, emptiness, transience, oneness of all that exists could constitute a relevant aperture in which brief training programmes in meditation and experiential retreats will be organized so that the participants become more open in their empathic capacities and compassionate potentials.
- (11) This Centre could do well to study interconnections between peripheral yet creative art forms emerging from Bouli, Buddhist, Sufi and other radical social traditions and established schools of literature, theatre and other artistic expressions. Such an emphasis will also highlight the radical response that liberal, progressive and radical art forms have always provided against dominant hegemonic social norms. The questioning of our narrow notions of normalcy, the breaking free of social stratifications and the crossing of all boundaries, which have so much limited our human potential- this Centre could encourage a study of spiritual traditions, art and aesthetic traditions as a counterpoint to the limiting nature of hierarchical societies, notions and lifestyles.

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- (12) The interface and inter bridges between perspectives from deep ecology and spirituality will further enable in the living of a life which will help human beings to exist in this planet in ways which are more sustainable, nurturing and respectful to all forms of life of which we are an indivisible part and with which we co-exist.
 - (13) While encouraging studies concentrating on the psycho-social processes involved in conflict resolution, peace building, dialogical communication, the Centre could concentrate on literature as well as illustrations from lived life on forgiving and forgiveness. Research on "literature that heals" can be undertaken as a research project.
 - (14) Creating an archive of movements, processes, life histories, biographies, documentaries of those who have worked with non-violence and striven for peace in the world at large.
 - (15) Researching the rise of fascist and other oppressive political ideologies by studying the intersections of institutionalized religion, narrow nationalism, foreclosure in identity formation and the repression of sexuality and mourning and other possible social and psychological processes.
 - (16) Supporting films and other forms of artistic documentation on ecology, politics and Spiritualities.

Fellowships and research grants could be offered to interested and potential researchers desirous of exploring any of the above mentioned arenas and also expanding their work into related spaces. Visiting faculty with interest in the above mentioned and related areas are to be invited to further the work of the Centre.

It is envisioned that this Centre will have close linkages and connections with all Schools at AUD, especially, the School for Human Studies, School of Creative and Cultural Expressions and the School of Letters, School of Human Ecology, School of Educational Studies, Centre of Psychotherapy and Clinical Research, Centre of Community Knowledge, Centre of Development Practice.

This Centre hopes to become a nucleus informing our values and guiding our ideals and ethics. It would be best to remain a fluid space cherishing our imagination, collective pursuits and moments of togetherness.

Appendix-6**Proposal for a new School (School of Global Affairs)
Ambedkar University Delhi****I. Introduction**

The focus of the proposed School of Global Affairs (SGA) is on emerging processes and issues that have the potential to impact life on the planet in fundamental ways. These 'frontier' concerns, given their uncertain and fast-evolving nature, call upon academic institutions to develop equally comprehensive methods of engagement. These concerns include global warming and environmental change, global health and well-being, urbanisation, conflict and security, technological capture, global commodity flows and their regulation, and the new media landscape. Each of these is critical to the shape of the world to come, and requires thought and considered action. The proposed School aims to amalgamate and organise these efforts at AUD with the goal of enabling cross-disciplinary conversations and collaborations.

In the main, our effort is to develop a global perspective given the connections that constitute these frontier issues. The focus of the School will be to build capacities to understand the fast changing world and find creative and novel ideas related to seemingly intractable problems. The School will bring together an exciting diversity of disciplines and trans-disciplinary fields to critically study and develop just, sustainable and inclusive alternatives.

The mission of the School is to equip the future generation of social actors including those in the public, private, and non-governmental sector, with the intellectual and professional tools to work in a challenging and dynamic environment. One of the truly distinctive features of our time is how many young people occupy positions of power and influence, from Mark Zuckerberg to Malala Yusufzai, from Chelsea Manning and Edward Snowden to Ahmed Tamimi. The School will offer programmes for students who belong to the same demographic - of the youth - and who seek extra-national careers that require a global perspective, as well as those who want to learn about the ways situated problems are strongly influenced by wider forces. Students will gain an appreciation of the ways in which global affairs structure our world, as well as how creative ways forward may emanate from many different parts of the world.

II. Key Areas of Focus and Thematics

All the thematics delineated below will be dealt with through a global, interdisciplinary and practice-oriented perspective. That the proposed programmes speak to and learn from each other will be ensured through mechanisms like cross-cutting specialisations; region-focused teaching and research; student seminars and studio projects; and collaboratively-designed electives.

a. Geopolitics and Geo-economics

The shifting geographies of extractive activities and of manufacturing have led to a retooling of global politics in the recent decades. While inherited strategic interests remain important to nation-states and concomitant alliances, new axes have also emerged - most notably, the BRICS and the BRI (Belt Road Initiative) that challenge older hegemonic configurations, while not entirely replacing them. A new scramble for African resources is also underway, bringing states and capital together as competitors or collaborators, depending on the context. Mapping these alliances is no easy task, given that some of the established frames of interpretation (World Systems, for instance) are almost moot with ongoing shifts in global economic geography. The implications of such developments are an important interest area for the School.

b. Urbanisation

The progressive urbanisation of the world's population has multiple implications that range from the sociological to the ecological. The process has taken a particularly intense form in the most recent era of globalisation, as settlements change through connections that span the globe. All of this unfolds in the context of generalised awareness of ecological indeterminacy and risks that pose significant challenges to inherited ways of thinking about and intervening in the urban process. Moreover, the centre of gravity of what has been termed 'planetary urbanisation' has shifted to the Global South, where the predominant political economic model hinged on state-backed neoliberalism has deepened social-economic inequalities and heightened environmental anxieties. It is clear that interdisciplinary means to study the multiple facets of urbanisation are urgently needed.

c. Health and Disease

Disease control and health as a field of intervention and as a constituent part of State and International action has assumed enormous importance over the past few decades, globally as well as at national level. Countries commit somewhere between 4% to over 17% of their GDP in health care with public investments ranging roughly between one-third and three-fourth of the total health investment. With aging populations, increasing investments in medical technologies, epidemiological transition from communicable to chronic ailments and heightened expectations from citizens, healthcare has become an important economic as well as political issue across the world. Countries, therefore, have grappled with the problem of identifying suitable mechanisms of health financing that will control cost, improve quality and ensure equity of health services. With the divide between developed and developing economies widening, global efforts have focused on bridging these gaps, seen for instance in the efforts towards MDGs and SDGs. These efforts come in the wake of an increasingly connected global economy, large scale movement of populations across the globe, expansion of medical tourism and above all threatening outbreaks of resurgent and newly emerging infections that frequently breach national boundaries. The School will be further attentive to global threats to health brought on by climate change, environmental degradation and technological change that impact the nature of work and human and civil rights.

d. Science, Technology and Society

The field of Science, Technology and Society encompasses a broad spectrum of concerns with multiple entry points and interfaces with policy studies and global affairs: from concerns on ethics and bio-technology, to embedded disparities within the realm of biosciences and global medicine; the questions of sustainability science and policy design for sustainable development; the question of energy and alternatives; science and technology policy; warfare; technology and globalization; or even technology and surveillance. STS as an academic domain thus engages with the complex relationship between science, technology and society, where questions of science, power and politics are constantly intersecting. The field essentially addresses concerns in this realm drawing upon a variety of methods and conceptual tools of analysis from humanities, and social sciences to examine how science and technology both

influence and are influenced by their social, cultural, and material contexts. From the policy studies point of view STS as a field is critical to unpack and make visible the contours of politics around the foci of R&D in the global context and how these frame the national concerns.

e. Migration and Diaspora

Human mobility has been recognised as a significant force in historical change and a crucial historical constant that has shaped economic, political, social and cultural formations across time and space, meshing and moving spatial references and boundaries. This is especially visible considering the profound manner in which migrations and diasporas have transformed habitats, cities and ecologies across the globe and over time. Unlike other subjects and processes that do not necessarily involve and invoke trans-regional connections and crossings, migration is a unique phenomenon in which movements, crossings and therefore connections and comparisons, which form the core of global studies, are the essentials of the process. Movement of people across borders challenges the regimes of territorialisation. This is not only because diasporas represent the crossings but also the ways in which they rearticulate the ideas of belonging, citizenship, and mediate the dialectics and dialogic relations between processes of globalisation, transnationalism and the nation state.

Studying transnational migrations and diaspora helps us explicate certain other essentials of global studies primarily related to larger questions of displacement, discrimination and exclusion; human rights, global health, geopolitics and public policy. Problematic ways in which transnational migrants and diasporas have been integrated in the host societies and polities and how they have been deprived of basic rights like health care and social security make global inequality and the imbalance of power visible in the very process of globalisation and thus reflect on the state of human rights and inequality in the global order.

f. Religion and Secularism

We live in, as some have claimed, a 'secular' age (Taylor, 2007), but secularism in the modern world evokes a multiplicity of meanings and remains a highly contested idea. While western ideas continue to exert strong influence on the process of secularization, it no longer makes intellectual or experiential sense to apply the genealogy of this process in the West teleologically to other cultures and civilizations. Non-western societies may be facing similar

problems and tensions, but the School's emphasis would be on situating these similarities in a context that allows for these differences and local particularities to be examined critically so as to clearly define the problems for which answers are being sought. What does secularization or secularism mean in different cultures and political contexts? Do we even have the right concepts and frameworks with which to discuss these ideas and processes cross-culturally? How does secularism connect with democracy and the ways in which this process shapes public discourse, for instance in countries like India (Bilgrami 2015)? What are the ways in which globalization impacts the relationship between religion and secularism? What are the contemporary forms of belief and, disbelief? How is 'secular modernity' understood and how does the complex relationship of law with secularism and multi-culturalism unfold in distinct political contexts? What is the role of religion in creating social cohesion across gaps of income, ethnicity and nationality; and at the same time how do we understand religion's potential to mobilize people to violence? These are some of the questions with which research and teaching programmes in the School will engage.

III. Programme Areas

To be offered in 2018-19	To be offered in 2019-20
● <i>BA in Global Studies</i>	● <i>BA in Comparative Studies</i>
● <i>BA in Sustainable Urbanism</i>	● <i>MA Science & Technology Studies</i>
● <i>BA in Social Science and Humanities (in collaboration with SLGC)</i>	● <i>MA Public Policy & Governance</i>
● <i>MA Global Studies</i>	● <i>MA Public Health</i>
● <i>MA Urban Studies</i>	

The School complements AUD's already existing model of undergraduate education. The existing model introduced a liberal arts frame through choice-based credit system, providing honours degrees in the conventional social science disciplines and offering students the opportunity to gain perspectives of more than one disciplines. Rather than replicate this multi-disciplinary model, the new School, by organizing the undergraduate programmes in thematic areas, places interdisciplinarity at the centre stage of undergraduate education.

IV. A new School: Offering programmes at all levels (UG, PG and Research)

The School will begin with launching UG and PG programmes from at the Karampura Campus. A strong research component (MPhil and PhD programmes being the most important aspect of this) in the future will strengthen the school. Our pedagogy will focus both on training students in research as well as in practice or life-skills. Thus methodologically as well, the school is seen as a blend of research and practice. Institutional arrangements like compulsory teaching in UG courses and its reflection in faculty performance reviews; creating a coordination committee constituting members of different Schools in Karampura offering UG programmes (Chaired by rotation by Deans of each such Schools); constituting an Advisory Committee for foundation courses with external members drawn from eminent people; putting in place a robust feedback mechanism, etc. The constitution of the Board of Studies of the Schools will also reflect experience of people in undergraduate education.

V. Pedagogy

In the 21st century, teaching-learning processes are shifting away from a teacher-centered paradigm to a learner-centered one. This binary between learning and instructional models is not only an outcome of the pedagogical approach of the individual instructor but is dependent on the structure of the curriculum (liberal arts model or a discipline-based model of learning) and organizational structure (manner in which faculty, department and schools are organised). This shift in pedagogical perspective is critical in the context of the diversity that obtains in Indian higher education classrooms, particularly at the undergraduate level.

The rhetoric of achieving equity and excellence together needs to be realised in practice by transforming the classrooms / pedagogical spaces into engaged and constructive spaces of learning. Planning learning trajectories for students and specifying a set of clear attributes which the graduates would be able to acquire through the course of their study is eminently critical to the curriculum framing process. The curriculum design and the processes, guided by a set of programme objectives, which in turn are informed by learning outcomes, are expected to strengthen institutional accountability to its student community. A commitment to this process will also have a bearing on the ways in the course rubrics are visualised and ped-

agogical spaces imagined. Curriculum design of the Programmes offered within the School will be guided by the following questions:

‘What is it I hope that students will have learned, that will still be there and have value, several years after the course is over?’ (Goals); ‘What would the students have to do to convince me that they had achieved these learning goals?’ (Assessment); ‘What would the students need to do during the course to be able to do well on these assessment activities?’ (learning activities) (Neill 2009)

Traditional curriculum at the undergraduate level is dominated by content knowledge, where the reproduction of knowledge itself becomes a key learning outcome. However, drawing upon Spady’s (1988) work in the context of school education, Harden et.al. argue that attention also needs to be given to how that knowledge is used along with the skills needed to effectively use that knowledge (recalling, explaining, applying, innovating and creating knowledge) as well as non-cognitive outcomes related to collaboration, teamwork and ethical behaviours, attitudes and values, etc. to address enduring and emerging issues and problems in real life contexts

Apart from expecting students to demonstrate familiarity with the basics of their field of study in the degree programme and possess the prerequisites to follow developments in the field, all the programmes offered within the School would endeavour to strengthen the following graduate attributes:

1. Study Skills and Competence: critical reading, writing and reflection
2. Cognitive skills and critical thinking: Students should be able to:
 - a. Explore, analyse and synthesise complex ideas and concepts at an abstract and/or applied level.
 - b. Critically evaluate contemporary debates and literatures in their field of study.
 - c. Analyse problems or issues, articulate appropriate solutions and justify propositions and/or professional decisions.
3. Communication and interactive skills: Students should be able to:
 - a. Communicate complex ideas in a variety of formats to diverse audiences.
 - b. Demonstrate personal autonomy and accountability in the acquisition or application of knowledge or skills.
 - c. Demonstrate an understanding of, and the ability to apply, the principles of teamwork and collaboration

4. Global Outlook: Students should be able to demonstrate an understanding of international perspectives relevant to the discipline or professional field

Comparison of teacher-centered and learner-centered paradigms¹

Teacher-Centered Paradigm	Learner-Centered Paradigm
Knowledge is transmitted from Professor to Students	Students construct knowledge through gathering and synthesizing information and integrating it with the general skills of inquiry, communication, critical thinking, problem solving and so on
Students passively receive information	Students are actively involved
Emphasis is on acquisition of knowledge outside the context in which it will be used	Emphasis is on using and communicating understanding effectively to address enduring and emerging issues and problems in real life contexts
Professor's role is to be primary information giver and primary evaluator	Professor's role is to facilitate. Professor and students evaluate learning together.
Assessment is used to monitor learning	Assessment is used to promote learning
Emphasis is on right answers	Emphasis is on generating better questions and learning from errors
Focus is on a single discipline	Approach is compatible with interdisciplinary investigation
Culture is competitive and individualistic	Culture is cooperative, collaborative and supportive
Only students are viewed as learners	Professor and students learn together

Source: Huba & Freed (2000), *Learner-Centered Assessment on College Campuses: Shifting the focus from teaching to learning*

The above model will be put into practice in the programmes of the School through the following:

¹ The two paradigms should be seen as two extremes of a continuum. The attempt of most programmes in AUD is to move towards the learner-centred paradigm.

1. *Focus on Practice and Policy*

Curriculum making and its transaction will keep in mind the two-way link between theory and practice / policy. Real-life experiences will be brought in to teaching practices. The attempt would be to engage students in practice / immersive based learning through apprenticeships for different kinds of knowledge practices, new processes of enquiry, dialogue and connectivity. At the post-graduate level, the endeavour would be to constantly focus on policy informed teaching and research, and the students will be constantly engage with policies and practices in their area of interest / work. The School will clearly commit to expanding AUD's existing commitment to students' post graduation career paths, and so towards that end the internships and exchanges in the School will be pursued though contributing towards developing a student Career Cell open to our students and alumni.

2. *A second home: Studio, internships, exchange programme*

Universities are realizing that in the contemporary world they do not have the monopoly over knowledge creation. There are multiple locations where knowledge is being created through everyday living. This realization has entered into the world of high science (for instance, climate science), law and policy-making.

The programmes of the School will envisage a continuous engagement with the world in which it is situated. The programmes will continuously endeavor to draw linkages and engage with actors and organisations and will be encouraged to partner with the latter to help in the teaching-learning processes.

The School will build partnerships with organisations and individuals who are interested in providing live studio-based learning environments to students. Internship opportunities will be sought for the students during and in-between semesters. The School will also proactively seek exchange partnerships with universities and institutions.

3. *Project-based learning*

AUD has a system of continuous assessment. This was designed to facilitate teaching (from professors' paradigm) and learning (students' paradigm) simultaneously. The experience suggests that both teachers and students are exhausted. This may be because assessments are pri-

marily being designed to monitor student learning rather than to promote learning. The pedagogy that the programmes will adopt is to design a variety of assessment situations involving the application of content to real life situation, and vice versa.

4. Cross-cultural connections

The requirement for a second language (preferably foreign language) is consistent with the School's belief that language study is essential to the study of the global, whether it leads to greater proficiency in a single language or broadened familiarity with the way two different languages can open opportunities of working in diverse settings and locations. In some programmes it will be compulsory while students of other programmes will be encouraged to take up language proficiency courses. These courses will be offered both during the semester, as well as during the summer and winter breaks in more intensive short capsules. Projects and training on translations will also be taken up.

The School will also facilitate and organise jointly organised workshops and studios with international institutions, and host international students and faculty. Attempts will be made to provide international exposure to our students.

VI. Partnerships

The School will actively encourage inter-programme and inter-School collaboration within AUD, especially with the SLGC, SHE, SDS, SBPPSE, SDcs, SoL and SUS. All programmes in the School will have a light 'core' component and create elective course in cross-cutting domains. Students will be encouraged to take electives offered by other programmes, while students of other programmes / Schools will be able to opt for courses offered by the School. Joint curriculum making exercises will be organised. Studio courses will be jointly offered by faculty members across Schools / Programmes. The School will encourage its faculty members to develop and offer seminar courses to research students of the University.

Similar arrangements will be encouraged with Centres of AUD, especially CCK, CUES and ACIE. The idea is encourage collaborative learning where teachers move towards developing

their 'community of practices'. The School will actively seek to build linkages of its undergraduate programmes with the BVoc programmes.

The School will also strive to develop partnerships with other universities in India and abroad, government, intergovernmental bodies, international organisations, civil society organisations and corporate organisations.

Appendix-7

Centre for Professional and Continuing Education (C-PACE)

Concept Note

I. Introduction

We are living in a context and times where there is an unprecedented rise in the social aspirations that coexists with inequitable educational opportunities. Thus, on the one hand, there is a rise in the enrollment in the formal school and tertiary education systems. On the other hand, there still remains a large number and range of aspirants of different ages whose needs are not represented in these formal system and who exit the system at its different stages. Moreover, most of the formal education systems follow the conventional structures (including that of purpose, content, modality, and 'pedagogy') that do not allow practicing professionals to meaningfully engage in continuous and lifelong learning. Purposive, self-planned and initiated, and flexible own-time learning is not imagined as a part of these systems. In a growing 'knowledge economy', where learning needs change at a fast pace such systems are imperative. Particularly so, as practitioners are expected to take on new roles, engage with new technologies and continuously update and engage with the changes in the knowledge, competencies and skills required for meaningful employment.

II. Continuing Education

Continuing education is broadly envisioned to cater to a wide range of individual learning needs and is imagined beyond the boundaries of age dependent and staged models of post-elementary mainstream systems of education. It includes all learning opportunities that aspirants want or need outside of this 'formal' education given that they have completed the elementary education. One of the key aims is to promote and foster 'informal' learning so that adults are empowered to plan and pursue their educational needs without being dependent on formal or non-formal courses or programmes. The key distinction is the organization of learning experience that may appear more like a network or a web, rather than a stepladder as in the case of the formal continuum of education. This conception implies the following: i) continuing education is for literate youth and

adults; ii) it is responsive to needs and requirements of the educational aspirant as well as the domain of practice; iii) it can include experiences provided by the formal, non-formal and informal education sub-sectors¹; iv) it is defined in terms of opportunity to engage in *lifelong learning* after the conclusion of elementary level schooling or its equivalent; v) ; v) it provides an opportunity for aspirants to integrate learning, working and living.

There are broadly six principles around which the varied approaches of continuing education are organised: a) learners' need in the centre of the curricular organisation; b) *cafeteria*/modular curriculum; c) horizontal relationship; d) reliance on local resources; e) immediate usefulness; f) low level of structure or flexible structure. There are varied models that utilize these principles in different ways.

UNESCO (1987) has classified six types of continuing education programmes according to their aims:

1. Post-Literacy Programmes (PLPs): They aim to maintain and enhance basic literacy, numeracy and problem-solving skills, giving individuals sufficient general basic work skills, thus enabling them to function effectively in their societies.
2. Equivalency Programmes (EPs): These are designed as alternative education programmes equivalent to existing formal, general or vocational education.
3. Income Generating Programmes (IGPs): These help participants acquire or upgrade vocational skills and enable them to conduct income-generating activities. IGPs are those vocational continuing education programmes delivered in a variety of contexts and which are directed in particular towards those people

¹ It is important to note that continuing education and non-formal education are not the same. Historically, equating the two as a whole has created a distinct problem. Given that most Departments of Non-formal Education in the Asia and Pacific region have been concerned mainly with Equivalency Programmes, there has been a tendency to neglect other types of life-long learning. The problem in terminology partly arises because of the conventionally narrow definition of education as implying formal education alone. This narrow view has also resulted in an over emphasis on formal schooling and the relative neglect of non-formal and self-learning approaches. Experience, across the world, shows that formal education, both at the school as well as university level, tends to be selective, elitist, academic in orientation and largely irrelevant to 'real' needs. With the object of engaging in lifelong learning, continuing education is now emerging as the more appropriate paradigmatic view of the field, theory and practice of education as a whole.

who are currently not self-sufficient in a modern world, that is, those persons at or below the poverty line.

4. Quality of Life Improvement Programmes (QLIPs): They aim to equip learners and the community with essential knowledge, attitudes, values and skills to enable them to improve quality of life as individuals and as members of the community.
5. Individual Interest Promotion Programmes (IIPs): These provide opportunity for individuals to participate in and learn about their chosen social, cultural, spiritual, health, physical and artistic interests.
6. Future Oriented (FOs) Programmes: These give workers, professionals, regional and national community leaders, villagers, businessmen and planners new skills, knowledge and techniques to adapt themselves and their organisations to growing social and technological changes.

In practice, continuing education programmes generally combine several of these approaches. For example, many post-literacy programmes are also equivalency programmes and both usually include some aspects of income generation. *AUD will be offering a range of programmes in areas falling in type 2-6.*

III. Continuing Education: A central mandate for AUD

While the concept and vocabulary of continuing education is not new in India and has been evident in policy documents and initiatives, the continuing education practices have focused largely on literacy and adult education programmes for certain kinds of skills. These programmes have been largely supported through voluntary efforts and with insignificant contributions from formal School system and HEIs.

AUD's vision of bridging equality and social justice with excellence, and its mission to create sustainable and effective linkages between access to and success in higher education, has taken various forms. Taking cognizance of the need to offer a variety of programmes / courses in the area of vocational and professional education, the University has launched some Schools, like the School of Vocational Studies, the School of Business, Public Policy and Social Entrepreneurship, the School of Design and the School of Education Studies. AUD has also created Centres for research and practice, like ACIIE, CPR, CELE and CDP, which apart from their mandate of research and

advocacy, are also meant to create professionals in several niche areas. Nonetheless, all these programmes are located in a formalized and structured space and draw students who can bear the opportunity cost of foregoing work to engage in full-time education. There is a perceived need for the University to diversify into the continuing education space to take forward and extend its vision of equity and access, for population outside the fold of mainstream formal education. AUD is much better endowed and has in-house capacity to organize and offer a qualitatively richer and meaningful education / training in the continuing education space.

Identifying the continuing education space as central to its educational mission and vision, necessitates a re-alignment of academic, curricular and administrative emphasis across Schools and Centres and create a special purpose vehicle that can perform a coordinating role and anchor the process of re-envisaging a broader and more inclusive worldview with respect to the nature of students and teaching vistas for the University.

Further, the Proto-Planning Board (PPB) in its first meeting deliberated on the expansion of the University in the next few years and the possible directions this expansion could happen. The PPB has projected that the student strength of the University is expected to grow at least five-fold (from about 2400 hundred now to more than 13000) in the next 6-7 years. But most of this expansion would happen in the area of professional, vocational and continuing education, especially in the short-term courses offered in online and/or blended mode. It is expected that at any given time a large number of students enrolled in these courses would be transiting through the University. In this light, the PPB has suggested that appropriate institutional mechanisms / forums will need to be put in place to plan such courses and service the part-time students.

The proposed Centre for Continuing and Professional Education (C-PACE) is one of the institutional responses of the University to take up the above challenge. The C-PACE will have the following as its mandate:

1. Conduct need / demand analysis for courses / programmes in the areas of professional, vocational and continuing education, and share these with different Schools and Centres;
2. Plan and offer faculty development workshops;

3. Provide the necessary institutional support to Schools and Centres, and facilitate conduct of courses offered by them;
4. Identify in-house and external experts / resource-persons who could be employed for short periods to plan and execute these courses;
5. Raise funding for conduct of courses, and support the core and temporary staff of the Centre.

The Centre will strive to achieve financial self-sufficiency in about five years, and generate a corpus to the extent of at least 25 per cent of its annual revenue in the next 10 years. Except for some courses aimed at marginalized segments of the society, all programmes / courses will be self-financed (which will include the operational cost of the Centre).

In the first few years, C-PACE will work in association with CELE to offer English proficiency courses to high school students of government schools of Delhi. It will also provide the necessary institutional support to SES in developing and offering in-service teacher education courses to teachers and administrators of Delhi schools. In the near future, several courses in level 4 & 5 of the NSQF framework will also be offered in association with SVS. Based on the results of the need/demand analysis, more courses / programmes will be offered in collaborations with other Schools and Centres.

The staff structure will consist of programme managers for each areas / field who will coordinate all the activities with the help of student interns (graduates of AUD, as well as existing students paid under 'earn while you learn' scheme). A Director who could either be an existing faculty member seconded from a School, or someone appointed on medium-term contract will head the Centre.

As per the statutory requirement, an **Advisory Committee** will be appointed. A **Steering Committee** consisting of members of AUD will provide a more regular oversight and advisory role.

Ambedkar University Delhi

School of Education Studies

Teacher Education Unit

Concept Note on Continuing Professional Development for Educators

Context

The proposal for the launch of Continuing Professional Development (CPD) focuses on providing courses and programmes for prospective and practicing educators in the school education system. It is situated in the current context of school education and specifically in-service teacher education in the country. The quality of public school education is one of the core challenges of education in India. This challenge is closely related with both the lack of sufficient numbers of trained teachers and inadequate quality of pre-service teacher education and in-service provisions for practicing teachers (NCTE, 2009; GoI, 2012). These challenges are situated in a long-drawn history of the public school system and the status and motivation of teachers in the country (Kumar, 1991; Ramachandran, 2009). Research also indicated that in the case of a large majority of private schools these same issues are evident. These realities coexist with inadequate opportunities for further professional development of various other educators and stakeholders who may not be directly engaged with classroom teaching but are integral to and influence the quality of school system in major ways. These include school leaders, educational administrators and planners, system managers, teacher educators, curriculum developers, textbook designers, content writers, counsellors, entrepreneurs, and parents and community members.

While there have been some initiatives to address the concerns at least with regard to in-service training of school teachers, these have further enhanced the separation between pre-service and in-service teacher education – rather than instituting a continuing professional education and development model (NCTE, 2009). The provisioning of in-service education is largely done by the State through SCERTs and DIETs that are outside the ambit of the universities (with other small scale programmes offered by NGOs). As a result, the practicing educators “continue to be isolated from centres of higher learning and their professional development needs remain unaddressed” (NCTE, 2009, p. 6).

Currently, there are four prominent models for in-service teacher education in India, such as, the standardised cascade model, reflective teacher model, whole school model/school improvement programmes model and on-site/split-site models. While there are nuanced differences in the nature and quality of practices across these models, the predominant in-service programmes are offered in the form of yearly en-block 4-10 days trainings. AUD's previous engagement with school teachers validates the perception that these existing styles of in-service education have both conceptual and quality challenges and are found to be inadequate by school teachers (AUD & Ahvaan Trust, 2014). These challenges are also related to how these models define what "works" in classrooms and how they perceive the role of teachers and other educators in the system.

Continuing Professional Development at the School of Education Studies, AUD

School of Education Studies (SES) at AUD envisages engaging with this scenario, particularly in the context of Delhi, with a view to both understand and address it. Towards achieving this objective, a Teacher Education Unit (TEU) has been created in SES. The TEU is envisioning a seamless continuum of programmes that provide Initial Professional Preparation and CPD opportunities for a range of educators. These programmes include: Integrated Pre-Service; In-Service; MEd; Research programmes, as well as stand-alone courses.

The CPD model that AUD is proposing is built upon six core principles/objectives:

- *Provide quality professional development opportunities to educators to enable them to critically articulate and implement educational change not just in the classroom but at multiple levels.*
- *Provide flexible pathways for CPD that can be built toward a certificate, diploma, or degree and are duly credited, assessed and certified by the University.*
- *Sustained and prolonged engagement with the school ecosystem – as against largely training based and short-lived models.*
- *Sustained interactions during course transactions in multiple modes including face-to-face (through school-shift based, and weekends and vacation classes) and online and blended modality.*

- *Integrating pre-service, in-service and research* to harmonize the various structural, programmatic, and experience-based elements of pre- and in-service teacher education programmes (Knowles, 1998).
- *Developing University-School System partnership* for understanding educators' needs, providing feedback for continuous improvement in content, and enhancing the seamless interaction between in-service and pre-service designs.

Potential areas for CPD courses

The TEU intends to begin its activities with a limited number of stand-alone certificate courses for practicing educators in the current academic year (2018-19). The idea is to offer these as credited courses or baskets of courses. These courses could be assembled in a manner that would allow the educators to accumulate credits that with a suitable "capstone" module would culminate in a Diploma or a Degree programme.

Based on the consultations organised with experts drawn from academia as well as the field, TEU is currently exploring possible areas in which the pilot courses/modules may be launched. Some proposed areas (by categorical clusters) that are emerging from these consultations include the following:

- School subjects: Discipline and pedagogy (basic and advanced)
 - Language and literacy
 - Social-sciences (History, Civics, Geography, Economics)
 - Mathematics
 - Science
- Curriculum and assessment:
 - Developmentally and contextually appropriate curriculum
 - Learning assessment (e.g., Continuous Comprehensive Assessment; Assessing learning outcomes, etc.)
 - Material development (textbooks, case-study material, learning-aids)
 - Technology based teaching-learning
- Inclusive education:
 - Social context of learning
 - Gender and education
 - Disability and education

- Understanding the emotional world of school students
- Guidance and counselling
- School management, administration & organisation:
 - School leadership
 - School based planning
 - School and community linkages
- Education policies
- Tool courses
 - Computer literacy
 - Legal literacy
 - Research methods
 - Advanced statistics
 - Academic writing
- Mentored research dissertation/project

Before launching these standalone courses in all the potential areas, the plan is to pilot some of these to further refine the CPD approach, design and delivery. The following areas have been identified from which few (2 to 3) are proposed for pilot during Monsoon Semester 2018:

- School Leadership
- School in a Policy and Legal context
- Understanding the Emotional Needs of School Children
- Inclusive Education
- Design Applications in Education
- ICT in Education
- School subjects: Discipline and Pedagogy [Language and Literacy (priority is English); Mathematics; Social-Sciences]
- English Proficiency Course for School Teachers.

The Government of NCT of Delhi has allocated the Lodhi Road Campus and has sanctioned 58 faculty and 51 staff positions for teacher education programmes at AUD. The above activities will deploy resources from these sanctions. To initiate and coordinate the activities of the Unit, one current SES faculty member has been deputed to the Unit as Officer on Special Duty.

Annual Quality Assurance Report (AQAR)

2016 - 17

अम्बेडकर विश्वविद्यालय दिल्ली



Ambedkar University Delhi

Part – A

1. Details of the Institution

1.1 Name of the Institution **Dr. B. R. Ambedkar University**
(Ambedkar University Delhi)

1.2 Address Lothian Road
Kashmere Gate
Delhi 110 006

Shivaji Marg
Karampura
New Delhi 110 015

Institution e-mail address: info@aud.ac.in

Contact Nos. : 91 – 11 – 23863720 / 40 / 42 / 43

Name of the Head of the Institution: Professor Shyam B Menon

Tel. No. with STD Code: 91 – 11 – 23865070 Mobile: 9717719999

Name of the IQAC Co-ordinator: Prof. Praveen Singh

Mobile: 9971561804

IQAC e-mail address: iqac@aud.ac.in

1.3 NAAC Track ID: DLUNGN 11183

1.4 NAAC Executive Committee No. & Date: EC(SC)/04/A&A/08 dated 10-12-2014

1.5 Website address: www.aud.ac.in

Web-link of the AQAR: <http://aud.ac.in/events/iqac>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.02	2014	9 December 2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: 10/02/2015

(An interim IQAC was formed on 19/09/2014. The new IQAC was formed in the Senior Management Team (SMT) Meeting of 10 February 2015)

1.8 AQAR for the year: 2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

1.10 Institutional Status

University State ✓ Central Deemed Private

Affiliated College Yes No ✓

Constituent College Yes No ✓

Autonomous college of UGC Yes No ✓

Regulatory Agency approved Institution Yes ✓ No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution: Co-education ✓ Men Women

Urban ✓ Rural Tribal

Financial Status: Grant-in-aid ✓ UGC 2(f) ✓ UGC 12B ✓

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type, of Faculty/Programme

- Arts ✓ Science Commerce Law PEI (Phys Edu)
- TEI (Edu) ✓ Engineering Health Science
- Management ✓
- Others (Specify) Design, Performance Studies, Film Studies

1.12 Name of the Affiliating University (for the Colleges): N/A

1.13 Special status conferred by Central / State Government --
UGC/CSIR/DST/DBT/ICMR: No

Autonomy by State/Central Govt/ University:

- University with Potential for Excellence: No UGC-CPE: No
- DST Star Scheme: No UGC-CE: No
- UGC-Special Assistance Programme: No DST-FIST: No
- UGC-Innovative PG programmes: No Any other (Specify): No
- UGC-COP Programmes: No

2. IQAC Composition and Activities

- 2.1 No. of Teachers: 9
- 2.2 No. of Administrative/Technical staff: 11
- 2.3 No. of students: 2
- 2.4 No. of Management representatives: 1
- 2.5 No. of Alumni: 2
- 2.6 No. of any other stakeholder and community representatives: Nil
- 2.7 No. of Employers / Industrialists: 1
- 2.8 No. of other External Experts: Nil

2.9 Total No. of members: **26**

2.10 No. of IQAC meetings held:

2.11 No. of meetings with various stakeholders:

Faculty: **12** (programme / school wise meetings)

Non-Teaching Staff: **One**

Students: **12** (programme / school wise meetings with graduating batches)
+ **1** (all SFC members)

Alumni: **Nil**

Others: **Nil**

2.12 Has IQAC received any funding from UGC during the year? **No**

If yes, mention the amount

2.13 Seminars and Conferences (only quality related): **One (Practical Pedagogies for Reading and Writing at the University, by Dr. Anannya Dasgupta, Shiv Nadar University February-March 2017)**

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 1	International	National	State	Institution
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(ii) Themes: **Practical Pedagogies for Reading and Writing**

2.14 Significant Activities and contributions made by IQAC?

- IQAC initiated discussions on developing and offering meaningful faculty development programmes. The first professional development workshop for the faculty members was conducted during February-March 2017 on the theme of **Practical Pedagogies for Reading and Writing at the University**, by Dr. Anannya Dasgupta, Shiv Nadar University **February-March 2017**.

- The IQAC also anchored discussions on the proposal for programme reviews of academic programmes which have completed five cycles along with the Decennial Review of the University itself. A series of discussions were organised with external experts like Professor Deane Neubauer (Co-Director, Asia Pacific Higher Education Research

Partnership, the East West Centre, Hawaii) on governing university as a learning organisation. Discussion was also initiated with select universities through a round-table on innovation and directions for rethinking liberal arts and humanities undergraduate education in April 2017. Representatives from FLAME University, Ahmedabad University, Manipal University, Tata Institute of Social Sciences, Ashoka University, Shiv Nadar University and O.P. Jindal University attended the meeting

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements / Outcomes
Conduct reviews of the University / School level processes and activities	Reviews will help take stock and help plan for the future
Conduct consultations for preparations of the 3-Year Action Plan and 7-Year Action Plan	These plans will be finalised and processes and structures to implement these plans will be put in place
Initiate reviews of Teaching and Research Programmes	Review process will help programme / School teams to make necessary changes towards quality enhancement.
Set-up a Special Purpose Vehicle for fund raising and management	Help create a larger corpus
To initiate discussions on setting-up new structures, processes and mechanisms to help the expansion of the University while maintaining quality	

2.15 Whether the AQAR was placed in statutory body: Yes

The AQAR has been placed before the Board of Management in its meeting held on ---
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Part – B

Criterion I: Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	09		-	-
PG	17		-	-
UG	07		-	-
PG Diploma	01		-	-
MPhil	05		-	-
Others	-		-	-
Total	39		-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	39
Trimester	00
Annual	-

1.3 Feedback from stakeholders*

Alumni: No

Parents: No

Employers: No

Students: Yes

Mode of feedback: **Manual and Online**

Currently, feedback from the students is taken for each course. The course and programme teams then discuss student feedback and make the necessary corrections. Similarly, the IQAC initiated feedback sessions with graduating students, along with the programme teams. But these feedback processes have not yet been formalised. Hence, the analysis of

the feedback is currently not available. We hope to start a more formal process of collection of feedback and its analysis.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision / updation of syllabi is regularly carried out by individual teachers as and when new literature is published. Any major changes are brought to the Board of Study of the School and from there to the Academic Council (and its Standing Committees) for ratification.

1.5 Any new Department/Centre introduced during the year. If yes, give details. Yes

SCHOOL OF VOCATIONAL STUDIES

The School of Vocational Studies (SVS) was formally instituted in February 2017. Through its various academic programmes, the School aims to bridge the gap between the skill-profiles of the graduates and those that are required by the industries in the job market. The School will offer three vocational programmes in 2017–18 academic session with multiple entry and exit options that will lead to Certificate, Diploma, Advanced Diploma and Bachelor of Vocation (BVoc) degrees. The three BVoc programmes to be offered from the next academic year are: i. Tourism and Hospitality (T&H); ii. Retail Management (RM); and iii. Early Childhood Centre Management and Entrepreneurship (ECCME). The courses are developed in partnership industry experts, academicians and associations/institutions like Retailers Association of India, Tourism and Hospitality Sector Skill Council (THSC), Centre for Early Childhood Education and Development (CECED, AUD), and National Skill Development Corporation (NSDC), etc. The curricula of the programmes is being designed keeping in mind the current trends as well as the future ones to ensure that the programmes are dynamic and relevant for its main purposes—employability and entrepreneurship.

Apart from this, the School will, in future, offer short duration certificate programmes on skill development for meeting the immediate requirement of the workforce. These courses will provide students with the required academic background and skill-set for meaningful employment.

SCHOOL OF LETTERS

The new School of Letters offers a range of interdisciplinary courses and programmes in the literary humanities that support, encourage and redefine the meanings of literature, culture, language and humanisms in historical and contemporary perspectives. It hopes to ground the reading of literature within its social contexts and encourage skepticism and a free environment in which discussion and debate can be kept alive. The approach will be inclusive and innovative with an emphasis on new perspectives even in the study of mainstream literature. The courses on offer are MPhil and PhD in Comparative Literature and Translation Studies, and PhD in English. From the next academic year the MPhil and PhD programmes in Hindi and Masters Programme in English will be offered by the School.

SCHOOL OF LAW, GOVERNANCE AND CITIZENSHIP

The School aims to offer an interdisciplinary perspective on the fertile and complex interactions of law, culture, politics, and social structures. Rather than treating the law merely as a domain of legal practice or as a body of knowledge reserved for lawyers and legal scholars, the school understands the law to be a contested terrain of practice and knowledge that is best investigated in a creative and collaborative manner. While the study of law has traditionally been the exclusive domain of law schools or law departments within universities, the location of a school for the study of law within a social sciences and humanities university offers a unique opportunity to creatively intervene in the dome of legal education and scholarship. The School seeks to bridge this discursive gap and to create a long term intellectual home for inter-disciplinary legal studies. The first programme of the school is an MA in Law, Society and Politics which is designed with the premise that a focus on the intersection of law and politics is of crucial importance in shaping a better modern India. The program will combine a historical understanding of how some of these issues have emerged from the colonial period through the immediate postcolonial period where bodies such as the Constituent Assembly became key sites for the articulation of competing ideas of nationhood, governance and citizenship.

In the coming year, the School will offer a range of innovative MA programs in Legal and Political Theory, Law and Culture, Comparative Constitutionalism, Sociology of Law and LLM Program with a view to defining cutting edge socio-legal scholarship.

CENTRE FOR ENGLISH LANGUAGE EDUCATION

English language proficiency is unarguably one of the most essential requirements for University study. In order to fulfil the objective of supporting language needs of students on an ongoing basis, it is necessary to have dedicated faculty members with expertise in English language teaching (ELT). To undertake the work exclusively in the area, the Centre for English Language Education was established. The Centre is planning to offer regular/part time/weekend courses such as the following:

- Foundation courses at the undergraduate level
- Short need-based courses, e.g. Advanced English for academic reading and writing, critical thinking — skills
- Provide continuing support to students with their English language needs in collaboration with subject teachers in different programmes/schools
- A range of credit-bearing courses as part of BA (English), MA (English), MA (Education)
- MA (Education-ELE): 12 months or two years with a provision to exit with a Diploma or Certificate depending on the number of credits obtained.
- MA (Education-ELE- elementary/secondary/tertiary) depending on the core and optional modules
- Short, need-based, stand alone courses, e.g. teacher development, action research,
- Mentoring, starting a teachers' association, trainer training, development of tests at particular levels
- Ph.D. (Education-ELE)
- Consultancy services to be offered in ELE.

Criterion II: Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others*
145	103	22	17	03

* Others include 3 Other Academic Staff (Library)

2.2 No. of permanent faculty with Ph.D.: 97

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Assistant Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
31	02	05	01	07	00	06	00	49	03

2.4 No. of (a) Guest Faculty: * (b) Visiting faculty: 4 (c) Temporary faculty: 7 (d) Contractual Faculty (3-5 years contracts): 22

* Guest Faculty are invited from time to time to take sessions in specific courses, and for workshops and seminars. A complete compilation at the University level is not available.

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	04	07
Presented	16	18	02
Resource Persons	01	08	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The faculty at AUD continuously work towards innovations in both content and pedagogy. The innovative processes adopted by the institution in Teaching and Learning have been described in Section 2.3.11 of the NAAC SSR Volume 1. To ensure sustainability of the best practices in teaching and learning, and ensuring continuous improvements, a variety of in-house induction programmes and faculty development programmes were held this year. 2016-17 witnessed a massive recruitment drive especially because of the growth in the number of programmes offered and an additional campus getting added. An induction /

orientation programme was held for all the new faculty to familiarise them with structures, systems and practices at AUD. Further, the IQAC organised a series of Faculty Development Workshops on Practical Pedagogies.

Several rounds of discussions have been held around setting up of an Academic Development Cell, which will be responsible for organising workshops on a continuing basis, to enhance faculty development, such as those on higher education pedagogies, curriculum development and academic skills support.

2.7 Total No. of actual teaching days during this academic year:

Monsoon Semester 2016: 84 days

Winter Semester 2017: 83 days

Total: 167 days

2.8 Examination / Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examination Reform

- The Assessment and Evaluation Services (AES) division has provided the framework, which needs to be followed by every school for conducting the assessments and entry of grades in ERP. The division has also developed a monitoring mechanism in cooperation with School Deans, Programme Coordinators and Course coordinators.
- It has been made mandatory for all the course coordinators to enter the component-wise grades in ERP in a timely manner. The ERP system then calculates the final grade. In this manner all the assessment details of any course taught at the University is recorded on ERP. Thereby enabling the ERP to be a repository of all the assessment records of the students.

2.9 Number of faculty members involved in curriculum restructuring /revision / syllabus development as member of Board of Study /Faculty / Curriculum Development workshop:

In tandem with University's firm belief in decentralized and non-hierarchical structures in its academic governance and administration, all the members of the University's faculty are

involved in curriculum development, revision and restructuring. But while individual teachers and programme teams have the autonomy to make these changes, the University has also set in place appropriate mechanisms to maintain and monitor quality. New course outlines and significant changes in existing course outlines developed by faculty members are therefore passed by the Boards of Study of the relevant School, the Standing Committees of the Academic Council and the Academic Council, before they are brought to the classroom.

2.10 Average percentage of attendance of students: **Not available**

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Category 1 A+	Category 2 (A- to A)	Category 3 (B+ to B)	Category 4 (B- to C+)	Pass (%)
BA	209	-	25	90	46	77.0
MA	419	-	89	266	25	90.6
PG Diploma	7	-	0	5	2	100
M Phil	44	-	7	6	0	29.5*

* The results of the M.Phil. viva takes about a year.

2.12 How does IQAC Contribute / Monitor / Evaluate the Teaching & Learning processes:

IQAC has initiated the programme evaluation process. The team is studying similar exercises done in institutions in India and abroad, and will be framing a template and process of programme evaluation at AUD. It is envisioned that programmes should go through the evaluation and review process every 5 years.

As mentioned in point 2.6 above, the IQAC initiated discussions/consultations and organised workshops around teaching pedagogies for AUD faculty as an endeavour to bring continuous improvements in the teaching learning process. Deliberations are underway to constitute an Academic Development Cell as well.

To evaluate and monitor the teaching and learning processes, a committee was constituted consisting of faculty and representative of student services division. The committee examined present system of feedback and also consulted various constituents as well including SFC's (Student Faculty Committee) student representatives. The committee has given its recommendations which will need to be implemented.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	05
Faculty exchange programme	01
Staff training conducted by the university	81*
Staff training conducted by other institutions	10
Summer / Winter schools, Workshops, etc.	04
Others	-

*(28 participants in Excel Training in May 2017)
 (28 participants in Excel Training in June 2017)
 (25 participants in CPSH Workshop in June 2017)

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the year	Number of positions filled temporarily
<i>Administrative Staff</i>				
Group – 'A'	18	5	7	13
Group – 'B'	2	55	-	13
Group – 'C' & 'D'	1	22	-	81
<i>Technical Staff</i>				
Group – 'A'	2	-	2	1
Group – 'B'	-	4	-	-
Group – 'C' & 'D'	-	-	-	4

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitising/ Promoting Research Climate in the Institution**

Between July 2016 to June 2017, IQAC undertook implementation of the objectives outlined in the AQAR 2015-16. These objectives were related to (a) promoting original research by faculty and research scholars at AUD, (b) increasing support for professional and academic development through participation in workshops, and conferences (c) launching new areas of study/learning. Some of the major work undertaken during this year are:

I. Advisory Committee on Research and Project Management Initiatives

As of August 2016, Standard Operation Procedures related to research and project management are in place after due consultation with various stakeholders. The intent of the SOPs is to facilitate proposal writing, application to external agencies, and carrying out project work, within clearly laid out procedures.

The ACRPM also sought faculty opinions on the prevailing research environment in the university and specific issues were identified through this exercise. One of these, that is, the non-availability of sufficient funds to begin research, formed the basis for developing the Seed Money Grant Research Scheme, which will provide up to Rs. 1 Lakh to faculty members to initiate research work. The scheme is to be launched in September 2017. A Faculty Seminar and Paper Presentation Series was initiated during the year, and two discussions were organised during March-April 2017. These events are important as they provide a platform for the faculty and research scholars to share their work among peers, get feedback on works in progress, and potentially, to collaborate with other faculty members.

II. Global Initiative of Academic Networks (GIAN)

GIAN is funded by the Ministry of Human Resources Development, and administered by IIT-Kharagpur. Through this programme, participating universities can apply for funds to conduct short-term courses by eminent foreign faculty. The programme not only introduced

cutting edge work on specific fields to scholars and students at AUD, but also acted as a spur to collaborative research between AUD and their respective foreign institution. In 2016, the first GIAN-funded course on Urban Ecology was organised with Professor Daniel Schneider, University of Illinois at Urbana-Champaign as the resource person. Further, three proposals, one each in the areas of agrarian studies, folklore, and urban studies were made to GIAN authorities for courses in 2017. Two approvals have been received and course planning is in place.

III. Developing the field of Urban Studies at AUD

Consultative planning and several actions were undertaken during the year towards the development of urban studies as an area of research and teaching at AUD in 2016-17. A group of faculty and scholars, calling themselves the Urban Collective, organised four events during this period, including three seminars and a panel session. These conversations formed the basis of a background note for external consultation that took place in April 2017 with scholars and practitioners in the field of urban studies. A clear message that AUD should invest in developing and nurturing the area of urban studies was expressed at this meeting. Following this, faculty positions have been advertised so that a Masters programme can be created and operationalised for launch in 2018-2019.

IV. Supporting student research and dissemination

Over the years, and as noted in the previous AQAR, AUD has prioritised increased support for student research. To this end, the University resolved to fund research-related expenses on the one hand, and conference travel support on the other. Each AUD student is entitled to full-support for travel to present their paper in a reputed international conference, and one national conference. Further, PhD students are eligible to funds to present work at an additional national conference. During July 2016-June 2017, travel of a total of 10 students internationally, and of 10 students to national conferences was supported by AUD.

V. Training in research methodology

The Centre for Social Science Research Methods (CSSRM) has been set up in AUD to enhance dialogue across disciplines for research, training and capacity building activities

related to research methodologies. CSSRM organised a meeting with faculty members as well as research scholars in the second half of 2016 towards a needs analysis. Thereafter several initiatives have been taken, which include: setting up a nodal guidance centre for visual explorative methods; a two-day short course on 'Philosophy of humanities and social science research' geared towards research scholars; a two-day short course on the use of Atlas-ti for qualitative data analysis; workshop on urban ethnographic methods; and a five-day writing workshop for students and faculty. It is hoped that the Centre will continue to coordinate and carry out similar initiatives.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	14	26	--	--
Outlay in Rs. Lakhs	1002.42 + Euro 162455 + Pounds 30000	1348.44 + USD 420000	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	4	--	--
Outlay in Rs. Lakhs	9.11	8.88	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	19	5	1
Non-Peer Review Journals	-	15	13
e-Journals	-	-	-
Conference proceedings	1	2	-

3.5 Details on Impact factor of publications:

Range **.14-2.2** Average **.45** h-index **28.37** Nos. in SCOPUS **19**

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

	Nature of the Project	Director / PI	Duration Year	Name of the funding Agency	Total Grant Sanctioned (INR Lakh)	Received (INR Lakh)
A	Major projects (On going)					
1	Research (The State, Globalization and Industrial Development in India: The Political Economy of Regulation and Deregulation)	Dr. Arindam Banerjee	3 years	Norwegian Institute of International Affairs (NUPI)	50000 USD	33.08
2	Building an oral history archive and Publication - Involves research, interviews, archiving, releasing a publication (Delhi Oralities Project)	Dr. Sanjay Sharma	2 years	ICSSR	12.00	9.60
3	Curriculum Development (Institutionalising 'A MPhil in Development Practice')	Dr. Anup Dhar	4 years	Jamsetji Tata Trust	346.97	238.53
4	Research (Livelihood and Identity Among the Pulayas: A Case Study of Sarpam Thullal in Kerala)	Dr. Shailja Menon	2 years	ICSSR	15.00	12.75
5	Research (Migration, Urban Settlements and Livelihoods)	Dr. Sumangala Damodaran	2 years	Indira Gandhi Institute of Development Research	10.00	4.50

	Nature of the Project	Director / PI	Duration Year	Name of the funding Agency	Total Grant Sanctioned (INR Lakh)	Received (INR Lakh)
6	Research (Support for research on non - timber forest produce markets to strengthen livelihoods of tribal communities in some of India's poorest marginalized regions)	Dr. Anup Dhar	3 years	Ford Foundation (USA)	USD 370000	81.48
7	Design Innovation Centre	Dr. Jatin Bhatt		MHRD	57.00	25.00
8	Incubating community - based Social Initiative - Kinare	Dr. Anup Dhar	1 Years	Pricewaterhousecoopers (PWC) India Foundation	4.00	4.00
9	Derivation on Group Algebra and its Application	Balchand Prajapati		Science & Engineering Research Board (SERB)	2.28	2.28
10	Impact of Early Learning, Socialization and School Readiness experiences in pre-school on educational and behavioral outcomes along the primary state	Dr. Sunita Singh	5 Years	CIFF	186.00	152.13
11	Technical Assistance on Early Childhood Education to states	Dr. Sunita Singh	1 year	UNICEF	27.76	18.28
12	Capacity Building Programme for Scaling up of Mother Tongue Based Multi - Lingual Learning and Parent	Dr. Sunita Singh	8 Months	Disha - BVLFF	38.53	34.67
13	Impact of the Mobile Reading to children Intervention on	Dr. Sunita Singh	1 year	MR2C	39.58	30.02

	Nature of the Project	Director / PI	Duration Year	Name of the funding Agency	Total Grant Sanctioned (INR Lakh)	Received (INR Lakh)
	Caregivers Behaviour and Attitude".u					
14	A W Mellon Foundation	Dr. Sunita Singh	1 year	University of Cape Town, South Africa	16.02	16.02
15	Developing Early Learning and Development Standards (ELDS) for Children from Eight years in the indian context	Dr. Sunita Singh	1 year	UNICEF (ELDS)	232.94	232.94
16	Development of Responsive Care & Early Stimulation Framework & Manuals	Dr. Sunita Singh	1 year	Plan India	6.47	5.82
17	Research (Mapping Socio-Ecological Vulnerability: Nature, Society and Markets)	Dr. Praveen Singh	NA	ICSSR	21.87	18.59
18	Oration / Memorial Lecture - Annually & Fellowships for MPhil students (Development Practice)	Dr. Anup Dhar	NA	Rohini Ghadiok Foundation	9.3	9.3
19	Sponsored the stipend M Phil Programme 2014-15 Batch	Dr. Anup Dhar	NA	NSDL e - Governance	52.95	50.36
20	Sponsored the stipend M Phil Programme	Dr. Anup Dhar	NA	Bharti Gupta Ramola	12.6	12.6
21	Rethinking Asian Studies in a Global Context	Dr. Sanjay Sharma	4 Years	University of Leiden	22.73	10.12
22	Changing Dimensions of labour and Emploment in Media : A study of Print	Dr. Babu P. Ramesh	24 Months	ICSSR	8.0	3.2

	Nature of the Project	Director / PI	Duration Year	Name of the funding Agency	Total Grant Sanctioned (INR Lakh)	Received (INR Lakh)
	Journalists					
23	Impact of Protracted Conflict Situation and Violence on Mental Health of Adolescents in jammu and kashmir	Dr Urfat Anjem Mir	24 Months	ICSSR	6.5	2.6
24	MA Dance Programme	Dr Rajan Krishnan	27 Months	Sir Ratan Tata Trust	214	72
25	Urban Futures in the Indian Himalayas	Dr. Rohit Negi	1.5 years	AUD	3.94	3.94
26	Rights and Development: An Ethnography of Welfare Policy Implementation in South-West Madhya Pradesh and Delhi	Dr. Nandini Nayak	3 years	AUD	2.0	2.0
B	Major projects (Completed)					
1.	Academic Programmes: MA Education (Early Childhood Care and Education) and PG Diploma ECCE	Dr. Sunita Singh	3 years	Sir Ratan Tata Trust (SRTT)	70.00	70.00
2.	Curriculum Development for Undergraduate Teaching (Enhancing quality, access and governance of undergraduate education in India - E-QUAL))	Prof. Denys Leighton, Prof. Asmita Kabra, Dr. Suresh Babu, Dr. Rohit Negi, et al	May 2014 - May 2017	British Council, European Commission of the European Union	Euro 162455	110.18
3.	Strengthening Quality in Early Childhood Care and Education (ECCE) in support of Achieving sustainable development	Dr. Sunita Singh	1 year	IECEI (UNICEF)	73.66	73.66



	Nature of the Project	Director / PI	Duration Year	Name of the funding Agency	Total Grant Sanctioned (INR Lakh)	Received (INR Lakh)
	Goals					
4.	Research (Service Quality in Restaurant Industry: A Study of Selected States of North India)	Dr. Kartik Dave	1.5 Years	ICSSR	5.00	4.99
5.	Supports Exceptional social entrepreneurs with powerful ideas provides a platform for the sharing of innovation and highlights learning and knowledge that can influence public policy.	Dr. Sunita Singh	1 year	CSF (Central Square Foundation)	35.00	17.50
6.	Savings Brains: Changing Mindsets	Dr. Sunita Singh	2 Years	Mobile Creches	40.16	31.35
7.	Evaluation of PREM CBCD Center	Dr. Sunita Singh	1 year	BVLF	20.57	20.57
8.	Social Entrepreneurship Education and Incubation through Indo - UK collaboration	Dr. K. Mamkoottam	1 Years	British Council	Pounds 30000	7.00
9.	Support for Transformation for Rural Development	Dr. Anup Dhar	1 Years	Jamsetji Tata Trust	4.59	4.59
10.	Making Liveable Lives : Rethining Social Exclusion	Nihirika Banerjea	8 Months	The University of Brighton	8.55	8.55
11.	Gian Project	Dr. Rohit Negi		IIT khargpur	5.44	5.44

	Nature of the Project	Director / PI	Duration Year	Name of the funding Agency	Total Grant Sanctioned (INR Lakh)	Received (INR Lakh)
12.	UGC		5 Years	UGC	700	420
13.	Urban Heritage Confrence	Dr. Sanjay Sharma			4.58	4.58
14.	NIH-YALE	Dr. Sunita Singh	1 year	NIH-YALE	34.87	34.87
C	Minor Projects (Ongoing)					
1	Building an Archive - Involves research, digitization & archiving (Lotika Varadarajan Ethnographic Archive)	Dr. Sanjay Sharma	9 months	Vasant J Seth Memorial Foundation	3.00	3.00
2	Help Your NGO	Dr. Anup Dhar		Help your NGO	3.30	3.30
3	The University of Texas, Austin, USA	Dr. Sanjay Sharma		The University of Texas, Austin, USA	1.33	1.33
4	Farming in dryland Central india (MP)	Dr. Sanjay Sharma		INTACH	1.25	1.25
D	Minor Projects (Completed)					
1	Research (Culture and Ecology of Sacred Groves and Temples in Manipur)	Oinam Hamlata Devi	1 year	ICSSR	4.00	4.00
2	CARE	Dr. Sunita Singh	3 Months	CARE India	4.23	1.67
3.	Long-term studies on ecosystem dynamics and	Dr. Suresh	1 year	AUD	88,000	88,000

	Nature of the Project	Director / PI	Duration Year	Name of the funding Agency	Total Grant Sanctioned (INR Lakh)	Received (INR Lakh)
	natural resources	Babu				

3.7 No. of books published
 i) With ISBN No.: 16
 ii) Without ISBN No.: Nil
 iii) Chapters in Edited Books: 31

3.8 No. of University Departments receiving funds from
 UGC-SAP: **None** CAS: **None** DST-FIST: **None** DPE: **None**
 DBT Scheme/funds: **None** Others:

3.9 For colleges: **N/A**

3.10 Revenue generated through consultancy: **Nil**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	3	2			
Sponsoring agencies	a. AUD b. Kohima Institute c. British Council - European Union				

3.12 No. of faculty served as:

(a) Experts: **12** (b) Chairpersons: **7** (c) Resource Persons: **11**

3.13 No. of collaborations:

(a) International: **10** (b) National: **5** (c) Any other: **5**

3.14 No. of linkages created during this year: **14**



3.15 Total budget for research for current year in lakhs:

(a) From Funding agency: **Rs. 642.65 lakh**

(b) From Management of University:

(c) Total: **Rs. 642.65 lakh**

3.16 No. of patents received this year: **None**

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	District	College
2		2				

3.18 No. of faculty from the Institution who are:

(a) Ph.D. Guides: **32** (b) Students registered under them: **67**

3.19 No. of Ph.D. awarded by faculty from the Institution: **One**

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

(a) JRF: **11** (b) SRF: **1** (c) Project Fellows: **Nil** (d) Any other (AUD Stipend): **88**

3.21 No. of students Participated in NSS events: **Not available**

(a) University level (b) State level (c) National level

(d) International level

3.22 No. of students participated in NCC events: **Not available**

(a) University level (b) State level (c) National level

(d) International level

3.23 No. of Awards won in NSS: **Not available**

(a) University level (b) State level (c) National level

(d) International level

3.24 No. of Awards won in NCC: **Not available**

- (a) University level (b) State level (c) National level
(d) International level

3.25 No. of Extension activities organized:

All the extension activities organised by the University (see details in 3.26) are ongoing and not event based. Hence, it will be difficult to give an exact number to such activities.

- (a) University forum (b) College forum (c) NCC / NSS (d) Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

• ***AUD Centre for Innovation, Incubation and Entrepreneurship***

The following activities were undertaken by AIICE in the sphere of extension activities and Institutional Social Responsibility.

○ *Seminars/ Workshops*

The following 5 workshops and seminars were organized for the student community of AUD, with the objective of mobilizing and drawing a larger candidate base for the Centre as well as providing useful inputs to those considering initiatives in Social Development/ Entrepreneurship:

- i. Entrepreneurial Ideation Workshop, conducted by Dinesh Korjan.
- ii. Social Entrepreneurship in UK, Talk by Belinda Bell
- iii. Imagining Alternatives Workshop, conducted by Saif Ali.
- iv. Business Model Generation Workshop, conducted by Abhishek Dwivedi.
- v. Social Entrepreneurship Case Presentation by Sahil Dharia, Soothe Healthcare.

○ *Incubation*

The Centre has identified 6 candidates for incubation. The projects that the incubates are working on include: (i) Connecting organic farmers to urban customers, (ii) providing mental health care services to the marginalized section of society; (iii) creating a web based application that will provide integrated and comprehensive support in managing diabetics to those affected by the disease; (iv) Setting up a collective business enterprise involving grassroot level e-waste recyclers, to manage e-waste using safe practices; (v) Exploring

better livelihood alternatives for unrecognized farmer communities settled along the Yamuna river in Delhi by setting-up terrace based agriculture in urban areas of Delhi, where traditional expertise of concerned farmers could be fruitfully put to use; and (vi) Setting-up a Waste Management Enterprise where the house-hold waste is properly segregated, recycled and sold generating income options for those directly engaged with waste collection.

- ***School of Design (SDes)***

The School of Design received funding for Design Innovation Centre (DIC) for two projects namely, (i) Last Mile Connectivity by integrating Cycle Rickshaws through Technology interface and (ii) Urban Farming under Hub and Spoke Scheme of MHRD Government of India.

- ***Centre for Community Knowledge (CCK)***

The following activities were undertaken by CCK in the sphere of extension activities and Institutional Social Responsibility.

1. Delhi Citizens Memory Programme - Engaging with people and communities to cooperatively document collected oral narratives of people's lives, livelihoods, histories and knowledge from Delhi and its environs. These are then shared with the city public through local exhibitions in the form of innovative Neighbourhood 'Pop-up' Museums.
2. North East Region – CCK is partnering with community based organisations in Northeast India on community led projects on oral cultural traditions. These include digital documentation of intangible traditional knowledge, workshops reassessing material culture using community perspectives, and is working towards a programme supporting community based researchers.

- ***Centre for Early Childhood Education and Development (CECED)***

The following activities were undertaken by CECED in the sphere of extension activities and Institutional Social Responsibility.

1. Earlyscope Web Portal (<http://eceptoral.in>): This is a space for initiating focused interactions across policy makers, practitioners, academicians, researchers, professionals, parents and children.

2. A panel discussion, What works in girl's education: Issues and challenges, was organized in collaboration with CARE India at the India International Center, New Delhi, India, 13 July 2016.
3. A National conference, Enhancing readiness ensuring learning: A conference on school readiness, was organized in partnership with UNICEF and Children's Investment Fund (CIFF), 20–21 October 2016.
4. Seminars were organized to disseminate the findings of the Indian Early Childhood Education Impact Study in Warangal, Telangana (8 November 2016); Guwahati (21 November 2016); and Hyderabad, Telangana (8 December 2016).
5. An advisory group meeting was organized to discuss 'Development and standardisation of tools for assessment of quality of programme, school readiness and learning levels of 4 to 8 year olds' (20 September and 7 October 2016).

Criterion IV: Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Kashmere Gate Campus				
Campus area	5.214 Acres	-	GIA	5.214 Acre
Class rooms	36	-	GIA	36
Laboratories	7	-	GIA	7
Seminar Halls	1	-	GIA	1
Karampura Campus				
Campus area	6.267 Acre	-	GIA	6.267 Acre
Class rooms	10	-	GIA	10
Laboratories	0	-	GIA	0
Seminar Halls	1	-	GIA	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year	27	96	GIA	123
Value of the equipment purchased during the year (Rs. in Lakhs)	2,14,58,789	1,46,34,269	GIA	3,60,93,058
Development of new Campuses of AUD (Expenditure on construction of boundary walls)	2,10,71,640	23,09,640	GIA	2,33,81,280

4.2 Computerization of administration and library

The following initiatives were implemented in the current year:

- Activation of the ERP store module
- Customization in ERP Student and AES Modules to facilitate Degree Printing for Convocation in Hindi and English, QR Code Generation for Transcripts, Time Table and Monthly Attendance Upload, Availability of No-Dues Certificate from ERP
- Enhanced Security and Double lock system for grades, course registration, attendance and degree printing

- Changes in Online Application Form to facilitate easier release of shortlists and admission lists.
- Student wi-fi access in both campuses for all student/faculty/staff, and expansion of network via optical fibre in Social Science Block in Kashmere Gate Campus
- New Job Portal implemented successfully for teaching and Administrative positions.
- For the visually impaired, JAWS software was installed in Library.
- The KOHA OPEN Source Library management software was installed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
<i>Text Books</i>	32652+	743,22,512	8130+9	122,80,722	40782+3	866,03,234
<i>Reference Books</i>	3739 Gifted		5 Gifted		964 Gifted	
<i>e-Books</i>	46042	36,83,134	152000	325,446	198042	40,08,580
<i>Journals</i>	66	11,90,960	19	7,01,105	85	18,92,065
<i>e-Journals</i>	15000	480,96,236	+2526	107,81,446	17526	588,77,682
<i>Digital Database</i>	15	44,42,117	+5	99,62,698	20	144,04,815
<i>CD & Video</i>	210	1,36,863	32+ 11 Gifted	43,534	253	1,80,397
<i>Others (specify)</i>						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	553	5	100	1	1	1	1	
Added	131	2	-	1	1	1	-	
Total	684	7	100	2	2	2	1	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.):

A module is being developed for training for administrative staff on using spreadsheets to effectively analyse data related to students (attendance, academic performance, admission),

Criterion V: Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

- *On Student Feedback*

IQAC organized a session on Student Feedback and the concerned divisions i.e. Student Services (SS) and Assessment, Evaluation and Student Progression (AES) Divisions were advised to have in place an appropriate and consistent student feedback mechanism as well as recording of the same. IQAC also advised the divisions to put in place permanent mechanism to take the feedback from graduate students.

A committee was constituted to formulate process for the Student feedback mechanism to identify (i) the process by which student feedback should be collected, and (ii) suggest mechanisms for the same to enhance teaching-learning process in the University. The recommendations of the committee are being looked by the University authority bodies for implementation.

- *On Language support*

The language support classes were organised for students (i) to help students with their readings and writing assignments; (ii) to help students with online language activities and (iii) to organise language game sessions, movie screening and discussions. The classes were organised for the students in need through 25 student volunteers and the English language faculty.

- *Research Student workshop through CSSRM*

CSSRM organised a workshop for the Research Students on (a) Structure of research papers (b) Writing up research methodology -descriptive, narrative (c) Writing up research methodology – Quantitative (d) Writing the introduction, discussion and conclusion (e) Literature review & Organizing the argument (f) Critiquing and revising a manuscript (g) Writing for Publication (h) Publication process and formatting for submission (i) Ethics in research writing (j) Results and data presentation (k) Plagiarism, citation and referencing styles and (l) Preparation of draft research papers

payroll and finance. The University is entering its tenth year, and will soon be starting the process of Decennial Review. While the exact methodology is yet to be discussed, it is envisioned that as part of this process, the data (especially those pertaining to students – applications, admissions, attendance, academic performance during their stay at AUD) will be compiled across programmes, to draw meaningful insights.

4.6 Amount spent on maintenance in lakhs:

i) ICT	: 15.88
ii) Campus Infrastructure and facilities	: 31.81
iii) Equipments	: 21.38
iv) Others	: -
Total	: 69.07 lakhs

5.2 Efforts made by the institution for tracking the progression:

The IQAC is in the process of developing a correct methodology to regularly get feedback about the student progression. AUD will be entering in to tenth year of its operation, and is planning to launch a comprehensive Decennial Review of its constituents, its structures and its processes. To facilitate the process, a team of technical support staff will be constituted. One of the important tasks of the technical support team will be to compile the data related to students of the previous years, and put in place mechanisms to regularly analyse the data related to applications, admissions and student progression.

A separate division namely AES was created and notified on 27 May 2016 to look after issues related to Assessment, Evaluation and Student Progression. The primary responsibility of the AES division is to track students after admission to AUD and until they graduate. The division does this by creating the procedures and rules for (a) Course Registration of Students; (b) Recording of Attendance; (c) Assessment and grade submission; and (d) Promotion and award of degrees/ certificates.

It also incorporates the necessary interface with the Enterprise Resource Planning (ERP) system deployed at AUD. The AES Division works in close collaboration and coordination with the Student Services. The AES division is the repository division for all the assessment records of all students of the University. This is done online via ERP.

5.3 (a) Total Number of students

UG	PG	Ph. D.	M. Phil.
836	922	71	120

(b) No. of students outside the state: **120**

(c) No. of international students: **09**

(d) Gender distribution of students:

Gender	Number	Percentage
Men	786	40.32
Women	1163	59.68

(e)

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1144	198	135	276	04	1757	1169	298	144	329	09	1949

(f) Demand ratio: No. of applicants /No. of intake capacity

$$\text{BA} = (6409:445) = 14:1$$

$$\text{MA} = (5052:593) = 8:1$$

$$\text{MPhil} = (319:58) = 5:1$$

$$\text{PhD} = (132:51) = 2:1$$

Dropout: No. of students left/No. of students admitted x 100 = 515/1949 x 100 = 26%

BA (235:836) = 28.11%; MA (241:922) = 26.14%; M Phil (21:120) = 17.5%; Ph D (4:71) = 5.63

**The University adopted a policy of admitting 20% more students in each programme against the sanctioned intake. This has helped the University in decreasing the attrition rate.*

5.4 Details of student support mechanism for coaching for competitive examinations (If any): **None**

No. of students beneficiaries: **None**

5.5 No. of students qualified in these examinations

NET: **Not available**

SET/SLET: **Not available**

GATE: **Not available**

CAT: **Not available**

IAS/IPS: **Not available**

State PSC: **Not available**

UPSC: **Not available**

Others: **Not available**

5.6 Details of student counselling and career guidance

Language Cell

The Language Cell of AUD has initiated the Language Buddy scheme which connects students requiring language support with those students who are interested to work as language mentor. The cell had indentified students who were either in the a second or third year undergraduate student or post graduate/research student to help other students with their readings and writing assignments; help students with online language activities and to organise language game sessions, movie screening and discussions. 12 students from BA/MA/Research programmes were identified as mentors and in all around 30 students from UG and PG programme availed the benefit through language cell.

Mentorship and Counselling

- Ehsaas- The Psychotherapy and Counselling Clinic Unit of CPR

Since its conception in 2011, Ehsaas clinic at AUD has been functioning as the training, teaching and practice site for psychoanalytic psychotherapy. Housed within the university, Ehsaas serves crucial function to bridge the gap between academia and the marginal voices from the social, formulated through the language of ‘symptoms’. True to our vision and the university’s ethos of social justice and equality, Ehsaas provides low cost and free counselling and psychotherapy to cater to persons from all socio-economic backgrounds presenting diverse forms of psychological conditions. Ehsaas continues to make mental health services accessible not only to those coming from socio-economic margins but to also offer them a chance for in-depth listening and a provision for an engaged understanding of the life context and an empathic amelioration of their pain and symptoms. In the year 2016-17, approximately 231 patients have availed long-term and short-term psychotherapy at Ehsaas.

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	18	17	17

*The data in the table above relates only to one School – SES – which organises campus placements for its students. The University is in the process of setting-up a Placement Cell. Other Schools of the University are in the process of setting up a mechanism to track student progression. Currently, no data is available for placements for these Schools.

5.8 Details of gender sensitization programmes

The first duly elected Committee for Prevention of Sexual Harassment (CPSH) was notified on 16 September 2015. It consisted of 9 members – 3 faculty members, 4 students and 2 administrative staff members. At that time AUD had only one campus.

During the reporting period the following activities were carried out:

- o **Sensitisation activities**
 - a. In August 2016, campus-wide orientation sessions were held for the incoming students at both the Kashmere Gate and Karampura campuses and these were facilitated by the student and faculty representatives with the CPSH, and other faculty members of AUD. The sessions presented CPSH not as only a punitive body but also a forum for gender sensitisation and awareness. In order to make the sessions interesting and non-intimidating, clips from Bollywood films were used to draw attention to inappropriate behaviour depicted in popular culture. Animated films made by gender activists were also shown to introduce students to respectful and healthy student interaction. Students were made aware of the presence of CPSH on campus and were explained the procedures of making complaints if necessary.
 - b. In September 2016, Chair CPSH also conducted a brief orientation for newly inducted faculty members of AUD.
 - c. At the end of March 2017, supported by CPSH, the Ambedkar University Delhi Queer Collective organised a panel discussion on "Queer Violence and Forms of Resistance in Contemporary India". Panel members were from Queering Dalit collective, Nirantar, Centre for Gender and Education, YP Foundation and Pinjra Tod collective in Delhi. The event was widely attended by students and faculty members.
 - d. CPSH was also supported by efforts of other members of AUD community. School of Education Studies also organised a seminar on 16th Nov 2016 on In-between Romance and

Sexual Harassment: Young People's experiences of Eve-Teasing in the Urban Slums by Dr Kabita Chakraborty (York University).

o **Communication material**

CPSH created posters and pamphlets on the role and mandate of the CPSH in both Hindi and English for creating awareness on campus.

o **Creating Networks**

During this period, CPSH has tried to join existing networks on gender sensitization and create contact with NGOs such as Breakthrough, Partners in Law and Development and GSS as well as university centres such as Advanced Centre for Women's Studies, Tata Institute of Social Sciences, Mumbai in order to draw on their experience and expertise in raising awareness on the campus. We hope to organise many more events and debates on the campus through these partnership and also expand the capabilities of CPSH members.

o **Elections**

Opening of a new AUD campus at Karampura represents a new stage in the young and yet evolving history of AUD. The reality of AUD being a multi-campus university required developing new institutional mechanisms vis-à-vis CPSH policy as well. The one-year term of the student members of CPSH drew to a close in September 2016. However due to the autumn break and winter vacations, there was not adequate time to hold elections in both campuses. Formal extension of student terms were sought and put in place to tide over this situation. Elections were finally held in late March 2017 and students participated with enthusiasm and commitment to elect a fresh set of representatives.

o **Expansion**

Due to the case-load on CPSH, members felt the necessity for an interim expansion of the Committee to include more members in all categories. Student members were constrained by academic pressures and faculty and staff members were unable to cope with CPSH responsibilities along with their teaching and administrative responsibilities. Accordingly a request was made to the Vice Chancellor to expand the CPSH team, which was duly granted.

o **Amendments to AUD's Policy**

Given the fact that AUD has now become a multi-campus university, and following the interim expansion of the CPSH, amendments need to be made in the Policy. Accordingly, the Committee has put forth its suggestions and the lawyer who was part of the original drafting committee is examining these.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level: **None** National level: **None** International level: **None**

No. of students participated in cultural events

State/ University level: **None** National level: **None** International level: **None**

5.9.2 No. of medals / awards won by students in Sports, Games and other events

Sports: State/ University level: **None** National level: **None** International level: **None**

Cultural: State/ University level: **None** National level: **None** International level: **None**

5.10 Scholarships and Financial Support

<i>Monsoon Semester, July 2016 & Winter Semester, January, 2017</i>	Number of Students	Amount in Rs.
Financial support from institution-		
<i>Fee Waiver-</i>	712	256,59,750
<i>Learning Enhancement-Scholarship-</i>	**	53,75,767
<i>Earn While Learn Scheme-</i>	476	29,59,240
<i>Student Welfare Fund-</i>	90	7,15,800
	211	11,65,921
Total =		358,76,478
Financial support from government (AICTE)	--	<i>The information regarding Financial support by various state government directly to students as and when available</i>
Financial support from other sources	UGC JRF-11 SRF-01	<i>Information available with Finance Division</i>
Number of students who received International/ National recognitions	National Conference - International Conference -	10 students 09 students

** Full batch of students.

5.11 Student organised / initiatives

Fairs: State/ University level: **None** National level: **None** International level: **None**

Exhibition: State/University level: **None** National level: **None** International level: **None**

5.12 No. of social initiatives undertaken by the students:

The students of MBA programme organized a Blood Donation Camp, Cancer Awareness Talk and Internet Literacy Programme at Ambedkar University Delhi, March 2017.

A Diwali Mela was organised as a part of the community outreach programme and the revenue from sales was used to buy Diwali gifts for the guards and housekeeping staff of the University, 9 November 2016.

5.13 Major grievances of students (if any) redressed:

Till date 72 queries have been resolved through Online Problem Redressal System for Students; and Proctorial Committee resolved 6 cases.

The IQAC created a draft for setting up of Equal Opportunity Office. The Equal Opportunity Office (EOO) at AUD is imagined to be an overarching body within which structures exist that perform key crucial functions – (i) monitoring and ensuring effective implementation of policies of the state regarding affirmative action, (ii) grievance redressal, including those grievances arising out of discrimination on any basis, and (iii) taking proactive measures to make the University campus inclusive, and creating an enabling environment for those who belong to marginalised communities. The office will serve all the constituents of the University – the students, the faculty, the staff as well as the general public / stakeholders. The broad aim of the EOO will be to act as an umbrella body that contains within it and coordinates works with various cells, centers, committees and schemes of the university that work towards enhancing equity and equal opportunity for students and staff of the university belonging to various marginalized groups. These are, at present, conceptualized along gender, class, race, caste, religion, and disability. A discussion on the draft has been initiated.

Criterion VI: Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The University is committed to the promotion of studies, research and extension work in higher education with focus on the liberal arts, humanities and the social sciences. The University aspires to combine equity and social justice with excellence, and to pioneer an institutional culture of non-hierarchical functioning, team work and creativity. The University strongly believes that no knowledge becomes socially productive unless it spreads across society, transcending barriers of caste, creed and class. Only then can teaching and learning become liberating undertakings, contributing to the promotion of equality, social justice and excellence. AUD sees itself as a university for and of the city of Delhi and this guides the articulation of its policies and objectives. We see ourselves in the near future as a multi-campus university catering to a variety of needs and aspirations of the city and its citizens.

6.2 Does the Institution has a Management Information System

The University continues to use a cloud-based ERP system to manage all important academic and administrative information. This year special efforts were undertaken to widen the use of the system by various academic and administrative departments. All applications now go through the ERP, attendance and grades are being uploaded to the ERP through the semester so that students have real-time access to their performance, and employees can track their salary details on the ERP as well. Few training sessions have also been organised for faculty to familiarise them to the system.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The development of curricula has been through extensive consultation with academics, leading scholars and practitioners from different disciplines across the country and abroad. The University also has formal mechanisms to obtain feedback from students for curriculum evaluation. Any change or modification in curricula has to go through a 4-tier deliberative process comprising the Programme or School Committee, Board of Studies, a Standing Committee of the Academic Council, and the Academic Council.

courses in ERP at the University Computer lab. The ERP system is also being streamlined and being made user friendly. Training Sessions are conducted by the division for better understating of ERP system, for both faculty and administrative staff. Automated transcript and degree printing with due diligence on security concerns is also being instituted by the AES division during this academic session.

6.3.4 Research and Development

The University has taken several concrete initiatives to promote research activities, including the following: financial support to faculty for conducting research work, support to faculty, staff and students to communicate research work at various fora through travel grants; setting up academic chairs to facilitate the circulation of expertise through AUD; and the provision of study leave for increasing number of faculty members to complete their doctoral and post-doctoral work. The Advisory Committee on Research Projects and Management (ACRPM) has also submitted a proposal to provide seed money to faculty members.

6.3.5 Library, ICT and physical infrastructure / instrumentation

A total amount of over Rs. 3.4 crore was spent during 2016-17 of the addition of new resources, including text books and reference books, e-books, journals, e-journals and digital databases. With this expenditure, the total value of the library's resources is Rs. 16.6 crore. A new library block was opened, which increased the space available for books and for reading. A new library was also opened in the Karampura Campus.

The IT Services created two new Computer Labs in the Karampura Campus. The University bought 131 new computers; the present number of computers is 684. The Division is planning to set-up inter-campus connected classroom.

6.3.6 Human Resource Management

The human resource functions of academic staff of AUD are under the purview of the Academic Services division; the Dean of this division is drawn from the senior faculty. The division maintains all records and is the nodal agency for recruitment and hiring. During the IQAC deliberations, it was realised that the division could not function as the community would like, on account of limitations in terms of its own human resources. To

this end, an additional appointment was made at the level of Deputy Registrar. The division also facilitated support for faculty and staff towards upgradation of skills through participation in orientation and refresher courses, conferences and workshops as well as training modules.

The HR Division takes care of HR related matters of the administrative staff. The training needs of the staff are taken care by this division.

6.3.7 Faculty and Staff recruitment

The University has introduced a practice where all interviews for the post of Associate Professor and Professor is preceded by a presentation made by each candidate on a pre-decided topic. This has helped in getting a better idea about each candidates work and interests as well as their suitability for the position. The University also does not ask for API scores from candidates as it believes that points scored by the candidate in other institutions may not be relevant to the teaching-learning environment of AUD and it also allows candidates from non-teaching and non-academic backgrounds to apply.

6.3.8 Industry Interaction / Collaboration

At AUD, forward linkages are created at various levels with organisations where our students eventually get absorbed. These include the development sector, NGOs, academic institutions, government / semi-government organisations, and the corporate sector, including entrepreneurs / start-ups. Interaction with Industry is promoted in the following ways:

- The students are exposed to real market scenarios by making it an integral part of the academic curricula. Through intensive workshops, guest lectures and seminars, eminent industrialists and business *gurus* share their experiences, observations and intuitions on past and future business trends. Corporate presence in classrooms gives the students an unparalleled outlook of the real business world. Such initiatives also help in acquainting the industry with our Schools and programmes, so that they may become potential recruiters. We have also invited professionals as adjunct faculty to engage in teaching for an entire semester.
- Experts from the industry have also been involved in consultative processes for programme / course designing, as members of advisory boards of Schools and Board of Studies. This helps us mould our courses to the needs of the Industry.

- AUD has tie-ups with industry to offer programmes, and partner with them in establishment of Centres. Going forward, these linkages are likely to strengthen with the School of Vocational Studies offering various programmes.
- Internships and short-term projects: Most masters' level programmes at AUD have a compulsory internship component. Further, all programmes lay emphasis on field immersion which gives students hands-on experience, and enables them to apply the concepts learnt in the classroom to the workplace. In the past, few of our students have obtained final job offers from the organisations where they have done their internships.
- Several programmes have a placement cell of their own, which interface between students and potential recruiters. The placement cells invite various organisations to the campus to recruit our graduating students, and also provide career counselling and placement preparation (guidance on preparing CVs, interview preparation) services to our students. Efforts are being made to put in place a career cell at the University level, preliminary work for which has already begun.
- The School of Vocational Studies has involved industry experts, members of several Sector Skill Councils and organisations like Retail Association of India and Association of Hotel.

6.3.9 Admission of Students

The Central Admission Committee, headed by the Dean Student Services, conducts all admission related activities. Over time, the University has made a space for itself in Delhi's higher education landscape. Among others, this can be surmised from the fact that the number of applications in 2016-17 admission season was substantially higher than previous years. A multi-pronged strategy of publicity, which included placing advertisements inside the Delhi Metro, was undertaken this year. In addition, the IQAC was closely involved in the admission process, especially with regards to preparing plans to recruit students from marginalised communities and to make the process smoother for applicants. Most of the admission related work, including orientation and managing the Admission Help Desk is carried out by student volunteers who are paid through the 'Earn While You Learn' Scheme.

6.4 Welfare schemes for

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Teachers and Staff: The existing medical policy already provides partial funds (as per CGHS and DGHS rate) as medical reimbursements to all staff (including contractual). The University has also created a panel of hospitals where its staff can avail cashless facilities. All staff of the University (including contractual) are covered under Group (Life) Insurance Scheme; the premium is paid by the University. Further, a policy on instituting a Staff Welfare Fund is also under consideration.

Students: AUD has a student welfare fund to which each student contributes Rs. 500 per semester, and an equal amount is contributed by the University. This fund is utilised to help needy students with financial assistance for hostel fees and hostel mess fees, photocopying, travel to and from the university, and in some cases also rent for students who have not been able to secure admission to the hostel.

The students have also been covered under the Group (Life) Insurance; the premium is paid by the University's contribution to the Student Welfare Fund.

6.5 Total corpus fund generated: **Total corpus fund generated as per balance sheet for the year 2016-17 Rs. 6,07,03,165.**

6.6 Whether annual financial audit has been done: **Yes***

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External*		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	AG (Audit Delhi)	Yes	LFA (Audit Delhi Govt.)
Administrative	Yes	AG (Audit Delhi)	Yes	LFA (Audit Delhi Govt.)

*A Separate Audit Report by AG has taken place for 2016-17. However, Inspection Report of AG is yet to take place.

The University set-up a Mid-Term Review (MTR) Committee in 2012-13, which did an audit of academic programmes and administrative structures. External audit happened

through the NAAC A&A process during 2014-15. Apart from these, two programmes – M.Phil. in Development Practice and M.A. in Early Childhood Education and Development went through external evaluation process. The University is now considering an extensive audit of the University and various academic programmes through setting-up of a Decennial Review committee. This process will be conducted through 2017-18.

6.8 Does the University declare results within 30 days?

For UG Programmes **Yes**

For PG Programmes **Yes**

6.9 What efforts are made by the University for Examination Reforms?

AUD has from its inception introduced a choice-based credit system, with multiple and continuous assessments in each course. For each course that is offered, a minimum of three assessment situations are presented to the students, and no assessment situation carries more than 40% weightage. The assessment situations comprise a variety of modalities, including individual and group exercises, quizzes, simulations, viva-voce, audiovisual presentations, term papers and case discussions. Teachers are encouraged to innovate in the methods of assessments, and also provide continuous feedback to students on their performance. The teachers are also required to share with the students the course structure and, method and schedule to assessments in the beginning of the semester.

The Office of Dean AES is streamlining the process of Assessment and Evaluation. With this purpose an AES academic calendar is prepared at the beginning of the semester. This will ensure timely execution of tasks like entry of attendance, assessment grades etc on the ERP system. The ERP system is also being streamlined and being made user friendly. A new functionality of entering component grades in ERP has been introduced, grades of every single assessment are now fed in ERP system instead of earlier practice of entering final grade only. Automated attendance based grade cut functionality through ERP has been introduced. Automated transcript and degree printing with due diligence on security concerns is also being instituted by the AES division during this academic session.

6.10 What efforts are made by the University to promote autonomy in the affiliated / constituent colleges? NA

6.11 Activities and support from the Alumni Association

While some programmes have already initiated programme level alumni networks of graduates, a formal University level Alumni Association is in the process of being registered. But at the programme / School level, the alumni's progress is tracked and they are also invited to programmes or events organised by the Schools. The Student Services Division is in the process of creating an Alumni and Placement Cell. A post of Deputy Dean and another of Assistant Registrar has been created to help set-up the Cell. The plan is to organise a University level Alumni Meeting in 2017-18.

6.12 Activities and support from the Parent – Teacher Association

We have not yet formed a Parent – Teacher Association.

6.13 Development programmes for support staff

The non-teaching staff are constantly sent for training programmes whenever opportunities come. They are not only given leave but the entire cost is borne by the University. The University has also initiated internal training programmes for the MTS category of staff who are working on contract. Some of the courses being offered to them are on Basic English language and mathematical skill, and Computer Literacy. Special retreats are organised for non-teaching staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The following steps have been taken at AUD to make the campus eco friendly:

- Students at AUD run TERRA-Eco Club organised several events, including a recycling drive, and a plantation drive.
- The idea to make AUD a bottled water-free zone has been taken up through the Environment Management Committee. To this end, the community is being encouraged to keep non-plastic bottles at hand and fill up at the various water coolers on campus. The water quality at these coolers is being constantly monitored by the environmental laboratory of the School of Human Ecology.

Criterion VII: Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

A. Programmatic Innovation and Expansion

Goals/Contexts

In the academic year 2016-17 at the Ambedkar University Delhi a range of university–community interfaces have been realized which have broadened the scope of a value-based education. This includes epistemological, curricular, pedagogical, infrastructural, and design innovations involving all the Schools of study at AUD, and in particular the newly launched Schools in the fields of languages, literatures, vocational studies and law as well as Centres working in design and entrepreneurial incubation.

As part of the University's vision to foster interdisciplinary learning and research, the literary humanities have been established in their own right in the newly launched School of Letters in May 2017. The School offers programmes and courses that pioneer research and translations in the various Indian languages as well as become a hub of language learning of not only the lesser taught languages of the subcontinent, but also the major languages of the world. The School envisions joint degree programmes at the Masters level in the participating disciplines: English, Comparative Literature, Hindi and Translation Studies. A proposal for a joint Masters programme in Hindi and Comparative Literature is being vetted by a consultative committee of experts at the time of writing. The School plans to launch language learning courses in the major languages of Delhi such as Urdu and Punjabi in the immediate future.

An intersectional area of innovation is the new Masters programme in Law, Politics and Society to be launched in the academic year 2017-18, under the School of Law, Governance and Citizenship. Graduates through this programme will be able to deepen their understanding of interdisciplinary legal studies including sociological and historical jurisprudence. Graduates of other social sciences will be able to acquire a social understanding of law and the functioning of legal institutions. The programme has a comparative focus constantly foregrounding the debates of the global south within a wider political and cultural context. This is a unique programme in the ecology of legal studies in

India as it grounds the study of law within the ethos of a humanities and social sciences university. The programme will be useful to those who plan to work in advocacy, in policy, non-governmental organizations and those who would like a more informed approach to the practice of law. For students without a background in law, it offers an entry point into a study of law and will equip them with a unique opportunity to develop their research and skills in this field.

To complete the spectrum of education offered at the University by focusing on experiential learning, the launch of the School of Vocational Studies at the Karampura Campus of the University is another instance of pedagogical and curricular innovation. The School's goal is to combine the foundation of general education with imparting creative skills that cater to the needs of industry and entrepreneurship for the undergraduate student. The inaugural vocational programmes to be offered at the School are: Tourism and Hospitality; Retail Management; and Early Childhood Centre Management and Entrepreneurship. These programmes are unique in the context of a social science and humanities university because the curriculum for each vocational programme has been designed in close partnership with industry experts, industry association like Retailers Association of India, sector skill council like Tourism and Hospitality Sector Skill Council (THSC), institutions like the Centre for Early Childhood Education and Development, (CECED, AUD) and National Skill Development Corporation (NSDC) as well as academicians. The curricula have been designed keeping in mind the current trends as well as the future scenario to ensure that the programmes are dynamic and relevant for its main purposes — employability and entrepreneurship. A conscious decision was made to ensure that the students are provided an opportunity to enter job-market from Semester 1 onwards based on the demands of the respective verticals, which is also a UGC criterion.

The School plans to branch out with future courses catering to the banking, insurance and finance sectors.

B. Learning through Problem Solving: Creating Social Entrepreneurs

Practice-based learning and innovation have been an integral function of the various Centres running at the University in dialogue with the Schools of study and external institutions of social and entrepreneurial relevance.

This trend has been consolidated by the *Design Innovation Centre* (DIC) set up in July 2016 at the School of Design, AUD as a 3- year project under the Hub & Spoke Scheme of the MHRD. The DIC has received the funding for two specific projects with a focus on services and Social Design. These include:

- The Last Mile Connectivity Project, which is a GPS based service for accessing Para-transit access and integration of Cycle Rickshaws and E-Rickshaws into mainstream public transport system to address Last Mile Connectivity challenges of the commuters in Delhi & NCR. The service will go into field-testing in early 2018. AUD students have been actively engaged under guidance of the faculty to experience the design and innovation process including field studies.
- The other project, on Urban Farming, aims to build unique service that assists in cultivating organic vegetables and herbs at home. This service would aim at providing service mainly to those households, which do not have gardens or lawns and thus feel that it is impossible to grow vegetables and herbs inside houses. The service would involve setting up customized gardens in a household and training the customer and their gardener to further manage the garden. This is visualized as a service system cum product support to be developed as social enterprise. The ongoing project has initiated active urban farming in socio-economically diverse households of Delhi, the AUD campus and in a Basti in NOIDA involving students from various schools of AUD as active field engagement.

Both projects have offered opportunities for AUD students to intern at the DIC with a rich and varied experience of working with the DIC team and have first-hand experience of design innovation process. The project is intended to culminate into Futures Project Lab which will undertake socially relevant multi-disciplinary projects involving students and faculty of AUD reinforcing the design innovation as a core process. In this way, the Centre's aim is to bring design capabilities and design expertise to address the quality of life in an urban context with respect to public systems and services.

Finally, the *AUD Centre for Incubation, Innovation and Entrepreneurship* (ACIIE) provides an urgent model for addressing various social challenges in the country through entrepreneurial explorations and initiatives. The ACIIE's "unique selling proposition" is bringing social change through business and entrepreneurship development.

The ACIIE has a two-pronged approach: the first is incubating companies which aim to address a social challenge, and the second is offer consultancy services. Incubatees supported by ACIIE are young individuals from outside AUD who have embarked on an enterprises to address social challenges. A few examples are:

- *Mind Piper* which aims to provide mental health care services to the marginalized section of society;
- *Slam out Loud - Arts for Social Change India*, uses the power of arts to impart life skills and leadership skills to school children using the pedagogy of fine arts including music, poetry and theater;
- *Urban Chulha* aims to create sustainable food system by providing healthy meals at affordable price to working professionals; and
- *Sanjhi Tokri* providing capacity building to the farmer producer organizations in rural areas so that they may take-up complete responsibility of the entire supply-chain from production to supply of fresh vegetable to urban areas.

ACIIE has also supported social science and humanities students at AUD to develop ideas initiated during their education at the university. A few examples are:

- *E-Waste Management* by a final year student of MDes Social Design at the School of Design which proposes to set up a collective business enterprise involving grassroots level e-waste recyclers, to manage e-waste using safe practices;
- *Kinara* by a student who has completed MPhil in Development Practice from the School of Human Studies and has been engaged with exploring better livelihood alternatives for unrecognized farmer communities settled along the Yamuna river in Delhi by setting-up terrace based agriculture in urban areas of Delhi, where traditional expertise of farmers could be fruitfully put to use;
- *Shield Sustainable Solutions* by an MBA student from the School of Business, Public Policy and Social Entrepreneurship and Social Entrepreneurship which is a waste management enterprise where the household and institutional waste is properly segregated, recycled and sold generating income options for those directly engaged with waste collection.

ACIIE and Social Outreach

As an example of social outreach through the Centre's consultancy functions, the

ACIIE is working with Water Aid, an international NGO, on instituting an entrepreneurship award in the domain of water and sanitation. The organization is also collaborating with the Centre on developing sustainability solutions for maintenance of community toilets.

ACIIE is providing jury services for evaluating business plans for participants of a women's entrepreneurship program, who have been incubated by Nexus, the incubation centre run by American Centre, New Delhi. The program is being facilitated by Dhriiti, a social/incubator based in Delhi. The ACIIE is also providing consultancy services to Pravah, an NGO supporting social entrepreneurship development by the youth. The services of ACIIE include inputs on developing viable business models, conceptual innovation and capacity enhancement.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Achievements
Conduct Orientation and Faculty Development Programmes for New and Existing Faculty, and for non-teaching staff.	<ul style="list-style-type: none"> ○ A Faculty Induction Workshop was held on 21 and 23 September at the Karampura Campus, and on 5 October in the Kashmere Gate Campus. ○ ERP and Evaluation Orientation programmes were regularly organised by AES Division. ○ A series of (4 full-day) workshops on 'Practical Pedagogy' was organised in Feb-Mar 2017. It was conducted by Dr. Anannya Dasgupta; about 12 faculty members participated.
To set up an Academic Teaching Development Cell which will act as a forum for reflection amongst faculty members on pedagogic experiences	<ul style="list-style-type: none"> ○ Further discussions and planning was done. ○ More faculty development workshops are planned. ○ New faculty in Instructional Design is expected to join soon. ○ A collection of reflections by teachers on 'Critical and Experiential Pedagogical Processes and Reflective Teaching-Learning Philosophy' is being brought out.

To promote research by faculty members by creating a more conducive environment and ensuring simplicity in grant administrative procedures.	<ul style="list-style-type: none"> o Grant process has been simplified; the new SOP will be placed before the BoM soon. o Seed Money Grant policy was approved and about 30 projects were sanctioned.
To establish a system to monitor student admission and progression through the course of their degree. To establish a University calendar for Assessment, Evaluation and Student Progression.	<p>A systems is being developed</p> <p>The calendar has been developed and being implemented</p>
Initiating a course review across programmes at the Post Graduate Level	Could not be initiated.
Given that AUD is expected to add newer campuses, IQAC will initiate discussions on re-examining the governance structures within a Unitary University.	A Report was prepared. The report provides a basic framework and underlying principles for governance and administrative structure for a multi-campus University.
Constitution of the Equal Opportunity Cell in light of the discussions and deliberations held in the last academic year.	The concept note and structure of Equal Opportunity Office (EEO) has been approved by the BoM. Some components of the EEO are already in place; others will be notified soon.

7.3 Give two best practices of the institution

Financial Support for Student Research

In order to realize the furthest potential of student research at the University, AUD has instituted a robust system of funding for students at all levels of undergraduate and postgraduate learning. The funding is available in the form of travel grants for fieldwork, conference participation and travel grants (from the University Development Fund). All research scholars at both MPhil and PhD levels receive stipends in the form of scholarship from the university. They are also eligible for a maximum of Rs 50,000 towards fieldwork expenses.

Collaborative Teaching and Experimentation with Bilingual Classrooms

The language and literature programmes at AUD, grouped under the newly formed School of Letters, have put into practice bilingual classrooms at the Undergraduate and Postgraduate levels. The tradition of co-teaching, across disciplines, already underway in

the Schools of Design and the School of Culture and Creative Expressions, is now being practiced to bridge the gap between students with different linguistic backgrounds. Joint courses with Hindi and English trained faculty are being given in key topics of Indian literary cultures, involving bi-lingual teaching with two or more faculties designing a course. The assessment and evaluation policies take into account students' different learning needs and linguistic competencies.

7.4 Contribution to environmental awareness / protection (CUES / TERRA)

- a. One of the first established and flagship Schools of the University is the School of Human Ecology (SHE), which houses an MA programme in Environment and Development, PhD in Human Ecology, as well as undergraduate courses in relevant themes.
- b. A thoughtfully designed course, Environmental Issues and Challenges (EIC) is being taught as a foundation and compulsory course to all undergraduates at AUD. The course introduces important concepts, challenges and problem solving thinking to students.
- c. Students at AUD run TERRA-Eco Club, which has organized recycling drives and awareness campaigns on campus in the past. The following concrete steps have been taken at AUD towards awareness and protection of the environment through the TERRA club and the activities undertaken as part of the EIC course:
 - *Campaign on 'No Bottled Water' (Sept 2016)*
Terra Eco Club organised a campaign in Sept 2016 to make AUD campuses free of plastic bottles. Called as 'No Bottled Water Campaign' students, faculties and staff were of AUD were urged not to buy disposable water bottles from the University canteens. Instead carry a water bottle from home and refill it at the water coolers! This was organised with the aim to reduce the use of plastic bottles in AUD campuses. This would in turn would reduce the amount of waste we produce.
 - *Labelling trees on the campus (March 2017)*

In March 2017, over 50 undergraduate students of the EIC course spent days identifying and labelling various plant and flowering species on the campus and preparing name plates for the same. As a result, most of the trees of Kashmere Gate campus have got labels, which help everyone to identify the species easily. This activity was undertaken in collaboration with Terra Eco Club, the Environmental Management Committee, the Horticulture Team, SDes, CUES and the School of Human Ecology.

- *Poster competition (March 2017)*

In collaboration with Terra, EIC students organised a poster competition to showcase their perception about ongoing environmental issues.

- *Monitoring water quality of water coolers on the campus (April 2017)*

In collaboration with Terra and CUES, a group of undergraduate students of EIC course monitored the water quality (TDS, PH and conductivity) of all six water coolers placed on Kashmere Gate campus over the month. Coolers not maintaining the standard got additional servicing. One of the coolers was shut down as the problem persisted.

- *Green Gift shop (May – June 2017)*

A group of students of EIC course in collaboration with Terra took initiative to set-up a shop and sell saplings to encourage students, faculty and the staff to buy plants for their homes, which will not only provide cleaner air but also be used as natural medicine. They sold mostly ayurvedic, flowering and salad plants and herbs which can be used both internally and externally and could be great gift for anyone regardless of their age.

d. The *Centre for Urban Ecology and Sustainability (CUES)* has been created at AUD to develop expertise on aspects of urban environment, as well as work towards concrete projects that promote sustainability. CUES led initiatives are as follows:

- *Dheerpur Wetland Restoration Project [2016-17 and Ongoing]*

The Dheerpur project envisages to ecologically restore, over a period of five years, the 25.38 Hectares of land earmarked for conservation of wetlands at Dheerpur as per the Management Agreement between DDA and AUD, using

well-established frameworks of restoration science. Once established, the Wetland Park would provide hydrological, regulatory, cultural and aesthetic benefits to the entire local population that includes Mukherjee Nagar, Nirankari Colony, Gandhi Vihar and the upcoming Ambedkar University Campus. It is also envisaged that the Wetland Resource Centre of the Park would serve as a hub for nature education and outreach programs that further the cause of conservation of wetlands and long-term urban sustainability. The large-scale desilting of the wetlands and creation of civic infrastructure is being taken up by the DDA and the technical management of the wetland is being coordinated by CUES.

- Attempt was made to strengthen environmental issues awareness through curricular initiative such as the *MHRD programme 'Global Initiative of Academic Networks' (GIAN) course was organised at AUD during 15-21 November 2016*. The course entitled 'Urban Ecology: Integrating Society and Nature in the Study of Urban Environments' was conducted by Prof Daniel Schneider from the University of Illinois at Urbana-Champaign.
- Restoration and Baseline Surveys for the Dheerpur Wetland Project: Baseline surveys were carried out at the Dheerpur project, before major interventions such as earthwork and large-scale plantations begin. In pursuance
 - Setting up of a temporary field station
 - Setting up of a field Nursery
 - Creating Stormwater Reservoirs
 - Avifaunal surveys
 - Floristic surveys
 - Soil Analysis
 - Introduction of Species
 - Introduction of larvivorous fishes - *Gambusia affinis* was introduced to control the spread of mosquitos and as food for avifauna
- *CUES organized 2017 Campus Bird Count (CBC) at Dheerpur (17 February and 20 February 2017)*

A team of avid birdwatchers from *Terra* – the Eco Club of AUD, along with several enthusiasts including faculty and Delhi Bird Club members. Several species of birds were spotted, and the checklist has been uploaded to E-Bird – a country-wide electronic repository for data collected from such citizen science projects.

- e. A mechanism for paper recycling has been created at AUD in partnership with an NGO.
- f. A mechanism for the safe disposal of sanitary napkins has been created at AUD.

7.5 *Whether environmental audit was conducted?* **No**

7.6 *Any other relevant information the institution wishes to add.* **None**

8. *Plans of institution for next year*

AUD, through its IQAC, would like to initiate the following activities / processes in 2017-18:

- i. Institute a comprehensive review of the first ten-years of the University
- ii. Institute evaluation of programmes, beginning with those which were introduced in the first two years of the University.
- iii. Initiate Review of Undergraduate Studies at AUD.
- iv. Initiate dialogue on the development of each campus within the multi-campus context of the University.
- v. Continue with planning intensive professional development workshops for faculty members during the Winter and Summer break on themes such as pedagogy, curriculum design, assessments, etc.
- vi. Organize consultations for formally instituting a Centre for English Language Education at AUD. Support Student Services in the interim to organise English language support for students towards improving the working of the language cell.
- vii. IQAC will help prepare the concept note for Equal Opportunity Office at AUD and help in the setting up of EO office. The purpose of this Office would be to make Education accessible to socially marginalised groups, economically disadvantaged sections and persons with disabilities.

- viii. Initiate conversation and planning for a Centre for Continuing and Professional Education at AUD for higher education professionals towards providing support in pedagogic aspects, curriculum design, assessment practices, academic administration, leadership etc. The idea is to help attain excellence and professionalism in multiple domains of functioning of higher education institutions such as in teaching, curriculum designing, and leadership in.
- ix. Plan and conduct surveys and interaction with the graduating students as well as with the alumni of the University,
- x. Help the IT division and the ERP cell to improve the MIS of the University.

Name

Name

Signature of the Coordinator

Signature of the Chairperson

AMBEDKAR UNIVERSITY DELHI
(ACADEMIC SERVICES)

Appendix-10

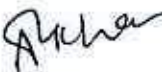
MINUTES

A meeting of the Committee constituted by the Vice-Chancellor to devise the guidelines for promotion under CAS in respect of Library staff was held on Friday, the 19th January, 2018 at 12.00 Noon in the VC's Committee Room. The following members were present:

1. Prof. Salil Misra - Chairperson
2. Prof. Asmita Kabra
3. The Librarian
4. Prof A.R. Khan
5. The Dy. Registrar (Academic Services) - Member-Secretary

The Committee examined the UGC guidelines and deliberated on the each and every point of the same. The Committee after detailed discussions finalized the guidelines for promotion of the AUD Library staff, under CAS, with minor modifications in the UGC guidelines. However, the Committee adopted the criteria for API Score for the Library staff as given in the UGC Regulations - 2010. The guidelines with criteria to calculate API Score are annexed herewith.


Dy. Registrar
Academic Services


A.R. Khan


Librarian


Asmita Kabra


Salil Misra

CAREER ADVANCEMENT SCHEME FOR LIBRARY STAFF



AMBEDKAR UNIVERSITY DELHI

1. CAREER ADVANCEMENT SCHEME

1.1 Introduction

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The UGC Career Advancement Scheme (CAS) allows every academic/professional the opportunity to achieve three promotions over his/her entire career. The first such promotion becomes possible in the case of an Assistant Librarian who starts as an Assistant Librarian with a Ph.D at the end of four years service while the last one would be after a minimum of 12 years of service or its equivalent.

Amongst the three possible promotions, the first two secure for the Assistant Librarian promoted an additional increment and an increase in the Academic Grade Pay (AGP) by Rs. 1,000. The third one involves change of designation from Assistant Librarian to Deputy Librarian and also a change in the Pay Band (PB-3 Rs 15,600-Rs 39,100 + AGP of Rs 8,000 to PB-4 Rs 37,000-Rs 67,000 + AGP of Rs 9,000). The stages of career advancement are indicated in **Table 1**.

Table 1: CAREER ADVANCEMENT SCHEME

Promotion number	Minimum number of years required in the previous stage	Minimum total number of years of service required	Benefit from promotion
Promotion number 1: (Stage 1 to Stage 2) for Assistant Librarian (does not lead to any change of designation)	*4	4	One additional increment + increase in the Academic Grade Pay (AGP) by Rs.1,000, i.e. from Rs.6,000 to Rs.7,000.
Promotion number 2: (Stage 2 to Stage 3) Those with Ph.D. will be designated as Dy. Librarian and non Ph.D. shall be designated as Assistant Librarian (Selection Grade)	5	9	One additional increment + increase in the Academic Grade Pay (AGP) by Rs.1,000, i.e. from Rs.7,000 to Rs.8,000. + Change in Designation.
Promotion number 3: (Stage 3 to Stage 4) Those with Ph.D. will be designated as Dy. Librarian(Selection Grade and non Ph.D. shall be designated as Deputy Librarian	3	12	Change in the Pay Band 3 (Rs.15600-Rs.39100 + AGP of Rs.8,000) to Pay Band 4 (Rs.37,000-Rs.67,000) + AGP of Rs.9,000) + Change in Designation

*4 years if Ph.D, 5 years if M.Phil, 6 years if No Ph.D./M.Phil

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1.2 Assistant Librarian (Stage 1 to Stage 2 - Senior Scale)

An Assistant Librarian (Stage 1/entry level) will be eligible for placement in Stage- 2/ senior scale through a procedure of screening cum verification process if he/she has:

- (a) Completed 4 years of continuous service after regular appointment and possesses a Ph.D degree in the discipline of Library Science or has completed 5 years and possesses an M.Phil in Library Science or equivalent degree, or six years of service and does not possess an M.Phil or Ph.D degree.
- (b) Participated in Orientation / Refresher/Professional Development Experience Programmes for a total duration of 42 days, inclusive of required orientation and refresher courses, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the UGC.
- (c) Attained minimum APi scores using PBAS scoring proforma developed by the University (see Appendix I).

1.3 Assistant Librarian (Sr. Scale) to Deputy Librarian/ Assistant Librarian (Selection Grade) - (Stage 2 to Stage-3)

An Assistant Librarian (Stage 2) will be eligible for placement in Stage-3 through a procedure of screening cum verification process if he/she has:

- (a) Completed five years in Stage-2/senior scale (or a total of 9 years in Stage 1 & 2).
- (b) Participated in Orientation/ Refresher/ Professional Development Experience Programmes of not less than two weeks duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the UGC.
- (c) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix I).
- (d) The Assistant Librarian (Sr. Scale) shall be designated as Deputy Librarian if he/she possesses the Ph.D. degree in Library Science/Information Science / Documentation otherwise he/she would be designated as Assistant Librarian (Selection Grade).

1.4 Dy. Librarian/Assistant Librarian (Selection Grade) to Dy. Librarian (Selection Grade)/Deputy Librarian - (Stage 3 to Stage 4)

A Deputy Librarian or Assistant Librarian (Selection Grade) (Stage 3) will be eligible for promotion to the post of Deputy Librarian (Selection Grade)/Deputy Librarian subject to recommendations by a duly constituted Selection Committee if he/she has

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- (a) Completed three years of service in the Stage-3 of Deputy Librarian or Assistant Librarian (Selection Grade) or completed 12 years of past service as Assistant Librarian/Deputy Librarian
- (b) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix I)
- (c) Participated in one course/programme of minimum one week duration from amongst the categories of Refresher Courses, Methodology Workshops, Training Programmes, Soft Skills Development Programmes, and Professional Library Development Programmes.
- (d) At least three publications of quality in the entire period as Assistant Librarian/Dy. Librarian.

NOTE: Promotion may be denied to the applicant who does not fulfill the requirements in the respective stage or there is any disciplinary case initiated/contemplated against him/her.

2. COUNTING OF PAST SERVICE

Previous service, whether national or international, as Assistant Librarian, Deputy Librarian or equivalent, in a University, college (recognized by relevant regulatory body), national laboratory, or any other scientific/professional organization (e.g. CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT), or government, or autonomous institutions whose work is similar to the working of educational institutions of higher learning should be counted for direct recruitment or promotion under CAS of an Assistant Librarian or Deputy Librarian as the case may be provided that:

- (a) The Assistant Librarian has completed at least one year's service in the university and has been confirmed to the post (Promotion will be due from the date of eligibility or appointment in the university whichever is later).
- (b) The post is/was in an equivalent grade/scale of pay or pre-revised scale of pay as the post of Assistant Librarian or Deputy Librarian;
- (c) The candidate possesses the minimum qualifications prescribed by the UGC for appointment as Asstt. Librarian or Dy. Librarian, as the case may be;
- (d) The post was filled in accordance with the prescribed selection procedure as laid down by the UGC/ State Government/Central Government/concerned institutions, for such appointments;
- (e) The previous appointment was not as part-time for any duration, or ad hoc or in a leave vacancy of less than one year's duration. Ad hoc or temporary service of more than one year's duration can be counted provided that:

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- (i) The period of service was of more than one year duration.
 - (ii) The incumbent was appointed on the recommendation of a duly constituted Selection Committee, as mentioned at (e) above.
- (f) Break in the service-between up to six months may be condoned by the Vice Chancellor in calculating qualifying service period.

3. QUANTITATIVE AND QUALITATIVE DIMENSIONS OF ASSESSMENT

The system of assessment of Assistant Librarian laid out in the UGC regulations has quantitative or 'objective' as well as qualitative dimensions. The former is incorporated through the Academic Performance Index (API) based Points-Based Assessment System (PBAS). For every promotion, an Assistant Librarian must meet minimum eligibility requirements which include the securing of specified minimum API points, separately for three different categories, annually/cumulatively over the period since the previous promotion. Screening-cum-Evaluation/Selection Committees then are expected to take into account the API score and interview performance to finalise their recommendation.

A Screening-cum-Evaluation Committee considers the first two promotions. The major difference between the two is that a Screening-cum-Evaluation Committee has one external subject expert from the University panel while Selection Committees for promotion to stage 4 is identical to those for appointments under Statute 14(2) and therefore, must have three subject experts.

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Assistant Librarian (Stage 1 to Stage 2)

Steps	Activity	Details	Documentation
1	Self-assessment by Assistant Librarian	The Assistant Librarian eligible for applying for promotion under CAS will fill the self-assessment proforma and submit a detailed report justifying the points claimed under the API.	a) Self-assessment proforma b) Report by the Assistant Librarian (as part of application package)
2	Screening-cum-Evaluation	Appraisal of the self-assessment report by the Screening-cum-Evaluation Committee presided by Vice Chancellor or his/her nominee, and comprising the Dean, Academic Services, Librarian, Dean, Students' Services, one of the teachers of the University and one subject expert in the area of Library Science nominated by the Vice Chancellor from the University Panel of Experts. Whatever mismatch there may be between the self-appraisal and the appraisal by the Screening-cum-Evaluation Committee will be followed up and rectified through an iterative process. The Screening-cum-Evaluation Committee will record its recommendations with detailed observations.	Report of the Screening-cum-Evaluation Committee

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Assistant Librarian Sr. Scale to Deputy Librarian/Assistant Librarian (Selection Grade) - (Stage 2 to Stage 3)

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Steps	Activity	Details	Documentation
1	Self-assessment by Assistant Librarian	The Assistant Librarian eligible for applying for promotion under CAS will fill the self-assessment proforma and submit a detailed report justifying the points claimed under the API.	a) Self-assessment proforma b) Report by the teacher (as part of application package)
2	Screening-cum-Evaluation	Appraisal of the self-assessment report by the Screening-cum-Evaluation Committee presided by Vice Chancellor or his/her nominee, and comprising the Dean, Academic Services, Librarian, Dean, Students' Services, one of the teachers of the University and one subject expert in the area of Library Science nominated by the Vice Chancellor from the University Panel of Experts. Whatever mismatch there may be between the self-appraisal and the appraisal by the Screening-cum-Evaluation Committee will be followed up and rectified through an iterative process. The Screening-cum-Evaluation Committee will record its recommendations with detailed observations.	Report of the Screening-cum-Evaluation Committee

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Deputy Librarian/Assistant Librarian (Selection Grade) to Deputy Librarian
(Selection Grade)/Deputy Librarian (Stage 3 to Stage 4)

Steps	Activity	Details	Documentation
1	Self-assessment by Assistant Librarian	The Deputy Librarian eligible for applying for promotion under CAS will fill the self-assessment proforma and submit a detailed report justifying the points claimed under the API.	a) Self-assessment proforma b) Report by the Dy Librarian/ Asstt Librarian (Selection Grade) (as part of application package)
2	Internal Screening	Appraisal of the self-assessment report by the Screening-cum-Evaluation Committee presided by Vice Chancellor or his/her nominee, and comprising the Dean, Academic Services, Librarian, Dean, Students' Services, one of the teachers of the University and one subject expert in the area of Library Science nominated by the Vice Chancellor from the University Panel of Experts. Whatever mismatch there may be between the self-appraisal and the appraisal by the Screening-cum-Evaluation Committee will be followed up and rectified through an iterative process. The Screening-cum-Evaluation Committee will record its recommendations with detailed observations.	Report of the Screening Committee
3	Presentation	Once the screening Committee recommends the application for further processing, the Deputy Librarian/Assistant Librarian (Selection Grade) shall make a presentation (with a comprehensive perspective inclusive of his/her professional competence, organizational participation, outreach activities, research and/or creative work) to the Selection Committee, constituted under the Statute 14.	
4	Interview by the Selection Committee	The Selection Committee interviews the Deputy Librarian/Assistant Librarian (Selection Grade) following the presentation.	Minutes of the Selection Committee

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Instructions/Guidelines/Terms of Reference for the Screening-cum-Evaluation / Selection Committees

1. The self-assessment score will be based on objectively verifiable criteria wherever possible and will be finalised by a committee.
2. Screening-cum-Evaluation/Selection Committees would be authorised to recommend promotion from the date of eligibility (based on years of service) if the API score under Category III on that date falls below the minimum requirement by not more than 10 per cent and there is sufficient cause for such relaxation. The Committees in such cases could recommend that the deficit be made up within a specified period of time.
3. In the normal course, indexing status and impact factors of journals in which articles are published would not be relevant to the determination of API points awarded for them. However, at the time of application, information on these parameters should be secured from the applicant and provided to the Screening-cum-Evaluation /Selection Committee for its consideration. Further, no applicant should be deemed ineligible for promotion if he/she would secure the minimum API points under Category III with the extra points awarded for published articles in journals as per the augmentation provisions laid out in the UGC regulations: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.
4. For awarding points under III(E), any paper (in full form not just an abstract) accepted for a conference would be deemed to have been presented if for some unavoidable reason, such as necessary funds, the applicant is unable to participate in the conference.
5. In case of joint authorship of publications/papers, each author would be entitled to claim half the number of API points.
6. If a paper presented in conference/seminar is published in the form of proceedings, the point will accrue for publications (III(a)) and not under presentation(III (e)).

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Guidelines to calculate API Score**Minimum API to be applied for the Career Advancement Scheme (CAS) Promotion
Deputy Librarian/ Assistant Librarian**

*Candidates may score 10 points from either Category 1 or Category II to achieve the minimum score required under Category I + II

Note Stages 1,2,3,4 and 5 correspond to scales as given with AGP of Rs. 6000, 7000, 8000 and 9000 respectively

		Assistant Librarian to Assistant Librarian (Senior Scale) (Stage 1 to Stage 2)	Deputy Librarian/ Assistant Librarian (Selection Grade) (Stage 2 to Stage 3)	Deputy Librarian/ Assistant Librarian (Selection Grade) (Stage 3 to Stage 4)
I	Procurement, Organization and delivery of knowledge and information through Library services (Category - I)	75/Year	75/Year	75/Year
II	Extension and Profession related activities (Categories II)	15/Year	15/Year	15/Year
III	Minimum total average API annual score under Categories I and II*	100/Year	100/Year	100/Year
IV	Research and Academic Contributions (Category III) – Minimum Annual score required to be assessed cumulatively	10/Year (40/assessment period)	20/Year (100/assessment period)	30/Year (90/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee
V	Assessment Procedure	Screening Committee to verify API Score	Screening Committee to verify API Score	Selection Committee Comprehensive assessment by Selection Committee

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Minimum Academic Performance and Service Requirements for Promotion of Assistant Librarian/Deputy Librarian in University.

S. No.	Promotion through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Librarian to Assistant Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant Librarian (Stage 1) completed four years of service with Ph. D. or five years of service who are with M. Phil or six years of service who are without Ph.D./M.Phil.	<p>(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in the Table for Asst. Librarian/ Deputy Librarian</p> <p>(ii) Participated in Orientation / Refresher / Professional Development experience programme for a total duration of 42 days to have been undergone during the assessment period.</p> <p>(iii) Recommendation by Screening cum Evaluation Committee constituted by the Vice-Chancellor, as approved by the BoM for the Assistant Librarian and Deputy Librarian</p>
2	Assistant Librarian (Senior Scale) to Assistant Librarian (Selection Grade)/ Deputy Librarian (Stage 2 to Stage 3)	Assistant Librarian (Senior Scale) with completed service of five years in Stage 2	<p>(i) Minimum API scores using the PBAS scoring proforma developed by the university as per the norms provided in the Table for Asst. Library/ Deputy Librarian</p> <p>(ii) Participated in Orientation / Refresher / Professional Development experience programme for a total duration of two weeks to have been undergone during the assessment period.</p> <p>(iii) Recommendation by Screening cum Evaluation Committee constituted by the Vice Chancellor, as approved by the BoM for Assistant Librarian and Deputy Librarian</p> <p>(iv) Those with Ph.D. will be designated as Deputy Librarian</p>

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3	Deputy Librarian / Assistant Librarian (Selection Grade) to Deputy Librarian (Selection Grade)/ Deputy Librarian (Stage 3 to Stage 4)	192 Deputy Librarian/ Assistant Librarian(Selection Grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by the university as per the norms provided in the Table Asstt. Library/ Deputy Librarian (ii) Three publications over twelve years. In Colleges, an exemption of one publication will be given to M. Phil holders and two publications to Ph. D. Holders (iii) Participated in one course/ programme of minimum one week duration from amongst the categories of Refresher Courses, Methodology Workshops, Training Programmes, Soft Skills Development Programmes and Professional Library Development Programmes. (iv) Comprehensive assessment by selection committee constituted Asstt. Librarian/Deputy Librarian
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Note: Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000 and 9000 respectively

Academic Performance Indicators (APIS) And Proposed Scores for Performance Based Appraisal System (PBAS) for Deputy Librarian/ Asstt. Librarian in the University and Career Advancement Scheme (CAS)

Promotions applicable to Deputy Librarian/ Asstt. Librarian

Category - I: Procurement, organization, and delivery of knowledge and information through Library service.

S.No.	Nature of Activity	Maximum Score
1.	Library resources organization and maintenance of books, journals, report; Provision of library reader- services, literature retrieval services to researches and analysis of reports; Provision of assistance to the departments of University with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc.	40
2.	ICT and other new technologies' application for up gradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools	30



	(software), Intranet management	193
3	Development, organization and management of e-resources including their accessibility over Intranet/Internet, digitization of library resources, e-delivery of information, etc.	25
4	User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC, knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.	20
5	Additional services such as extending library facilities on holidays, shelf institutional library facilities to outsiders through external membership Norms	10
Total Score		125
Minimum API score required		75

Category. II – CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

S.No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (Such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	20
2	Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15
3	Professional Development activities (Such as participation in seminars, conferences, short term, e-library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category – III below).	15
Minimum API Score Required		15

Category-III – Research and academic contributions

S.No.	APIs	Activity	Maximum Point
III A	Research Paper published in:	Refereed Journals	15/Publications
		Published in non-refereed but recognized and reputable journals and periodicals having ISBN/ISSN	10/Publications
		Conference proceedings as full papers, etc. (Abstracts not to be included)	10/Publications
III B	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books published by International Publishers with an established peer review system	50/sole author; 10/chapter in an edited book



		Subjects Books by Nationallevel publishers/ State and Central Govt. Publications with ISBN/ISSN numbers	25/sole author, and 5/chapter in an edited book
		Subject Books by other local publisher with ISBN/ISSN numbers.	15/sole author, and 3/chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	10/chapter
		Chapters in knowledge based volumes by Indian/ Nationallevel publishers with ISBN/ISSN numbers and with numbers of national and international directories	5/chapter
III C			
III C (i)	Sponsored Projects carried out/ongoing	(d) Major Projects amount mobilized with grants above 30.00 lakhs	20/each Project
		(e) Major Projects amount mobilized with grants above 5.0 lakhs upto 30.00 lakhs	15/each Project
		(f) Minor Projects (Amount mobilized with grants above Rs. 50,000 upto 5.0 lakhs)	10/each Project
III C (ii)	Consultancy Projects carried out/ongoing	Amount mobilized with minimum of Rs. 10.00 lakhs	10 per every Rs 10.0 lakhs and 2 per every Rs. 2.0 lakhs, respectively
III(C)(iii)	Completed projects: Quality Evaluation	Completed project Report (Acceptance from funding agency)	20/each major project and 10 each minor project
III(C)(iv)	Projects Outcome/Outputs	Patent/Technology transfer/Product/Process	30/each national level output or patent/50/each for International level
III(D)			
III(D)(i)	M.Phil	Degree awarded only	3/each candidate
III(D)(ii)	Ph.D	Degree awarded	10/each candidate
		Thesis submitted	7/each candidate
III E			
III E (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programme, Faculty Development Programmes (Max. 30 points)	Not less than two weeks duration	20/each
		One week duration	10/each
III E (ii)	Papers in Conferences/ seminars/workshops etc. *	Participation and Presentation of research papers (oral/poster) in	

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		a) International conference	10/Each
		b) National	7.5/each
		c) Regional/State level	5/each
		d) Local- University/College level	3/each
III E (iv)	Invited lectures or presentations for conferences/symposia	International	10/each
		National level	5

* If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication [III(A)] and not under presentation [III(E)(ii)]

Dr *Prof* *Sur* *ABD* *Chk*

Appendix-11

Concept Note for the proposed new Centre namely "Centre for Studies in Systems of Thought" (CSST) at AUD

This is to propose the setting up of a new Centre at AUD; the *Centre for Studies in Systems of Thought*. The proposal for the setting up of this Centre stems from the first Consultative Meeting on April 29, 2016 on the possible setting of what in 2016 was thought to be a *Centre for the Social Application of Mathematics* (CSAM) (the *aide-memoire* of which is attached – see **Enclosure-I**). The discussions in the first Consultative Meeting widened the idea, scope and objectives of the proposed Centre to a *Centre for Science, Mathematics, Culture and Society* (CSMCS), the Concept Note of which is attached (see **Enclosure-II**). Since the first Consultative Meeting AUD has been in further consultations with a number of scholars who are working in the area of History, Sociology and Philosophy of Science or Mathematics to reflect on and think about anchoring the process of setting up a Centre for Science, Mathematics, Society and Culture at AUD, which will explore research questions at the interface of the natural and the human sciences as also mathematics. This was also to see how the science question could feature in the human sciences and how the human science questions, including questions of culture and society could feature in turn in the natural sciences and in mathematics. This Centre was seen as a space where AUD shall make an attempt to bridge the 'two cultures' divide. To this end, AUD hosted a second Consultative Meeting on May 26-27, 2018 (minutes of the meeting are attached – see **Enclosure-III**). In the second Consultative meeting the idea, scope and objectives of the Centre got further expanded to a generic reflection on "systems of thought" and their socio-cultural and historical origins, their epistemological foundations, and their complex evolutions. To have a more inclusive space for enquiries spanning the formal and the empirical sciences (both natural and social), it was felt that the Centre could be called *Centre for the Study of Systems of Thought*.

AUD as an interdisciplinary ecosystem, an ecosystem that has tried to "break the silo" since its inception and has made space for Faculty with experience and interest in interdisciplinary research and teaching would be an ideal site for the hosting of this new Centre. The Centre would also and in turn contribute to the enriching of the existing interdisciplinary ecosystem. AUD has been a home for Faculty who are not entrenched in their disciplines and who have been questioning the boundaries of their own disciplines. The Centre would build on the kind of critical reflections AUD Faculty have generated on disciplines or how they have troubled the interface of two or more disciplines (Faculty in School of Development Studies, for example). The Centre would also build on bridges already created between the natural and social sciences (in the School of Human Ecology, for example) and between disciplines and interdisciplinary domains/thematics.

The Centre would be a space where the formal (like logic, mathematics, statistics, theoretical linguistics etc.) and the empirical sciences (both natural and social) would be brought to dialogue; the respective methodologies of each interrupted by the other; and their relationships reexamined. The Centre would thus ask foundational epistemological questions, as also questions of the social and cultural origins of knowledge. The Centre would also make space for the exploration of the birth or the origin of the sciences – both formal and natural/social in the Indian context. It could also be a space to explore what in lieu of indigenous or traditional be termed *already existing knowledge* and subaltern *know-how*; as also the history of the interaction and interface between formal and natural/social sciences that arrived in India through colonialism and the already existing knowledge systems. The Centre would thus become a hub for exploring *epistemic difference* and *pluralism* of systems of thought. History of the sciences – formal, natural and social – will thus give us a sense of how *partial perspectives* (not universals) were developed in different corners of the globe depending on the kind of 'soil' the 'science' was growing in, depending on the kind of context, culture, and subject positions that were informing the birth of the science. The Centre would do well to examine the extant East-West divide in terms of *crossroads* (the perspective of crossroads foreground contact and information flow across different cultures) including an attention on vernacular and subaltern traditions. The Centre could be a space to explore "natural selection in knowledge systems", including an attention to 'vanquished' knowledge systems. Have the 'victor's cognitive framework' dominated the actual and the normative versions of science? What is the history and sociology of the victor-vanquished relationship? The Centre would need to put to question the dominant framework of the *increasing formalization of knowledge* and the extant hierarchization of knowledge in terms of a step-ladder of knowledge where the 'victor' knowledge occupies the highest step of the ladder and the 'vanquished' form the lower steps of the ladder of knowledge. The Centre would also become host to reflections on the 'head-hand dialectic' in the history of knowledge; say the dialectic between pure and applied sciences, between, say, the agricultural scientist's knowledge and peasant's practical know-how. Much of the Science-Technology-Society (STS) programmes has hitherto been a dialogue between two or more natural science, technology or human science perspectives in the West; for example, Bio-Ethics – which is a dialogue between modern western medicine and Aristotelian or Kantian Ethics. STS questions could also be explored between other ontology of bodies, health and healing and other moral philosophies. The Centre could be a space where one would not just explore STS questions in their conventional forms. The Centre however, should not become a new silo; it should maintain a relationship of interdisciplinary co-learning and collaboration with other Schools and Centres.

The Centre would take up the following RESEARCH AGENDAS:

1. Philosophy, Sociology and History of the Sciences – both formal and empirical
2. Historical and Conceptual/Philosophical Pluralism in the Sciences – both formal and empirical
3. Science Education, Pedagogy and Learning
4. The Culture Question in the Sciences
5. Social Application of Mathematics and the Natural Sciences
6. Uncertainty/indeterminacy in the formal and empirical sciences
7. Thinking beyond Two-valued Logic
8. Subaltern perspectives to science-in-practice
9. Mathematics and *social justice*
10. Questions of Gender and Caste in the Sciences
11. Exploration of the Foundations of the Social Sciences

Other Activities:

- (a) Centre could emerge as a Resource Centre for attempts at the Integration of the Natural and Human Sciences
- (b) Sponsored research programmes (take up new *themes* that require dialogue between natural and human sciences)
- (c) Scholars in residence programme
- (d) Peer reviewed publications programme
- (e) Translation of fundamental texts in the vernacular as also translation of vernacular texts into foreign languages
- (f) The Centre can host (like the AML) a dialogue between the formal and the empirical sciences, as also between the natural and human sciences
- (g) The Centre could also be participating in teaching new research themes.
- (h) The Centre should provide a platform for Faculty who question the foundations of their own discipline

This new Centre would thus fulfill one crucial gap in AUD's extant explorations: the dialogue between the formal and the empirical sciences as also the dialogue between the two purported poles of the empirical sciences – the natural and the social sciences.

The Academic Council may consider recommending the above Concept Note to the Board of Management.

**Centre for Social Applications of Mathematics (CASM)
First Consultative Meeting, April 29, 2016, AUD**

Aide-memoire

The First Consultative Meeting on CSAM was held on 29 April 2016 in the Faculty Lounge of Kashmere Gate Campus. The following members were present.

1. Prof. Chandan Mukherjee, AUD (Chairperson)
2. Prof. Mihir Chakraborty, CU, Kolkata
3. Prof. Ramprasad Sen Gupta, JNU, Delhi
4. Prof. Geetha Veketaraman, AUD
5. Prof. Riddhi Shah, JNU, Delhi
6. Prof. Amber Habib, SNU, GN
7. Prof. Ravichandran, DU, Delhi
8. Dr. Anup Dhar, AUD
9. Dr. Rajendra Kundu, AUD
10. Dr. Anshu Gupta, AUD
11. Dr. Jyotirmoy Bhattacharya, AUD
12. Dr. Saroj B Malik, AUD
13. Dr. Ramneek Khassa, AUD
14. Dr. Pranay Goswami, AUD
15. Dr. Balchand Prajapati, AUD
16. Dr. Kranti Kumar, AUD

A. Introduction

As introduction to the subject matter and purpose of the consultative meeting, the following points were made:

A.1 About AUD¹

1. AUD is a unitary university in Humanities and Social Sciences. It has both undergraduate and postgraduate programmes.
2. Structurally, the university is constituted of Schools and Centres.
3. Schools are based on separate epistemological spaces such as Human Ecology, Development Studies, Social Design, Human Studies, Culture and Creative Expressions, Educational Studies, Business Public Policy & Social Entrepreneurship, Law, Governance & Citizenship, and of course Liberal Studies, Undergraduate Studies. AUD is currently in

¹ The points made by the Chairperson are little more elaborated here to describe the nature and specificities of AUD. This has been done with the view that this memoire will serve as one of the documents for subsequent consultative meetings.

the process of setting up a School of Vocational Studies. Academic Programmes are located within Schools. AUD does not have a departmental structure. The School boundaries are porous in the sense that both faculty and students can be engaged in different programmes/courses across Schools.

4. There are seven undergraduate programmes at present – History, Sociology, English, Economics, Psychology, Mathematics and Social Sciences & Humanities (a mix of several disciplines). Postgraduate programmes constitute both of traditional disciplines (such as those taught at the UG level except Mathematics) as well as interdisciplinary ones in the emerging areas of knowledge. AUD is also planning to launch programmes in Philosophy, Political Science in the near future.
5. While the Schools are essentially engaged in teaching and training, the Centres are spaces essentially for research in specific areas such as Psychotherapy and Clinical Research, Development Practice, Community Knowledge, Early Childhood Education & Development, Urban Ecology and Sustainability, Centre For Social Science Research Methods². The linkage and, therefore synergy, between the Schools and Centres is based on assignment of faculty members to the various Centres depending on their interests and expertise. The Centres also engage scholars/experts on relevant areas from outside AUD.

A.2 About the purpose of the meeting

1. AUD recognises the importance of the support that Mathematics and its applications render to the understanding of and inquiry into the complex social and human realities. Being a University devoted to teaching and research in Social Sciences, it is ideally placed to activate such a centre which can not only extend the interface between Mathematics and disciplines of the Social Sciences but can also lead to applications that can be of use to Society in terms of understanding and practicality. With this in mind, the present consultative meeting is the first step to explore of establishing a Centre for Social Applications of Mathematics. The Centre is envisioned as a hub for a community of scholars both from AUD and the institutions at large working on the interface between Mathematics and Social Sciences.
2. The Chairperson suggested that the discussion be divided into two distinct parts. The first part should devote to solely to the exploration of ideas for conceptualization of what the Centre should be all about. This is the main purpose of the present meeting. In the second part, the proposal for the MPhil/PhD Programme in Mathematics, which has already gone through due diligence involving external experts, some of whom are also present in this meeting, can be discussed with the objective of incorporating ideas which may emerge from the first part.

² The Centre for Social Science Research Methods is likely to have the closest affinity with the new Centre being discussed in this meeting. A change name from the present one to Centre for Research Methods is under consideration.

B. Discussion: summary of points³

B.1 On the Centre

The proposed name of the Centre does not reflect its nature and purpose being envisaged. It needs to be revisited at an appropriate time. The expression '... social applications of Mathematics' reduces the scope of the Centre which can have a more comprehensive vision and mandate.

There is a need for a two-way perspective to liberate the envisioning exercise from the narrow 'producer-user' view of interface between Mathematics and the Social Sciences. Instead, it should focus on 'what Mathematics can take from Social Sciences' as much as 'what Social Sciences can take from Mathematics'. For example, discourses on culture, tolerance, plurality, uncertainty in the Social Sciences.

Foundations and alternatives approaches to Mathematics, the sociology of Mathematics and application of Mathematics to Social Sciences and Humanities - may at first sight appear unrelated. Indeed, at present, these three kinds of questions are pursued by different communities of scholars. But, they are practically disjoint from one another. At first sight, the first and the second themes seem to be unrelated to the immediate goals of Centre if the focus is essentially on applications. In that case, the Centre can get off to a rapid start by bringing together the existing expertise in Mathematics and Social Science in and around AUD to work on well-established lines of research.

On the other hand, it is possible to think differently as well. The problems in Social Sciences that we consider to be ready for the application of Mathematics depend on what kinds of Mathematics we think is available to us. The pursuit of the first two themes may open up to us areas of Mathematics that are relatively underexplored and hence make possible mathematical approaches to Social Science problems that are different from what is commonly done. This would allow the Centre to work on the simultaneous development of Mathematics and Social Science rather than being limited to the mechanical application of the former to the latter. But, it needs to be noted that this will be a difficult path to pursue since it involves forays into uncharted areas for which expertise, resources and feedback will have to be put in place to begin the work of Centre in the near future.

B.2 On applications in practice and emerging areas

Study of alternative logical systems: Logical systems where traditional logic has been extended to capture states of knowledge and belief have long been used to study the epistemic foundations of game theory, and logicians and game theorists have both worked on this area. This is an area underserved both by Mathematics and Economics, hence this is one area where the Centre can make a contribution.

³The points are not recorded here in the sequence of progress of the discussion. Rather, a presentation of the various ideas and views has been collated by categories. They are not exhaustive but represents a broad narration of what transpired during the meeting.

Interests expressed by AUD faculty:

The modelling of expectations or dynamic price discrimination where mathematicians and economists can productively collaborate right away using standard Mathematics.

Areas in which some work has been already undertaken by AUD faculty:

Road Traffic Flow Modelling and Noise Pollution Modelling using Artificial Neural Networks
[input from Rajendra awaited]

B.3 Pedagogic issues

Mathematics Education was touched upon several times during the meeting. However, the discussion was somewhat scattered. One of the interventions can be summarised as follows which had a resonance with most of the points made by others.

The Centre should be engaged in developing innovative teaching methods and teaching material so as to bridge the gap between mathematics and the students who are not able to connect with numbers. Decision making, for example in business context relies on data and understanding of mathematics, applied mathematical methods play very crucial role in understanding data and making decisions based on data. Practitioners often find difficulty in making use of mathematical tools for decision making in business. This can be addressed if pedagogy and material used in basic mathematics teaching at elementary level can be improved.

One participant lamented that one finds oneself in a minority as someone deeply interested in mathematics education for schools and colleges. Taking cue from this statement, another participant elaborated that how to teach Mathematics in a Social Science University is itself a legitimate area for research.

Couple other points which were not taken up for further discussion:

What is not taught in school but necessary given the progress in the discourse of mathematics education? For example, constructivism, intuitionism, aesthetics.

B.2 On the proposal for a MPhil/PhD Programme in Mathematics

As emerged from the discussion, it was suggested that courses on the following areas may be included as elective courses in the proposed programme. They can be developed over time and offered in the programme depending on availability of suitable faculty, either from within AUD or from other institutions.

- History of Mathematics
- Philosophy/Foundation of Mathematics
- Mathematical Logic or Set Theory
- Fuzzy Set Theory / Rough Set Theory
- Mathematics for Uncertainty

C. References

Various references were made during the meeting to highlight current literature as well as activities from which ideas can be drawn upon for the envisioning exercise as well as subsequent activities of the Centre after its establishment. Following is a selection of them:

- An initiative called "Practice and Culture of Mathematics" has started in 2002. This not a society but is defined in terms of a core group of researchers who are related by a joint research project and who meet regularly at events related to study of mathematical practices and culture. The traditional view claims that "all the differences between mathematical research cultures are superficial and do not touch upon the nature of Mathematics". It is the goal of this research community is to evaluate this claim. (Ref. <http://www.uu.nl/en/news/phimsamp-philosophy-of-mathematics-sociological-aspects-and-mathematical-practice>).
- Journal of Mathematics and Culture, a journal primarily devoted to ethno-mathematics but more generally, promotes plurality in Mathematics.
- The Institute for Logic, Language and Computation at Amsterdam seems to be doing a lot of work, which will be interest to the Centre.
- Morris Kline (1983), Mathematics: The Loss of Certainty, Galaxy Books
- C. E. Mortensen (1995), Inconsistent Mathematics, Springer
- Michèle Friend (2014), Pluralism in Mathematics: A New Position in Philosophy of Mathematics, Springer
- Charles Regin (2000), Fuzzy-Set Social Science, University of Chicago Press
- Ian Hacking (1990), Taming of Chance, Cambridge University Press

D. The outcome in brief and steps forward

Three broad thematic areas emerged from the discussion on the Centre –(i) Historical, Social, and Epistemological/Philosophical dimensions of relationship between Mathematics and society; (ii) Applications of Mathematics in Social Sciences as well as the gap between social inquiries and available mathematical methods; (iii) Content and pedagogic issues in teaching of Mathematics. The Centre can be envisioned as a space for a community scholars (both within and outside AUD) to be engaged in the three broad thematic areas of Reflection, Application, and Education.

The next step for AUD is to get a full concept paper (not a note) developed, by drawing from above, which will form the basis of the next consultative meeting(s). Probably, it will be more fruitful to have separate consultative meetings with experts in the concerned area, each focussed on a specific theme, while keeping the overall vision in mind, which is to be elaborated in the concept paper. Prioritisation will be necessary with regard to which activities the Centre can begin with in the near future. This by itself will be a major part of subsequent deliberations.

CONCEPT PAPER**Centre For Science, Mathematics, Culture and Society (CSMCS)****Ambedkar University of Delhi**

By

Mihir Chakraborty

The background

The objective of the proposed Centre at AUD is to delve into the interplay between society and mathematics. One direction of this game is aptly clear and well discussed, namely, mathematics as a tool serving societal needs in various ways, through science and finally technology or in service sectors through statistical, economic and game theoretic appliances. These days, with the exponential growth of computer technology, mathematics plays a key role in fields of knowledge representation, data analysis, decision making in various domains and big-data mining. All the above is unidirectional in the sense that mathematics is being applied to social needs. Of course, there is no denial to the fact that some mathematics, among which are included some outstanding ones too, have emerged from the practical needs of society. But in this kind of approach, mathematics is considered as an 'instrument' lying 'outside' only to be 'utilized' whenever required. This is orthogonal to the position of technology which is by and large integrated with the daily lived life, though without mathematics technology can not be. On this direction of the play between mathematics and society, basically society is the taker and mathematics the giver. Also being an outsider, mathematical domain seems to be autonomous, homogenous and centered. It grows in its own way without being concerned much outside its own internal issues and tensions. The link between mathematics and society thus reduces to applications to societal requirements. There is a very strong and dominating viewpoint that societal application should be the sole value of mathematics. This viewpoint is shared by the policy makers of a state, common people and some mathematicians also. That mathematics has a relative autonomy yet may be integrated with the life of society in ways other than producer-user relationship is not understood, nor is generally focused upon.

While the proposed Centre will not ignore this direction of interplay it will look into the other direction as well, that is from society to mathematics, an investigation which is not usually done. What society has given/can give to mathematics or how is the development of mathematics influenced by time, history, philosophy, politics, value and culture of a given society? For example, how did Indian metaphysics shape Indian mathematics or similarly the Greek mathematics, or even in the present era, how are French mathematical practices

different from the German – these questions are of importance. There had been a number of research publications in the past century addressing the interplay. One can for example trace the history of rise and development of Calculus and Probability theory in this regard. But these studies are somewhat linear in nature. The kind of queries as mentioned above or that are coming up at present time had been hardly asked before.

It would be worthwhile in this context to pay some attention towards a phenomenon that has been taking place since the beginning of this century. An initiative called "Practices and Cultures of Mathematics" started in 2012. This is not a formal society in the traditional sense but is defined in terms of a core group of researchers who are related by joint research projects and who meet regularly at events related to the study of mathematical practices and cultures. Their meetings are posted in a network called Phil MASAMP (Philosophy of Mathematics: Sociological Aspects of Mathematical Practices) which, interestingly, is hosted by IASCUD (International Association for Science and Cultural Diversity). Among various meetings of this community let one cluster be mentioned. This goes under the broad category of Cultures of Mathematics. Within the ambit of this group there had been four seminars organized so far – Bielefeld (2010), Greieswald (2011), Guangzhou (2014) and New Delhi (2015). To get an idea of the objective of the initiative the following lines from the announcement of the Delhi event may be quoted: "... there has been a series of meetings dealing specifically with the phenomenon of diversity of research cultures in mathematics; the traditional view claims that all the differences between mathematical research cultures are superficial and do not touch the nature of mathematics." It is no wonder (or should it not be?) that some of the events had been funded by Arts and Humanities Research Council, London.

The same phenomenon may be traced in the publication of a series of six volumes of books by Springer under the title "Mathematics and Culture" edited by Emmer Michele since 2004 onwards. A glance into the contents reveals the amazing range that has been brought under the above headline: mathematics and history, mathematics arts and aesthetics, mathematics and cinema, mathematics in contemporary arts, mathematics and music, mathematics and comics, mathematics and images, mathematics and architecture, mathematics and education, visual mathematics and computer graphics and so on. To be noted that unlike simple narrative of development of some area of mathematics like, say irrational numbers or non-Euclidian geometry or application to some specific technology this series endeavours to connect mathematics with rather cultural items.

Another sign of the phenomenon is observed in the publication of a journal named "Journal of Mathematics and Culture". This journal is primarily devoted to *ethnomathematics* that is, mathematical practices (present or past) of so called tribal communities or professionals like carpenters or tools-men but in final analysis, it strives to promote generally the plurality in mathematics and mathematical practices.

All the above mentioned facts points towards a reversal – mathematics coming closer to society, not as a supplier of tools or techniques but as a receiver or a learner from society and culture. The firmly seated belief that mathematicians, but not their ideas may be affected by

external factors is slowly beginning to change. A new brand of historiography has emerged. It does not present a narrative of the produces of great mathematicians and their debates with other mathematical trends but try to demonstrate the interplay between societal factors and mathematical ideas (Daston, Aspray et. al.), to bring to fore the role of 'power' game in mathematical research and syllabi, even to investigate cognitive differences, if any, between male and female mathematicians and to explain why mathematics has long been considered a male vocation (E. Fee, F. Keller).

Apparently what mathematics is gradually gaining through this changed attitude towards its role in relation to society might be summarized as that pluralism is creeping in. The age old belief in the homogeneity and uniqueness of mathematics is dwindling, culture dependency of mathematics is being gradually recognized. As a result, the following types of questions arise of out of its engagement with current societal and cultural discourses:

- is mathematics one or many,
- does mathematics lead essentially to certainty,
- can there be inconsistency tolerant mathematics,
- is mathematics gendered
- is classical two-valued logic the only logical basis for mathematics
- can other mathematics be built on other logics closer to actual cognitive practices,

and so on. Traces of these kind of queries had been present in earlier studies too but in recent years, as mentioned before, research in this direction has entered a new dimension.

The Foreground

The aim of the Centre is to carry out research in the both-way interplay between mathematics and society. It may hope to emerge eventually as one of the significant nodes of the international network of the move towards projection of mathematics as embedded in culture and as a cultural activity by itself. AUD being a unitary university in Humanities and Social Sciences and structurally constituted of Schools and Centres, the above kind of newly emerging inquiries which are in a sense out of the way of the mainstream research could be pursued with relative ease in this institution. Here it would be possible to focus on issues such as "what mathematics can take from social sciences" as much as "what social sciences can take from mathematics". Sociology of mathematics along with applications of mathematics to social sciences may be taken up.. The two themes are related in the following way. The problems in social sciences that are considered to be ready for application of mathematics depend on the kind of mathematics available. The pursuit of the two together may open up areas of mathematics hitherto unexplored or relatively unexplored and thus make possible mathematical approaches to social science problems that are different from what is commonly done. This would allow the Centre to work on the simultaneous development of mathematics and social sciences rather than being limited to the mechanical application of the former to the

latter. It needs to be noted that this would be rather a difficult path to pursue though it has already begun in various nodal points over the globe as has been mentioned before.

However for a rapid start the centre will take initiative to bring together the existing expertise in mathematics and social sciences in and around AUD to work on well established line of research.

The Centre may engage itself into pedagogy of mathematics, particularly at the school level. Experiments on innovative teaching methods and teaching materials may be carried out not only for the average standard learners but also for those who are unable to connect with numbers and also for differently able personalities.

Research on mathematical practices in various cultural groups and ethnic communities in India may be taken up. Apart from the sociological interest, this research will lead to the testing of the hypothesis of plurality and culture dependency of mathematics as opposed to the prevailing monistic view that mathematics is one and universal.

In AUD there being a school of Culture and Creative Expressions, there shall be ample opportunity to study the interface between mathematics and art. It is well known that the renaissance artists contributed greatly to the development of projective geometry. A modern mathematical branch, Topology, has influenced artists like Gaudi and in shaping some of the innovative architecture of present time. This is an area that fascinates both the mathematician and the artist. Both these areas of human creativity converge at the domain of aesthetics.

The Centre may dwell upon areas broadly categorized as i) Historical, Social and Epistemic/Philosophical dimensions of relationship between mathematics and society ii) Application of mathematics in social sciences and locating of the gaps between social inquiries and available mathematical methods, (iii) Contents and pedagogic issues in mathematics –teaching (iv) , Ethnic mathematical practices and their relevance to the modern (a parallel being the role of traditional community knowledge in agriculture or crafts) (vi) mutuality between mathematics and art. The Centre can be envisioned as a space for a community of researchers, educators, activists from within and outside ADU to be engaged in three broad thematic categories namely Reflection, Application and Education.

Concluding Remarks

Mathematics is one of the intellectual enterprises pursued by humans from the very outset of civilization. However, at the beginning, quite understandably, it was not a purely intellectual act but thoroughly embedded in the material needs of daily life. Gradually civilization realized that mathematics surpasses the day to day affairs and touches upon human needs beyond the purely material ones. In Vedanga Jyotisha, great Indian minds described mathematics as follows: "As there is the crest on the head of a peacock or the jewel on the head of a snake, so is mathematics on the head of all knowledge." And in the West mathematics is considered as "Queen of all sciences." So, it is quite apparent that be it in the East or West, mathematics has been valued as something more than just a tool or an aid to other disciplines. In the present

era, mathematics unquestionably possesses both the wings (components) – intellectual pursuit dealing with pure abstraction as well as application to other disciplines. How does society play a role in shaping the first component has been the most contemporary agenda.

It seems that it is high time that an initiative to deal with this agenda takes place and given the characteristic features of AUD, it also seems that this institution may give leadership to build up such an initiative.

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Minutes of the Consultative Meeting on the setting up of a proposed *Centre for Science, Mathematics, Society and Culture* at Ambedkar University Delhi (May 26-27, 2018)

The *Centre for Social Science Research Methods* (CSSRM) on behalf of Ambedkar University Delhi has been in consultation with a number of scholars who are working in the area of History, Sociology and Philosophy of Science or Mathematics to reflect on and think about anchoring the process of **setting up a Centre for Science, Mathematics, Society and Culture at AUD**, which will explore research questions at the interface of the natural and the human sciences as also mathematics. This is to see how the science question could feature in the human sciences and how the human science questions, including questions of culture and society could feature in turn in the natural sciences and in mathematics. This Centre could be a space where AUD shall perhaps make an attempt to bridge the "two cultures" divide. To this end, CSSRM organized a Consultative Meeting on May 26-27, 2018 (Sat and Sun) at IIC, Delhi.

Based on the discussion in the Consultative Meeting the participants felt the need to place before the Academic Council of AUD an agenda item: **Setting up of the Centre for Science, Mathematics, Society and Culture at AUD.**

1. Participants in the Consultative Meeting:

Shyam B Menon
 Jatin Bhatt
 Asmita Kabra
 Geetha Venkataraman
 Vijaya Varma
 Mihir Chakraborty
 Mikkel Willum Johansen
 Amber Habib
 Madhulika Banerjee
 Manasi Thapliyal Navani
 Anil Persaud
 Jyotirmoy Bhattacharya
 Sramana Majumdar
 Taposik Banerjee
 Rajendra Kundu
 Cybil K Vinodan
 Chandan Mukherjee
 Anup Dhar

2. Schedule of the Consultation:

Breaking the Silo

Consultation on *Centre for Science, Mathematics, Culture and Society (CSMCS)*, AUD

Venue: Committee Room - 1 (India International Centre - Annexe).

May 26

Introduction – Natural Science Questions in a Human Science Context:

Prof. Shyam Menon (10 -10:30)

Background and Context of conceptualizing the *Centre for Science, Mathematics, Culture and Society (CSMCS)*:

Prof. Mihir Chakraborty (10:30 – 11)

Discussion: 11 – 11:15

Tea: 11:15 – 11:30

From Mathematics to Science – *widening the orbit*:

Prof. Geetha Venkataraman (11:30 – 12)

Prof. Vijaya Varma (12 – 12:30)

Reflections on the CSMCS:

Dr. Mikkel Willum Johansen (12:30 – 1)

Lunch: 1-2

Reflections (continued):

Prof. Amber Habib (2 – 2:30)

Prof. Madhulika Banerjee (2:30 – 3)

Tea: 3 – 3:30

Setting up the Research Agendas of CSMSC: 3:30 - 5

Anchor: Dr. Mikkel Willum Johansen

Dinner: Private Dining Hall (7 pm)

Venue: IIC Main

May 27:

Roundtable on the setting up of CSMSC: 10 – 11:15

Tea: 11:15 – 11:30

Institutionalizing CSMSC – Setting up Institutional Collaborations: 11:30 – 1

Lunch: 1 – 2

Reflections (continued):

Anchor – Prof. Vijaya Varma

Dr. Manasi Thapliyal Navani (2:15 – 2:30)

Dr. Anil Persaud (2:30 – 2:45)

Dr. Bidhan Chandra Dash (2:45 – 3)

Dr. Jyotirmoy Bhattacharya (3 – 3:15)

Dr. Sramana Majumdar (3:15 – 3:30)

Tea: 3:30 – 3:45

Concluding Remarks: Prof. Chandan Mukherjee (3:45 – 4:30)

3. Major issues, ideas, themes, and concerns highlighted in the Consultation with respect to the setting up of the proposed Centre:

- (a) **AUD – an interdisciplinary ecosystem:** The participants foregrounded the need to house the Centre in the larger ecosystem of AUD; an ecosystem that has tried to “break the silo” since its inception and has made space for Faculty with experience and interest in interdisciplinary research and teaching. The Centre would also and in turn contribute to the enriching of the existing interdisciplinary ecosystem.
- (b) **AUD Faculty – questioning disciplinary boundaries:** AUD has been a home for Faculty who are not entrenched in their disciplines. There is also a questioning of the boundaries of their own disciplines. The Centre could build on the kind of critical reflections AUD Faculty have generated on disciplines or how they have troubled the interface of two or more disciplines (Faculty in School of Development Studies, for example).
- (c) **Schools, not Departments:** AUD has set up Schools (*not* Departments) focused on interdisciplinary domains or thematics, at times, at times ‘fundamental human predicaments’, as in the School of Human Studies, for example. The University was thus conceptualized as a space of interdisciplinary enquiries; which in turn questioned the self-sufficiency and the orthodoxy of disciplines. The Centre would need to build on bridges already created between the natural and social sciences (in the School of Human Ecology, for example) and between disciplines and interdisciplinary domains/thematics.
- (d) **Dialogue between Formal and Empirical Sciences:** Building on existing work at breaking the silos, AUD could now bring to dialogue questions emanating from the empirical sciences (both natural and social) and the formal sciences (like logic, mathematics, statistics, theoretical linguistics etc.). Formal sciences could be seen as a metaphorical vessel to hold water; the vessel is of little value when there is no water (i.e. empirical sciences). The relation between the formal and the empirical could also be thought not in the form-content metaphor but in a more dialectical manner; are the formal sciences then providing an ‘environment’ of comprehension to the empirical? The Centre could be a space where the formal and the empirical sciences could be brought to dialogue; the respective methodologies of each interrupted by the other; and their relationships reexamined.
- (e) **Science-Aesthetics-Religion:** Questions incumbent upon the sciences (both formal and empirical), questions of art, aesthetics and creativity (the School of Culture and Creative Expressions explores this domain) and questions in religion (the Centre for Engaged Spirituality explores this domain) need to be thought in their interconnections at AUD. The proposed Centre could be home to such interdisciplinary enquiries.

- (f) **Limits to the knowledge of reality and the needs of exactitude:** AUD also needs to reflect on the question of the infinite complexity of social reality (including human, material and biotic axes) and the incapacity of rational or formal structures to fully make sense of it or domesticate it. However, without rational analysis (for which one needs the formal sciences) one cannot understand or make sense of reality; reality looks too amorphous without the aid of the formal sciences; hence the relationship between 'knowledge of reality' and 'reality' needs to be constantly reexamined. Also, the creation of the knowledge of reality is a collective social enterprise; a largely social science university, like AUD, will be poorer if these foundational epistemological questions, as also the question of the social origins of knowledge are not addressed. Long term submersion and habituation in the "normal sciences" does not let one reflect on foundations; or let us reach closer to the meta-perspective. The planning of this proposed Centre will hence need a kind of Copernican decentering and 'philosophy at large', not disciplinary philosophy as its nodal point (however, philosophy should not become the final arbiter; the Centre should not restrict itself to philosophy *of* science; it should also look into philosophy's *debt* to mathematics and the natural sciences). The Centre should also be open to new, untested and even unconventional ideas and questions like: do we impose human cognitive structures on reality or the world? How limiting is human cognition? Are we trapped in our own cognitive apparatus? The Centre could become host to such fundamental enquiries.
- (g) **History of the Birth or Origin of the Sciences:** The Centre could be a space for the detailed exploration of the birth or the origin of the sciences – both formal and natural/social in the Indian context. It could also be a space to explore what in lieu of indigenous or traditional be termed *already existing knowledge* and subaltern *know-how*; as also the history of the interaction and interface between formal and natural/social sciences that arrived in India through colonialism and the already existing knowledge systems.
- (h) **Exploring Differences in Epistemes:** Building on the above mentioned history of the science(s) – western and non-western – the Centre could emerge as a space to explore, say, for example, differences in mathematical practices, including difference in the ontology of numbers and ethno-mathematics; say, differences in philosophy of bodies, health and healing. The Centre could become the site for the study of systems of thought as also cultures of knowledge (for example, cultures of mathematics). The Centre would thus become a hub for exploring epistemic difference and pluralism of systems of thought; for example, questions of, say, *pramana* in the 'six schools' of Indian philosophy.
- (i) **History of Science:** History of science is not to demonstrate to the world 'oh, we *also* did/had science'! Or to assert: we did/had it *before* you! The "before you" argument can

take a displaced form; we did science before you; but we did not do it the way you did it. The “before you’ argument can go through a further displacement and become a *difference* argument. Difference could be in the nature of praxis. Difference could also be *epistemological difference*. History of science will thus give us a sense of how *partial perspectives* (not universals) were developed in different corners of the globe depending on the kind of ‘soil’ the ‘science’ was growing in, depending on the kind of context, culture, and subject positions that were informing the birth of the science. Who are ‘we’; and who is this ‘you’ is of course a complex question. There is no one ‘we’; India is a divided perspective. There is also no one ‘you’. It is hence not about West and East. The Centre would do well to examine the extant East-west divide in terms of *crossroads* (the perspective of crossroads foreground contacts and information flow across different cultures) including an attention on vernacular and subaltern traditions.

- (j) **Darwinism in knowledge systems:** Participants foregrounded “natural selection in knowledge systems”. One needed to carefully look at the ‘vanquished’ knowledge systems. Have the ‘victor’s cognitive framework’ dominated the actual and the normative versions of science? What is the history and sociology of the victor-vanquished relationship? The Centre would need to put to question the dominant framework of the *increasing formalization of knowledge* and the extant hierarchization of knowledge in terms of a step-ladder of knowledge where the ‘victor’ knowledge occupies the highest step of the ladder and the ‘vanquished’ form the lower steps of the ladder of knowledge.
- (k) **Head hand distribution:** The Centre could become host to reflections on the ‘head-hand dialectic’ in the history of knowledge; say the dialectic between pure and applied sciences, between, say, the agricultural scientist’s knowledge and peasant’s practical know-how.
- (l) **Limits of Science Technology Society Studies (STS):** Much of the STS programme has hitherto been a dialogue between two or more natural science, technology or human science perspectives in the West; for example, Bio-Ethics – which is a dialogue between modern western medicine and Aristotelian or Kantian Ethics. STS questions could also be explored between other ontology of bodies, health and healing and other moral philosophies. The Centre could be a space where one would not just explore STS questions in their conventional forms.
- (m) **Questions of Power and the Sciences:** The Centre could become a space to explore questions of power between formal and empirical sciences (is mathematics itself a source of power; does mathematics, seen largely as infallible and as privileging consistency, stand guard as gatekeeper over the empirical sciences), between natural and social sciences, and amongst the social sciences. Mathematics has been deployed in human history to sort out students into the ‘more intelligent’ and the ‘less intelligent’.

However, the diversity of mathematical practices – diversity within and outside – the way economics and physics and engineering deploys maths – should not be neglected. One perhaps needs to move beyond the textbook and the formalized version of mathematics. The question of uncertainty is integral to the inside of mathematical models. Mathematics has a front and a back; the cultural factors are operative in different ways at the front and the back. One could see mathematics, for example, as pieces of literature, or as communication devices; where the rigorous work of mathematics is coded in narratives; the narrative analysis of mathematics research papers, including the deployment of diagrams in such papers, takes us to the inside/unconscious of mathematics. The ‘inside’ of mathematics is quite wild; here conjecture could become theorem. However, the way mathematics is presented to the outside world is quite different. The Centre could become a space to explore the foregrounded (i.e. the public) and the occulted (i.e. the uncertain, reflective) facets of the sciences.

- (n) **Logic:** The Centre could become a space to move beyond classical two-valued logic and social science’s dependence on it and explore the social sciences from the perspective of fuzzy or para-consistent logic. The Centre could thus become a space for a dialogue between logical reasoning and heuristic/holistic/field dependent reasoning; as also quantitative and qualitative methods.
- (o) **Pedagogy:** The Centre would take up the question of science pedagogy as a research question. One option would be to see mathematics as a *language* and see mathematics pedagogy as “how do we teach this particular language”. Mathematics looks to be as much a foreign language, as English.
- (p) **Space for an informed critique of science:** The participants felt that the social science critique of science as positivist or as having ‘one’ methodology was premised on a limited understanding of praxis of the natural sciences. The contingent nature of natural science theories, the lack of certitude in such theories is not appreciated well in much of these critiques. The Centre should make an attempt to bridge the gap between what science is and the social science image or perception of science; the conceptual journey in the philosophy of the sciences from ‘verifiability’ to ‘falsifiability’ to the ‘relativism’ of Feyerabend could also be taken up for critical scrutiny.
- (q) **Not a New Silo:** The Centre should not become a new silo; it should maintain a relationship of interdisciplinary co-learning and collaboration with other Schools and Centres.

The Centre would take up the following RESEARCH AGENDAS:

1. Philosophy, Sociology and History of the Sciences – both formal and empirical
2. Historical and Conceptual/Philosophical Pluralism in the Sciences – both formal and empirical
3. Science Education, Pedagogy and Learning
4. The Culture Question in the Sciences
5. Social Application of Mathematics and the Natural Sciences
6. Uncertainty/indeterminacy in the formal and empirical sciences
7. Thinking beyond Two-valued Logic
8. Subaltern perspectives to science-in-practice
9. Mathematics and *social justice*
10. Gender and Science
11. Caste and Science
12. Foundations of the Social Science
13. Applications and Implications: Game Theory, Cognitive niches etc.

Other Activities:

- (a) Centre could emerge as a Resource Centre for attempts at the Integration of the Natural and Human Sciences
- (b) Sponsored research programmes (take up new *themes* that require dialogue between natural and human sciences)
- (c) Scholars in residence programme
- (d) Peer reviewed publications programme
- (e) Translation of fundamental texts in the vernacular as also translation of vernacular texts into foreign languages
- (f) The Centre can host (like the AML) a dialogue between the formal and the empirical sciences, as also between the natural and human sciences
- (g) The Centre could also be participating in teaching new research themes.
- (h) The Centre should provide a platform for Faculty who question the foundations of their own discipline

Tasks:

- (i) Taking the proposal for the Centre to the Academic Council of AUD: *Based on the discussion in the Consultative Meeting the participants unanimously felt the need to place before the Academic Council of AUD an agenda item: **Setting up of the Centre for Science, Mathematics, Society and Culture at AUD.***
- (ii) Setting up of an Advisory Board for the Centre and a Chairperson
- (iii) Designating an AUD Faculty as Director of the Centre
- (iv) Naming the Centre: possible names
 - (a) Centre for Science, Mathematics, Society and Culture (CSMSC)
 - (b) Centre for Science Society Culture (CSSC)
 - (c) Centre for Studies in Systems of Thought (CSST)

ANNUAL ACCOUNTS

2017-18



Ambedkar University Delhi
Lothian Road, Kashmere Gate
Delhi - 110 006

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Ambedkar University Delhi
BALANCE SHEET AS AT 31ST MARCH 2018

(Amount in Rs.)

SOURCES OF FUNDS	Schedule	2017-18	2016-17
CORPUS/CAPITAL FUND	1	1,72,65,68,718	1,61,64,08,744
DESIGNATED/ EARMARKED / ENDOWMENT FUNDS	2	30,48,69,828	37,13,64,353
CURRENT LIABILITIES & PROVISIONS	3	69,38,00,598	49,51,97,548
TOTAL		2,72,52,39,144	2,48,29,70,645
APPLICATION OF FUNDS			
FIXED ASSETS	4		
Tangible Assets		1,58,59,69,395	1,54,65,44,841
Intangible Assets		1,11,63,667	96,59,238
Capital Works-In-Progress		10,38,94,508	-
INVESTMENTS FROM EARMARKED / ENDOWMENT FUNDS	5		
Long Term		-	-
Short Term		18,75,34,195	24,21,34,19
INVESTMENTS - OTHERS	6	-	4,29,78,54
CURRENT ASSETS	7	49,72,10,240	37,16,13,56
LOANS, ADVANCES & DEPOSITS	8	33,94,67,139	27,00,40,25
TOTAL		2,72,52,39,144	2,48,29,70,64
PRINCIPLE ACCOUNTING POLICIES	23		
NOTES TO ACCOUNTS	24		

[Signature]

Controller of Finance

[Signature]

Pro- Vice Chancellor

[Signature]

Vice Chancellor

New Delhi
5.07.2018



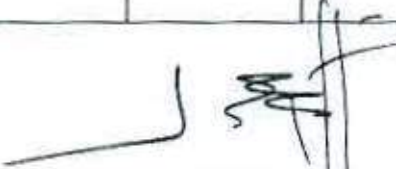
Ambedkar University Delhi


INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED ON 31ST MARCH 2018

(Amount in Rs.)

Particulars	Schedule	2017-18	2016-17
INCOME			
Academic Receipts	9	5,22,08,236	3,24,26,179
Grants / Subsidies	10	46,18,27,863	34,72,00,520
Income from Investments	11	10,09,136	1,77,48,680
Interest earned	12	18,82,993	46,10,457
Other Income	13	8,82,292	23,82,908
Prior Period Income -	14	-	45,69,634
TOTAL (A)		51,78,10,520	40,89,38,378
EXPENDITURE			
Staff Payments & Benefits (Establishment Expenses)	15	31,49,57,304	25,32,86,520
Academic Expenses	16	3,27,69,997	3,16,63,674
Administrative and General Expenses	17	7,94,56,728	4,36,52,615
Transportation Expenses	18	1,03,51,699	69,76,431
Repairs & Maintenance	19	3,13,11,448	1,15,54,509
Finance Costs	20	87,888	66,771
Depreciation	4	3,82,57,625	2,55,71,896
Other Expenses	21	0	0
Prior Period Expenses	22	82,56,676	0
TOTAL (B)		51,54,49,365	37,27,72,416
Balance being excess of Income over Expenditure (A-B)		23,61,155	3,61,65,962
Transfer to / from Designated Fund		0	0
Building fund		0	0
Others (specify)		0	0
Balance Being Surplus / (Deficit) carried to Corpus Capital Fund		23,61,155	3,61,65,962


 ॐ. Controller of Finance


 Pro- Vice Chancellor


 Vice Chancellor

New Delhi
 5.07.2018



Ambedkar University Delhi
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st MARCH 2018

(Amount in Rs.)

RECEIPTS	2017-18	2016-17	PAYMENTS	2017-18	2016-17
I. Opening Balance			I. Expenses		
Cash Balance(GIA)	-		Establishment Expenses	29,63,35,132	23,96,89,180
Bank Balance			Academic Expenses	3,27,69,997	3,16,63,674
Savings Accounts(GIA)	23,25,85,878	1,78,47,359	Administrative Expenses	7,38,54,834	4,87,83,323
Savings Accounts(FEE)	7,95,85,386	75,85,394	Transportation Expenses	1,03,51,699	40,94,603
Savings Accounts(Projects)	5,58,43,891		Repairs & Maintenance	2,79,92,249	1,15,54,509
Savings Accounts(UDF)	35,34,940		Finance Cost	87,888	66,771
			Prior Period Expenses	3,51,460	
			II. Expenditure on Fixed Assets and Capital Works - in- Progress		
In Deposit Accounts GIA	4,29,78,548	31,07,44,991	Fixed Assets	5,92,87,224	4,32,98,927
In Deposit Accounts FEES	4,46,00,000	-	III. Advance for Capital Expenditure	29,80,97,514	75,07,607
In Deposit Accounts Projects	99,99,999	-	IV. Deposits and Advances	-	-
In Deposit Accounts UDF	18,75,34,195	-	Advance to Staff GIA	18,62,129	13,08,687
II. Grants Received					
From State Government Delhi	54,14,00,000	50,21,00,000	Advance for LTC	33,690	2,03,252
From UDF	1,86,00,000	-	Advance to parties	27,36,843	5,92,476
Transit Grants 2016-17	16,00,00,000	8,21,00,000	V. Other Payments		
Advance From PWD	25,00,000		UDF	-	18,75,34,195
III. Academic Receipts	5,21,95,048	9,54,112	AUD Centre for II&E Transfer with Interest	-	1,50,13,480
IV. Interest received on			NPS Payment faculty Outstanding Adj.	-	82,70,344
Bank Deposits	39,75,926	2,77,86,303	Expenses paid for Dheer Pur Campus Project	80,000	-
			NPS FDR Interest		46,46,811
Savings Bank Accounts	1,17,17,585	46,10,457	Payment made to Rakshak Security	6,51,642	-
Interest Received on UDF Saving	1,45,46,831	-	Sarnika Sarkar	-	8,846
			India International Centre	-	34,203
V Other Receipts			Payment to CECED	-	28,57,955



RECEIPTS	2017-18	2016-17	PAYMENTS	2017-18	2016-17
Indirect Income	8,72,291	23,82,908			
Received from PWD	45,49,397		Imprest	1,88,801	63,473
NPS Payment Non - Faculty		2,63,012	Security Deposits	1,58,500	-
Earnest Money	83,93,713	4,76,392			-
			TDS Payment	-	2,18,369
Stale Cheque GIA	7,47,213	2,78,470	Other payment	13,963	1,099
Stale Cheque FEES	9,53,576	8,31,600			
NPS Excess Recovered		3,96,710	Amount Paid from Sponsered Project	8,73,98,958	-
Overhead Income from Project	3,15,878	-	Expenses in UDF account	12,74,988	-
			Rufund to GIA by UDF	1,86,00,000	-
			Rent Rates & taxes paid on behalf of DHE	31,58,966	
VI. Deposits and Advances					
Amount received from TPDDL	2,74,52,799	-	Expenses paid from fees other then tution fees	2,15,49,884	-
Advance Recovered GIA	-	1,37,028	VI. Closing balance		
Advance Recovered Fees	1,47,055	-	Cash Balance	-	-
			Bank Balance	-	-
VII. Amount from Earmark Fund	-	4,86,66,860	Savings Accounts(GIA)	24,27,31,278	23,25,85,878
			Savings Accounts(FEE)	7,66,18,991	1,78,41,428
			Saving Accounts (Earmark Fund)	7,26,76,749	6,17,43,958
VIII. Amount Received in Projects	8,54,14,002	-	Savings Accounts(Sponserd Projects)	6,38,58,935	-
IX. Amount Received in Fees other then Tution Fee	3,08,84,371	-	Savings Accounts(UDF)	4,10,72,013	-
			In Deposit Accounts UDF	18,75,34,195	8,75,78,548
TOTAL	1,62,13,28,522	1,00,71,61,596	TOTAL	1,62,13,28,522	1,00,71,61,596

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Controller of Finance

New Delhi
5.07.2018

Pro- Vice Chancellor

Vice Chancellor



SCHEDULE - 1 CORPUS/CAPITAL FUND

(Amount in Rs.)

Particulars	2017-18	2016-17
Opening Balance	1,61,64,08,744	45,36,73,937
Add: Surplus/Deficit of Current Year transferred from Income and expenditure	23,61,155	3,61,65,962
Add: Fixed Assets Purchased during the Year out of UGC Funds	4,97,048	1,04,90,845
Add: Fixed Assets Purchased during the Year out of CD Funds	2,267	-
Add: Grant received for Capital Expenditure	18,27,10,519	4,93,24,923
Add: Cost of land of 16.24 hect payment made by DHE	-	1,11,63,57,590
Add: Rectification of Error	-	1,18,780
Less: Rectification in brought forward	1,73,74,456	-
Less Transfer to Scholar Ship	52,20,824	-
Less Transfer to Learning Enhancement	1,17,46,853	-
Less Transfer to SWF	22,53,600	-
Less :Amount transfer to UDF from FEES	3,58,79,088	4,01,66,444
Less :Amount transfer to UDF from GIA	8,82,292	1,70,01,781
Less :Amount transfer to UDF from Overhead	20,53,902	-
Add: Amount Wrongly created in Fees account last year	-	74,44,932
Closing Balance	1,72,65,68,718	1,61,64,08,744



Ambedkar University Delhi
SCHEDULE - 2 EARMARKED / ENDOWMENT FUNDS

(Amount in Rs.)

Particulars	Sch. No.	2017-18	2016-17
I. Research & Sponsered Project			
2 (b) CECED		-	4,00,43,463
SRTT		-	5,46,506
SIR JAMSETJI TATA TRUST		-	27,75,701
2 (a) Total Projects 40		-	84,56,680
UGC		-	18,15,513
PWC		-	11,340
NSDL		-	10,93,039
FORD FOUNDATION		-	68,17,547
RGF		-	1,19,599
Design Innovation Centre		-	17,20,829
Campus Development		-	71,64,830
Sub - Total (i)		-	7,05,65,047
II. Student Funds	2.1		
Learning Enhancement		3,72,86,864	3,08,74,832
Scholarship		52,36,033	39,83,993
Student Wefare Fund		1,05,46,652	80,98,010
Application Fee		2,03,06,700	96,05,111
University Development Fund (Including Interest amount 2017-18)		23,14,93,579	24,82,37,360
Sub - Total (ii)		30,48,69,828	30,07,99,306
Total (i+ii)		30,48,69,828	37,13,64,353



Ambedkar University Delhi

Sub - SCHEDULE 2.1 STUDENT FUND

	1	2	3	4	5
	Scholarship	Learning Enhancement	Application Fee	SWF	Total
Opening Balance of the Funds	39,83,993	3,08,74,832	96,05,111	80,98,010	5,25,61,946
Addition to the funds	-	-	1,44,05,776	22,53,600	1,66,59,376
Income from investments made of the funds	-	-	-	-	-
Accrued Interest on investments / Advances	-	-	-	-	-
Interest on savings bank A/c	1,17,697	8,36,747	5,83,857	3,03,282	18,41,583
Transfer from Tution Fee	52,20,824	1,17,46,853	-	22,53,600	1,92,21,277
other Additions	-	-	-	-	-
Total (A)	93,22,514	4,34,58,432	2,45,94,744	1,29,08,492	9,02,84,182
Utilisation / Expenditure towards ojectives of funds					
Capital Expenditure	-	-	-	-	-
Revenue Expenditure	40,86,481	61,71,568	42,88,044	23,61,840	1,69,07,933
others Payments	-	-	-	-	-
Total (B)	40,86,481	61,71,568	42,88,044	23,61,840	1,69,07,933
Closing Balance at the year end (A-B)	52,36,033	3,72,86,864	2,03,06,700	1,05,46,652	7,33,76,249
Bank Balance As On 31.03.2018	52,36,033	3,66,24,264	2,02,69,800	1,05,46,652	7,26,76,749
Cash	-	-	-	-	-
FDR	-	-	-	-	-
Advance	-	6,62,600	47,900	-	7,10,500
Accrued Interest	-	-	-	-	-
TOTAL	52,36,033	3,72,86,864	2,03,17,700	1,05,46,652	7,33,87,249
Current Liabilities	-	-	11,000	-	11,000
TOTAL	52,36,033	3,72,86,864	2,03,06,700	1,05,46,652	7,33,76,249

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SCHEDULE 3- CURRENT LIABILITIES & PROVISIONS

Particulars	Sub - Schedule	(Amount in Rs.)	
		2017-18	2016-17
A. CURRENT LIABILITIES			
1. Deposit from Students			
a) Caution Money	3.2	1,73,17,834	1,20,59,400
b). Co-Curricular	3.2	45,56,024	41,68,105
c). Extra Mural	3.2	48,57,825	37,23,306
d. Course Material	3.2	47,89,589	38,40,000
2. Sundry Creditors			
a) GIA	3.3	84,74,868	79,81,601
3. Statutory Liabilities			
GIA			
a) TDS 192A		36,051	-
b) TDS 194C		1,20,386	334
c) TDS 194J		28,200	-
d) TDS 194C KP		19,709	9,765
e) TDS 194J KP		67,150	8,900
e) TDS 194I KP		7,800	-
f) TDS VAT		-	821
g) TDS CD		-	1,550
FEE			
h) TDS 194J Fees		7,000	26,916
g) TDS 194C Fees		13,728	-
Sponsored Projects			
h) TDS CECED		3,000	22,055
j) TDS OTHER PROJECTS		9,897	350
4. Deposit-others (including EMD, Security Deposit)			
i) GIA	3.4	95,46,648	11,42,935
ii)CD		-	15,195
iii) Security Deposits	3.1	-	2,75,000
			-
5. Other Current Liabilities			
i)Salaries Payable		2,04,504	7,78,260
ii)Interest of NPS		44,13,648	43,51,292
iii) NPS Excess Recovery		-	15,826
iv) NPS (NSDL)Fund Employee Share TS	3.8	74,87,781	41,74,749
v) NPS (NSDL)Fund Employee Share NTS		8,15,480	3,79,082
vi) Unspent Grants	3.6	36,15,10,307	40,46,01,567
vii)Receipt against sponsored projects	3.5	5,98,51,663	-
viii) Receipt against UGC Project	3.6	19,80,404	-
IX) ECCC (Delhi Govt)	3.6	77,64,715	-
ix)Received from PWD			-
x) Other Projects Liability	3.7	19,69,753	-



Particulars	Sub - Schedule	2017-18	2016-17
xi) Campus Development		-	-
xii) Received from PWD		24,20,000	-
xv) Amount Payable 19656		1,10,326	-
Xiii) Amount payable 19657		3,75,300	-
xiv) Rakshak Securities pvt. Ltd.		-	8,36,553
xv) Stale cheque Pending for reissue			
a) GIA		18,12,189	10,64,976
b) Fees		21,91,718	12,27,142
xvi) AUD Overhead (Design Innovation centre) Project		-	4,00,000
XVI) Workshop Training & Outreach Exp. (Design innv. Centre) Project		-	1,02,700
xvii) Amount payable/recpverable to staff		-	
i)Mr . Surjit Sarkar against adjustment of advance		-	1,175
ii)Shreya Singh - Student advance Fee		-	870
iii) Mr.Nansel Stobdan Student Advance Fee		-	718
iii).Anshu Gupta		21,315	-
iv)IGNOU		1,148	-
XViii) Leave salary contribution payable		6,48,830	6,48,830
xx) Audit Fees Payable		1,77,000	
xxi) Electricity Charges Payable		5,93,092	6,22,516
xxii) Telephone Charges Payable		-	
xxiii) Water Charges Payable		45,831	1,93,307
xxiv) Rent Rates & Taxes		1,10,02,934	
xxv)UDF		3,88,15,282	
xxvi)Ground rent Dheerpur		8,18,46,000	
Total (A)		63,59,14,929	
			45,26,75,796
6. PROVISIONS			
i)Gratuity Payable		3,81,71,632	2,43,25,705
ii)Leave Salary Payable		1,97,14,037	1,81,96,047
Total (B)		5,78,85,669	4,25,21,752
Total (A+B)		69,38,00,598	49,51,97,548



Ambedkar University Delhi

SUB - SCHEDULE 3.1 SECURITY DEPOSITS		
Particulars	2017-18	2016-17
Security deposit	-	1,15,000
Good Year	-	50,000
Rakshak Securities	-	1,00,000
CS Datamtion	-	5,000
Ecole Solutions Pvt. Ltd.	-	5,000
Electro Sales Corporation	-	-
Netcomm Sytems	-	-
Sanchar Systems	-	-
Tricorniop Technologies	-	-
Total	-	2,75,000

Ambedkar University Delhi

SUB SCHEDULE 3.2 DETAIL OF STUDENTS FEE LIABILITY AS ON 31.03.2018

	1	2	3	4	5
	Caution money	Co - Curricular	Extra Mural	Course Material	Total
Opening Balance of the Funds	1,20,59,400	41,68,105	37,23,306	38,40,000	2,37,90,811
Addition to the funds	76,81,000	14,79,000	15,00,300	9,41,000	1,16,01,300
Income from investments made of the funds					-
Accrued Interest on investments / Advances					-
Interest on savings bank A/c	3,97,034	1,38,675	1,07,575	1,27,828	7,71,112
Transfer from Tution Fee					-
other Income					-
Recruitment fee	-	-	-	-	-
Total (A)	2,01,37,434	57,85,780	53,31,181	49,08,828	3,61,63,223
Utilisation / expenditure towards objectives of funds					
Capital Expenditure					
Revenue Expenditure	28,19,600	12,29,756	4,73,356	1,19,239	46,41,951
others Payments					-
Total (B)	28,19,600	12,29,756	4,73,356	1,19,239	46,41,951
Balance (A-B)	1,73,17,834	45,56,024	48,57,825	47,89,589	3,15,21,272
Bank Balance As On 31.03.2018	1,73,17,834	44,41,024	45,56,033	47,89,589	3,11,04,480
Cash					-
Advance		1,15,000	3,01,792	-	4,16,792
Total	1,73,17,834	45,56,024	48,57,825	47,89,589	3,15,21,272

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SUB SCHEDULE 3.3 CREDITORS		
Particulars	2017-18	2016-17
Atlantic Publishers & Distributors	-	22,120
Bharatiya Sahitya Bhavana	-	62,852
Bhartiya Sahitya Bhawan	-	26,505
Bookwell Publications	-	49,658
Efficient Books Distribution	-	20,023
Elite Publishers Distributors	-	20,374
Emerald Group Publishing (India) Private Limited	-	3,17,650
Euromonitor International Ltd.	-	3,36,098
Govinda Book House	-	2,01,083
Index International	-	75,988
International Book Centre	-	45,068
International Book Distributor	-	41,368
Kilaso Books	-	69,078
K.K. Books Distributor	-	50,620
Manohar Publisher & Distributors	-	25,639
Mansarovar Industrial Corporation	33,000	33,000
NEWAGE Furniture Innovations Pvt. Ltd.	47,211	47,211
Orange Books International	-	69,218
Overseas Press India Private Limited	-	3,52,981
Pragati Publication	-	21,07,100
Rajkamal Prakashan	-	1,43,278
Red Rose Book Enterprises	-	18,206
Segment Book Distributors	-	47,028
Springer Customer Service Centre	-	93,613
Synergy Books India	-	51,529
T & F Customer Service	-	3,19,853
The Bookseller	-	7,29,397
Today & Tomorrow Printers & Publishers	-	6,312
Vani Prakashan	-	50,939
Vardhman Books	-	2,11,097
Goodyear Securities Services	-	23,36,715
Deepa Engineering	2,25,380	-
DTTDC Ltd	30,07,693	-
Gulkhan	6,505	-
Alert Pest Control	16,563	-
Home Style	1,59,620	-
Pryag Heritage Pvt Ltd	31,800	-
Swastik Force Security Service	37,713	-
Vikas Electrical Works	7,179	-
Sulabh International	11,69,494	-
Tiger Force Security Services	30,56,567	-
Total (A)	77,98,725	79,81,601
SUNDRY CREDITORS KP		
Rekha Sharma Sen	3,350	-
Sulabh International	2,27,494	-
Tiger Force Security Services	4,45,299	-
Total B	6,76,143	-
Grand Total (A+B)	84,74,868	79,81,601



SUB - SCHEDULE 3.4 EARNEST MONEY DEPOSITS

S.No.	Party Name	Amount in Rupees	
		2017-18	2016-17
1	Art design print solution	25,000	25,000
2	Informatics publishing ltd.	5,000	5,000
3	Methodox pvt. ltd.	500	500
4	Metrohm India Limited	17,000	17,000
5	A.K. Enterprises	4345	-
6	All India society for environment couse	1,000	1,000
7	Allied Publishers	10000	-
8	Ambika Electricals	-	20,000
9	Annapoorna Ind. Corp.	7,000	7,000
10	Antrax Technologies	17000	-
11	Aqua Health Care	5,000	5,000
12	Atlantic Pub. & Distributors P. Ltd	10000	-
13	Aviva Books Company	10000	-
14	Bharatiya Sahitya Bhawan	10000	-
15	Biz Technologies Ltd	12,000	12,000
16	Book Seller	10000	-
17	Bookwell Publication	10000	-
18	Brijwasi Book Distributors	10000	-
19	Chhavi Farms & Nursery	4000	-
20	Clifford Facility Services P. Ltd	698000	-
21	Communication & Network	25,000	25,000
22	Comptek Technology	-	5,000
23	Cummins Sales & Service	2596	-
24	D. K. Fine Art Press	-	25,000
25	Deepa Engg. co.	9,500	1,500
26	Delphi Infosolutions Pvt. Ltd.	-	5,000
27	Dhanesh Printographic	10000	-
28	Dilawar Khan	5,000	5,000
29	Educational Stores	-	10,000
30	Efficient Book Distribution	10000	-
31	Efficient Book Distributors	10000	-
32	Elite Pub. & Distributors	10000	-
33	Empire Furniture Co.	15,000	15,000
34	Euro Marketing (India)	5000	-
35	Friends Detective Security Services	698000	-
36	Genesis	-	10,000
37	Glodyne Technoserve Ltd.	16,000	16,000
38	Govinda Book Hourse	10000	-
39	Gul Khan	5,000	5,000
40	Gupta Caterers & Maintenance	25000	-
41	Hari Ions India	5000	-
42	Hi-tech Audio Systems P. Ltd	-	20,000
43	Home style	154750	-
44	Indica Publishers & Distributors P. Ltd	10000	-
45	Intakab Alam	500	500

S.No.	Party Name	Amount in Rupees	
		2017-18	2016-17
46	International Book Agency	10000	-
47	International Book Centre	10000	-
48	International Book Distributors	10000	-
49	Intex	-	46,000
50	IT Solutions	17000	-
51	Jagjeet Singh	6,500	6,500
52	Jay mahaveer engg. ydyog.	500	500
53	Jupiter Administrative & Security Services P. Ltd	698000	-
54	K.K. Book Distributors	10000	-
55	Kamal Kumar	10000	-
56	Kendriya Bhandar	-	10,000
57	Kilaso Books	10000	-
58	Kore Security Services	698000	-
59	Malika Air-Conditioning Co.	10,000	10,000
60	Manohar Pub. & Distributors	10000	-
61	Manoj Kumar	1,000	1,000
62	Metalex Office System P. Ltd	-	15,000
63	Mi2C Security and Facilities P. Ltd	698000	-
64	N.V. Enterprises	20,000	20,000
65	New Way Office Automation Technology	5,000	5,000
66	Newage Furniture Innovation Pvt. Ltd.	500	500
67	Orange Book International	10000	-
68	Overseas Press India P Ltd	10000	-
69	Paras Enterprises	-	10,000
70	Peace Thesis & Xerox Centre	10000	-
71	Peekay Paper Enterprises	-	5,000
72	Pragati Publications	10000	-
73	Prakashan Sansthan	10000	-
74	Prayag Heritage Pvt Ltd	17500	-
75	R K Books	20,000	10,000
76	Rajkamal Prakashan P. Ltd.	10000	-
77	Rajmala construction Pvt. Ltd. .	23,950	22,600
78	Rakshak Securitas P Ltd	698000	-
79	Raunak Electrostat	10000	-
80	Red Rose Book Enterpriese	10000	-
81	RNK SUN SYSTEMS P LTD	17000	-
82	Roshni Enterprises	-	5,000
83	Sadik	5,000	5,000
84	Safe Aqua Water Solution	5000	-
85	Sakshi Nursery	1,000	1,000
86	Sarvesh Security Services P Ltd	698000	-
87	Segment Book Distributors	10000	-
88	Shri Balaji Mineral Company	5000	-
89	Sleeksales	-	20,000
90	Software One	2,000	2,000
91	Stri Shakti.	20,000	20,000
92	Subhadar Trading co.	-	10,000
93	Suprit Enterprises	-	15,000



S.No.	Party Name	Amount in Rupees	
		2017-18	2016-17
94	Suprit Enterprises	1080	-
95	Symmetrix the Design	4000	-
96	Synergy Books India	10000	-
97	Systech Technocraft Services (P) Ltd	85,395	85,395
98	Tiger 4 Security & Detective India Pvt. Ltd	698000	-
99	Tiger Force Security Services	698000	-
100	Today & Tomorrow's Printers and Publishers	10000	-
101	Twenty Four Secure services P. Ltd.	698000	-
102	Uppal Book Store	10000	-
103	Vani Prakashan	10000	-
104	Vardhman Books	10000	-
105	Vijay Stationery Mart	-	5,000
106	Vikas Electrical Works	4500	-
107	Well Protect Manpower Security Services P. Ltd.	698000	-
	Total A	86,56,116	5,65,995

Performance Gurantee

1	Bhambra Glass Concepts	11,250	11,250
2	Gaurav Tent Decorators	-	24,500
3	Kailash Chand Jain & Co.	15,000	15,000
4	Prateek computer peripherals	21,900	21,900
5	Kendriya Bhandar	56,000	56,000
6	IANS india pvt ltd.	-	36,000
7	D.S. Scientific solution pvt. ltd.	-	2,500
8	Avit Digital	-	16,650
9	New Furniture India	-	22,900
10	Okaya Power Pvt. Ltd.	-	5,000
11	City Computers	700	700
12	Pragati Publications	-	10,000
13	Vani Prakashan	-	10,000
14	Orange Books International	-	10,000
15	Red Rose Book Enterprises	-	10,000
16	The Bookseller	-	10,000
17	Tech Aditronics	-	1,500
18	Comptek Technologies P. Ltd	-	1,000
19	S.N. Enterprises	-	1,500
20	Arya Exhibition & Conference Services	60,000	
21	Jain Stationers	25,000	
22	Sulabh International Social Services Organization	-	25,000
23	Gulkhan	20,000	20,000
24	Alert Pest Control	17,200	17,200
25	Delhi Trophy. Com	7,140	7,140
26	GPS Office Equipment Pvt. Ltd	15,000	15,000
27	Avior Technologies P. Ltd	6,200	6,200
28	Prakashan Sansthan	10,000	10,000
29	Manohar Publications Distributors	10,000	10,000
30	K.K. Books Distributors	10,000	10,000
31	Uppar Book Store	10,000	10,000



S.No.	Party Name	Amount in Rupees	
		2017-18	2016-17
32	Raj Kamal Prakashan P. Ltd	10,000	10,000
33	Vardhman Books	10,000	10,000
34	Atlantic Publishers & Distributors P. Ltd	10,000	10,000
35	Segment Books Distributors	10,000	10,000
36	Indica Publishers & Publications	10,000	10,000
37	Today & Tomorrow Printers & Publishers	10,000	10,000
38	International Book Distributors	10,000	10,000
39	Academic Publication	10,000	10,000
40	Bookwell Publications	10,000	10,000
41	Synergy Books India	10,000	10,000
42	Elite Publishers Distributors	10,000	10,000
43	Govinda Book House	10,000	10,000
44	Kilaso Books	10,000	10,000
45	Aviva Books	10,000	10,000
46	Big Shows Entertainers P. Ltd	-	37,500
47	Intex Industries	2,500	2,500
48	Okaya Power Pvt. Ltd	5,000	-
49	Roshni Enterprises	2,400	-
50	Empire Furniture Co.	3,000	-
51	IANS India Pvt Ltd	18,000	-
52	RNK SUN SYSTEMP LTD	13,150	-
53	Ambica Caterers	10,000	-
54	Junati Innovations	15,000	-
55	Sulabh International Social Services Organization	25,000	-
	Total B	5,29,440	5,76,940
	Retention amount		
56	Chhavi Farms & Nursery	3,112	-
57	Deepa Eng. Co.	1,50,366	-
58	GAMS & Associates	15,000	-
59	Home style	1,39,533	-
60	Pandit Construction	10,184	-
61	Prayag Heritage Pvt Ltd	22,250	-
62	Symmetrix the Design Studio	2,378	-
63	Vikas Electrical Works	4,473	-
64	A.K. Enterprises	3,796	-
	Total C	3,51,092	-
65	Presagee Infracure Pvt Ltd (CECED)	10,000	-
	Total D	10,000	-
	Grand Total(A+B+C+D)	95,46,648	5,76,940



SCHEDULE-3.5 SPONSORED PROJECTS								
S.No.	Name of the Project			Addition During the Year	Total	Expenditure on the objective during the year	Closing Balance	
		Credit	Debit				Credit	Debit
1	2	3	4	5	6	7	8	9
	Part - I							
	PROJECTS OF CECED							
1	CIFF	88,45,015	-	-	88,45,015	74,23,835	14,21,180	
2	CARE INDIA (Start early Read in time)	3,80,365	-	-	3,80,365	-	3,80,365	
3	UNICEF ELDS	21,29,318	-	20,525	21,49,843	21,49,843	-	
4	Yale University 2016-17	10,77,808	-	13,35,989	24,13,797	24,31,180	-	17,383
5	AGA KHAN FOUNDATION (N BASTI)	1,05,947	-	-	1,05,947	-	1,05,947	
6	UNICEF WEST BANGAL (FCCE)	11,64,648	-	15,83,000	27,47,648	20,23,758	7,23,890	
7	KATHA (MCD SCHOOL)	87,653	-	-	87,653	-	87,653	
8	MOBILE CRECHES	8,97,564	-	-	8,97,564	8,16,201	81,363	
9	CENTRAL SQUARE FOUNDATION	96,832	-	17,50,000	18,46,832	2,63,244	15,83,588	
10	Alamb	10,516	-	-	10,516	-	10,516	
11	CARE INDIA (Odisha Project)	80,484	-	-	80,484	-	80,484	
12	Disha Project	12,73,266	-	15,41,120	28,14,386	28,14,386	-	
13	MRZC Project	16,26,338	-	15,64,176	31,90,514	31,90,514	-	
14	UNICEF Cans Training	-	1,49,259	-	-1,49,259	-	-	1,49,259
15	Plan International India	-	-	5,82,478	5,82,478	-	5,82,478	
16	Unicef SOGS	-	-	1,87,85,479	1,87,85,479	1,66,97,249	20,88,230	
17	World Bank SAT	-	-	22,42,680	22,42,680	5,03,574	17,39,106	
18	Tata Institute of Social	-	-	3,08,000	3,08,000	-	3,08,000	
19	Resource Fund	1,38,90,221	-	87,24,231	2,26,14,452	26,06,405	2,00,08,047	
20	CLOSE PROJECT	31,50,754	-	-	31,50,754	-	31,50,754	
21	UGC JRF	5,47,982	-	-	5,47,982	5,47,982	-	
22	English Work shop Entrance Fee	-	-	1,50,000	1,50,000	-	1,50,000	
	TOTAL OF CECED PROJECTS	3,53,64,711	149259	3,85,87,678	7,38,03,130	4,14,68,171	3,25,01,601	1,66,642
23	Interest	19,84,056	-	14,21,265	34,05,325	7,57,000	26,48,325	
24	Overhead Previous Year	28,57,955	-	20,53,902	49,11,857	28,57,955	20,53,902	
25	TDS	-	14000	-	-14,000	-	14,000	
26	Bank Charges	-	-	-	-	2,938	-	2,938
	TOTAL	4,02,06,722	1,63,259	4,20,62,849	8,21,06,312	4,50,86,064	3,71,89,828	1,69,580
		4,00,43,463					3,70,20,248	
	Part - II							
	Other Project							
27	Help Your NGO	3,30,000	-	-	3,30,000	1,65,000	1,65,000	
28	NATIONAL BOOK TRUST	58,325	-	-	58,325	-	58,325	
29	NUPI	7,28,068	-	-	7,28,068	6,77,731	50,337	
30	E - QUAL PROJECT	1,23,748	-	6,28,802	7,52,550	18,92,553	-	11,40,003
31	E - QUAL PROJECT (Overhead)	3,38,731	-	-	3,38,731	3,38,731	-	
32	ICSSR : DEBHI ORALITIES (CCK)	97,851	-	-	97,851	96,216	1,635	

		Credit	Debit				Credit	Debit
1	2	3	4	5	6	7	8	9
	Part - I							
33	ICSSR : DINAM HEMLATA DEVI	60,000		-	60,000	60,000		
34	ICSSR : MINAKETAN BEHRA 2ND	-		3,60,000	3,60,000	3,60,000		
35	BRITISH COUNCIL II	96,406			96,406	-	96,406	
36	ICSSR : SHAILJA MENON	2,43,872		-	2,43,872	2,37,500	6,372	
37	BRITISH COUNCIL SOD	29,896			29,896	-	29,896	
38	BUSINESS CONCLEVE : SBPPSE	7,509			7,509	-	7,509	
39	SAIL PROJECT	2,97,210		-	2,97,210	-	2,97,210	
40	VASANT J SETH MEMORIAL FOUNDATION	69,458		-	69,458	54,397	15,066	
41	ANTIQUITY SEMINAR	81,121		-	81,121	-	81,121	
42	ICSSR : PRAVEEN SINGH	4,03,049		-	4,03,049	-	4,03,049	
43	CARTOGRAPHIC HERITAGE (CCK)	30,000			30,000	30,000	-	
44	BRITISH COUNCIL (SBPPSE)	20,743		-	20,743	-	20,743	
45	IGIDR : SUMANGALA DAMODARAN	67,262		-	67,262	67,262	-	
46	JAMSETJI TATA TRUST	49,560		-	49,560	-	49,560	
47	KONICA M	43,200			43,200	43,200	-	
48	BHARTI GUPTA RAMOLA	10,50,000		-	10,50,000	3,60,000	6,90,000	
49	CSSRM	11,25,000		-	11,25,000	-	11,25,000	
51	FUND	16,09,660		2,69,948	18,79,608	6,36,716	12,42,892	
52	A W MELLON FOUNDATION	7,50,497		8,52,360	16,02,857	3,17,468	12,85,389	
53	GIAN PROJECT	-		16,32,000	16,32,000	16,32,000	-	
54	MAKING LIVEABLE LIVES	404			404	404	-	
55	URBAN HERITAGE CONFERENCE	4,728		-	4,728	4,728	-	
56	SERB	2,28,094		-	2,28,094	1,35,823	92,271	
57	The University of Texas at Austin	98,100		-	98,100	90,160	7,940	
58	INTACH (Farming in Dryland Central India)	1,25,000		1,25,000	2,50,000	2,01,369	48,631	
59	HAB , Leiden University	-		30,58,310	30,58,310	10,05,653	20,52,657	
60	ICSSR : N. Nakkeeran	-		3,52,500	3,52,500	2,29,143	1,23,357	
61	ICSSR : Urfat Anjem Mir	-		2,60,000	2,60,000	2,09,191	50,809	
62	ICSSR : Babu P Ramesh	-		3,20,000	3,20,000	2,16,955	1,03,045	
63	Maritime Conference	-		7,50,000	7,50,000	-	7,50,000	
64	National Human Rights	-		39,336	39,336	39,336	-	
65	Raja Rammohan Roy Lib. Foundation	-		75,000	75,000	-	75,000	
66				87,23,256	1,68,90,748	91,01,531	89,29,220	11,40,003
67	Bank Interest	3,47,586		3,21,789	6,69,375		6,69,375	
68	Bank Charges		58398			17,855		76,253
	TOTAL	85,15,078	58,398	90,45,045	1,75,60,123	91,19,386	95,98,595	12,16,256
		84,56,680					83,82,339	

Part III

69	Design Innovation Centre							
	Fund Received	17,20,829		53,00,000	70,20,829	33,30,522	36,90,307	
	Bank Interest			1,22,084	1,22,084	-	1,22,084	
	TOTAL	17,20,829		54,22,084	71,42,913	33,30,522	38,12,391	
70	Rohini Ghadiok Foundation							
	Fund Received	1,19,599		6,00,000	7,19,599	7,16,976	2,623	
	Bank Interest			4,699	4,699	-	4,699	
	TOTAL	1,19,599		6,04,699	7,24,298	7,16,976	7,322	
71	Ford Foundation							
	Fund Received	68,17,547		-	68,17,547	28,77,552	39,39,995	
	Bank Interest			2,23,120	2,23,120	-	2,23,120	
	TOTAL	68,17,547		2,23,120	70,40,667	28,77,552	41,63,115	
72	NSDL Project							
	Fund Received	10,93,039		-	10,93,039	11,01,512	-8,473	
	Bank Interest			15,505	15,505	-	15,505	
	TOTAL	10,93,039		15,505	11,08,544	11,01,512	7,032	
73	PWC							
	Fund Received	11,340		5,91,000	6,02,340	4,58,781	1,43,559	
	Bank Interest			5,726	5,726	-	5,726	
	TOTAL	11,340		5,96,726	6,08,066	4,58,781	1,49,285	



		Credit	Debit				Credit	Debit
1	2	3	4	5	6	7	8	9
	Part - I							
74	SIA Unit							
	Fund Received	-		12,50,000	12,50,000	6,86,515	5,63,485	
	Bank Interest			4,647	4,647	-	4,647	
	TOTAL	-		12,54,647	12,54,647	6,86,515	5,68,132	
75	JTY/TEDT							
	Fund Received	27,75,701		40,00,000	67,75,701	41,02,283	26,73,418	
	Bank Interest			33,890	33,890	-	33,890	
	TOTAL	27,75,701		40,33,890	68,09,591	41,02,283	27,07,308	
76	SRTT							
	Fund Received	5,46,506		-	5,46,506	4,71,247	75,259	
	Bank Interest			6,452	6,452	-	6,452	
	TOTAL	5,46,506		6,452	5,52,958	4,71,247	81,711	
77	SRTT (MA Dance Prog.)							
	Fund Received	-		72,00,000	72,00,000	73,16,735	-1,16,735	
	Bank Interest			2,15,988	2,15,988	-	2,15,988	
	TOTAL	-		74,15,988	74,15,988	73,16,735	99,251	
78	Campus Development							
	Fund Received	71,64,830		-	71,64,830	58,02,692	13,62,138	
	Bank Interest			1,05,553	1,05,553	-	1,05,553	
	TOTAL	71,64,830		1,05,553	72,70,383	58,02,692	14,67,691	
	Grand Total	6,89,71,191	2,21,657	7,07,86,558	13,95,36,092	8,10,70,265	5,98,51,663	13,85,836



SCHEDULE 3 .6 UNUTILISED GRANTS FROM UGC, GOVERNMENT OF INDIA AND STATE GOVERNMENTS		
	2017-18	2016-17
A. Plan Grants: Government of India		
Balance B/F	-	-
Add: Receipt during the year	-	-
Total (a)	-	-
Less Refunds	-	-
Less Utilized for Revenue Expenditure	-	-
Less Utilized for Capital Expenditure	-	-
Total (b)	-	-
Unutilised carried forward (a-b)	-	-
B. UGC Grants: Plan		
Balance B/F	18,15,513	-
Add: Receipt during the year	27,09,750	-
Add: Bank Interest Received	3,54,780	-
Total (c)	48,80,043	-
Less Refunds	-	-
Less Utilized for Revenue Expenditure	24,02,591	-
Less Utilized for Capital Expenditure	4,97,048	-
Total (d)	28,99,639	-
Unutilised carried forward (c-d)	19,80,404	-
GIA		
C. Plan Grants: State Government		
Balance B/F	40,46,01,567	13,90,27,010
Adjustment	1,73,74,456	-
Add: Receipt during the year	56,00,00,000	66,21,00,000
Amount of interest transferred from UDF 2016-17	1,46,18,873	-
Amount of interest transferred to Grant in Aid - earned on SB 2017-18	1,00,01,043	-
Add: Amount write back of creditors and Security	26,11,715	-
Total (e)	1,00,92,07,654	80,11,27,010
Less payment made on behalf of DHE on account of Property tax of Rohini Land from 2005-06 to 2009-10 treated as refund to DHE	31,58,965	-
Balance Fund	1,00,60,48,689	-
Less Utilized for Revenue Expenditure	46,18,27,863	34,72,00,520
Less Utilized for Capital Expenditure	18,27,10,519	4,93,24,923
Total (f)	64,45,38,382	39,65,25,443
Unutilised carried forward (e-f)	36,15,10,307	40,46,01,567



SCHEDULE 3 .6 UNUTILISED GRANTS FROM UGC, GOVERNMENT OF INDIA AND STATE GOVERNMENTS
Notes:

1. Rs.1,86,00,000 the amount interest earned from depositing surplus amount of grant-in-aid from 2008-09 to 2014-15 in SB and Fixed Deposit, transferred to Grant in Aid from UDF.

2. Similarly the amount of interest earned during 2016-17 and 2017-18 on investment of surplus amount of Grant-in-Aid in Fixed Deposit/Saving Bank treated as Grant received

	2017-18	2016-17
A. ECCC : Government of Delhi		
Balance B/F	-	-
Add: Receipt during the year	1,00,00,000	-
Add: Bank Interest Received	2,32,938	-
Total (a)	1,02,32,938	-
Less Refunds		
Less Utilized for Revenue Expenditure	24,68,223	-
Less Utilized for Capital Expenditure	-	-
Total (b)	24,68,223	-
Unutilised carried forward (a-b)	77,64,715	-

SUB SCHEDULE 3.7 OTHER PROJECT LIABILITY

	2017-18	2016-17
DIC Project	15,94,870	-
ECCC Project	3,74,883	-
Total	19,69,753	-



Ambedkar University Delhi

SUB SCHEDULE 3.8 NPS Liability		
Sr. No.	Name of Employees	Total
	PRAN NOT ALLOTTED	
1	Dr. Anil Persaud Assistant Professor	8,34,624
2	Mr. Wrick Mitra Assistant Professor	9,13,534
3	Debal Chandra Kar	1,70,454
4	Krishnan Menon	2,03,072
5	Mr. Moggallan Bharti	2,29,060
6	Dr. Smita Tewari Jessal	4,54,988
7	Dr. Tara Atluri	59,672
8	Dr. Sabitri Dutta	1,14,586
9	Dr. Anoop Kumar Koileri	1,84,586
10	Krishna Ram	95,882
11	Ms. Kopal	76,622
12	Dr. Vastsal Saxena	83,118
13	Dr. Vebhuti Duggal	71,244
14	Sunita Singh	44,360
15	Parag Waknis	39,352
16	Anuj Bhuwania	38,636
17	Amol Padwad	9,048
18	Moni Malika Day	22,180
	ADMINISTRATIVE STAFFS	
19	Harsh Kapoor	1,30,178
20	Deepak Kapoor	7,834
21	Brajesh Kumar Gupta	2,04,854
	Total A	39,87,884
	EX-EMPLOYEES	
22	Dr. Radhika Govinda	1,96,616
23	Ms. Ishita Bhardawaj	64,270
24	Dr. Leon Angelo Morenas	1,46,358
25	Dr. Milind Wakankr	3,77,056
26	Dr. Aruna Kumar Monditoka	1,76,919
27	Dr. Subrata Kumar Mandal	2,82,919
28	Dr. Abhijeet Suresh Rao Bardapur	1,44,011
29	Dr. Priya Bhagowalia	1,83,290
30	Dr. Ghazala Shahbuddin	3,99,574
31	Aparna Kapadia	82,893
	Total B	20,53,906
	Amount to be transferred to NSDL as PRAN received late	
32	Ms. Shubhra Nagalia Assistant Professor	50,240
33	Yogesh Snehi	61,837
34	Dr. Amit Singh	2,09,944
35	Dr. Lawrence Liang	1,26,352
36	Dr. Priyasha Kaul	2,07,436



37	Robin Singhal	47,516
38	Mr. SR Prabakaran	38,584
39	Dr. Ngrou Nixon	35,622
40	Dr. Monal Manik Dewale	19,790
41	Dr. Krishan Kalyan Dixit	42,212
42	Dr. Tanuja Kothiyal	1,51,742
43	Dr. Shivani Nag	2,38,290
44	Dr. Deepita Chakravarty	4,07,198
45	Dr. Mradul Veer Singh	78,122
46	Dr. Anushka Singh	80,092
47	Partha Saha	-6,120
48	Ashutosh Kumar	1,39,128
49	Anshu Singh	1,17,076
50	Upendra Nath Singh	1,07,030
51	Manjeet Singh Rana	1,09,380
	Total C	22,61,471
	GRAND TOTAL (A+B+C)	83,03,261
	Summary	
	EX Employees 10 No.	39,87,884
	PRAN NOT ALLOTTED 21 No.	20,53,906
	Other to be transferred 20 No.*	22,61,471
		8303261

* As PRAN Number received after March 2018



Ambedkar University Delhi
Schedules Forming Part of Balance Sheet as at 31st March, 2018

SCHEDULE 4-FIXED ASSETS

[Amount in Rs.]

	Rate of Depreciation	GROSS BLOCK				DEPRECIATION FOR THE YEAR				NET BLOCK	
		Opening Balance 01.04.2017	Additions	Deductions	TOTAL	Depreciation DP. Balance	Depreciation for the year	Deductions/ Adjustment	Total Depreciation upto 31.03.2018	Closing Balance 31.03.2018	Closing Balance 31.03.2017
Assets Head											
Computers	20%	2,92,77,249	-	-	2,92,77,249	1,99,60,446	24,02,493		2,23,62,899	68,14,350	93,16,803
Computer Peripherals	20%	1,03,983	2,14,280	54,860	2,63,403	30,149	57,069	21,944	65,274	1,98,129	73,834
Photocopier/Duplicator	7.50%	14,89,341	-	-	14,89,341	8,93,333	1,12,451		9,45,784	5,53,557	6,66,008
Office Equipment Other	7.50%	67,60,482	5,60,073	-	73,20,555	22,43,542	5,49,042		27,92,584	45,27,971	45,16,940
Electrical Installation	5%	63,04,400	71,070	-	63,75,470	19,35,448	3,18,773		22,54,222	41,21,248	43,68,951
Cabinet/Alexira/Filing Rack	7.50%	80,56,190	27,52,670	-	1,08,08,860	31,14,934	8,10,565		39,25,599	68,83,261	49,41,256
Air Conditioner	7.50%	1,40,59,878	-	-	1,40,59,878	81,98,313	20,54,491		92,53,804	48,06,074	58,60,565
Air Cooler	7.50%	50,377	-	-	50,377	14,278	3,778		18,056	32,321	36,099
Water Cooler	7.50%	11,38,864	78,300	-	12,17,264	4,97,202	91,295		5,88,497	6,28,767	6,41,762
Table/Chairs/Sofa/Carpet	7.50%	3,14,75,287	25,64,415	-	3,40,39,702	1,38,03,745	25,52,978		1,63,56,723	1,76,82,979	1,76,71,542
Wooden Partitions	7.50%	1,34,10,948	23,52,330	-	1,57,63,278	64,79,757	11,82,246		76,62,003	81,01,275	69,51,191
Voltage Stabilizer	7.50%	27,69,140	21,630	-	27,90,770	13,10,796	2,09,308		15,20,104	12,70,666	14,58,344
Other Furniture	7.50%	22,03,381	18,00,718	1,12,708	38,91,391	9,89,264	2,91,854	16,906	12,44,212	26,47,179	12,34,117
Audio Conference System	7.50%	35,45,104	1,48,763	-	36,93,867	5,01,210	2,77,040		7,78,250	29,15,617	30,43,894
Laboratory Equipment	8%	61,31,987	1,46,490	-	62,78,477	6,46,098	5,02,230		11,48,328	51,29,549	54,85,289
Other Asset											
Books	10%	8,65,66,075	1,50,89,171	-	10,17,55,246	2,63,98,928	1,01,73,524		3,65,74,453	6,51,80,793	6,02,67,146
Land		1,40,22,03,476	2,70,29,857	-	1,42,92,33,333	-	-		-	1,42,92,33,333	1,40,22,03,476
Building		-	1,39,12,824	-	1,39,12,824	-	2,78,256		2,78,256	1,36,34,568	-
TOTAL -A		1,61,56,55,662	6,67,42,581	1,67,568	1,68,22,30,685	8,69,38,445	2,08,69,453	38,850	10,77,69,048	1,57,44,61,637	1,52,87,17,217
KARAM PURA											
Computers		8,623	22,500	-	31,123	1,725	6,225		7,950	23,173	6,898
Office Equipment Other		73,610	11,520	-	87,130	5,671	6,535		12,206	74,924	59,939
Audio Conference System		1,24,598	2,11,872	-	3,36,468	9,345	25,235		34,580	3,01,688	1,15,251
Books		1,560	1,560	-	1,560	166	166		166	1,494	-
Water Cooler		-	29,800	-	29,800	-	2,235		2,235	27,565	-
Voltage Stabilizer		96,600	-	-	96,600	7,245	7,245		14,490	82,110	89,355
Furniture & Fixture		-	2,01,455	-	2,01,455	-	15,109		15,109	1,86,346	-
Electrical Installation		8,200	92,179	-	1,00,379	410	3,019		5,429	94,950	7,790
Other Asset		48,000	3,72,431	-	4,20,431	3,800	31,532		35,132	3,85,299	44,400
TOTAL -B		3,61,829	3,43,417	-	13,05,046	27,996	99,301	-	1,27,297	11,77,749	3,33,633
CAMPUS DEVELOPMENT											
Computer Peripherals		1,70,950	2,266	-	1,73,216	68,380	34,417		1,02,797	70,419	1,02,570
TOTAL -C		1,70,950	2,266	-	1,73,216	68,380	34,417	-	1,02,797	70,419	1,02,570

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Assets Head	GROSS BLOCK					DEPRECIATION FOR THE YEAR				NET BLOCK	
	Rate of Depreciation	Opening Balance 01.04.2017	Additions	Deductions	TOTAL	Depreciation OP. Balance	Depreciation for the year	Deductions/ Adjustment	Total Depreciation upto 31.03.2018	Closing Balance 31.03.2018	Closing Balance 31.03.2017
UGC											
Computers		1,32,04,881			1,32,04,881	77,79,292	26,40,972		99,14,264	32,00,597	59,31,569
Office Equipment: Other		23,85,773	2,72,048		26,57,821	2,59,320	3,06,272		5,65,592	20,92,229	21,26,453
Table/Chairs/Sofa/Carpet		4,66,106	2,25,000		6,91,106	1,04,874	2,03,232		3,08,106	3,83,000	1,25,825
Audio Conference System		3,26,250			3,26,250	24,469	24,469		48,938	2,77,312	3,01,781
Voltage Stabilizer		1,75,301			1,75,301	13,148	13,148		26,296	1,49,005	3,97,565
Laboratory Equipment		35,53,396			35,53,396	8,52,813	2,84,271		11,37,084	24,16,312	27,00,583
Books		25,07,192			25,07,192	7,52,156	1,88,039		9,40,195	15,66,997	17,35,036
E Journals		4,20,686			4,20,686	1,68,274	1,68,274		3,36,548	84,138	2,52,412
TOTAL -D		2,30,39,565	4,07,048	-	2,35,36,613	94,48,346	38,28,677	-	1,32,77,023	1,02,59,580	1,35,81,219
Total of Tangible Assets (A+B+C+D)		1,63,92,27,806	6,81,85,322	1,67,568	1,70,72,45,560	9,64,83,167	2,48,31,848	38,850	12,12,76,165	1,58,59,69,395	1,54,27,44,639
INTANGIBLE ASSETS GIA											
Computer Software	40%	37,14,127	15,86,934		53,01,061	36,69,561	6,85,295		43,34,856	9,66,205	44,546
E-Journal	40%	1,60,24,486	95,43,050		2,55,67,536	64,09,794	1,02,27,014		1,66,36,808	89,30,728	96,14,692
TOTAL -E		1,97,38,593	1,11,30,004	-	3,08,68,597	1,00,79,355	1,08,92,309	-	2,09,71,664	98,96,933	96,59,238
INTANGIBLE ASSETS UGC											
Computer Software	40%	97,22,327			97,22,327	39,22,125	25,33,468		84,55,593	12,66,734	18,00,202
TOTAL -F		97,22,327	-	-	97,22,327	59,22,125	25,33,468	-	84,55,593	12,66,734	38,00,202
Total of Intangible Assets (E+F)		2,94,60,920	1,11,30,004	-	4,05,90,924	1,60,01,480	1,34,25,777	-	2,94,27,257	1,11,63,667	1,34,59,440
CAPITAL WORK IN PROGRESS			10,38,94,508		10,38,94,508					10,38,94,508	
GRAND TOTAL		1,66,86,88,726	18,37,09,834	1,67,568	1,85,17,30,992	11,24,84,647	3,82,57,625	38,850	15,07,03,422	1,70,10,77,570	1,55,62,04,079



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SUB SCHEDULE OF SCHEDULE 4-FIXED ASSETS		
BUILDINGS		
S.NO.	Name	Amount
1	Karampura Campus	78,73,743
2	Lodhi Road Campus	53,20,660
3	VC Office Kashmere Gate Campus	7,18,421
		1,39,12,824
Work in Progress		
S.No.	Campus	
1	Dheer Pur Campus	9,13,15,598
2	Rohini campus	1,25,45,574
3	Madras Road Building Kashmere Gate	33,336
		10,38,94,508

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SCHEDULE 4 -PROJECTS (FOR INFORMATION ONLY)

Amount in Rs

Assets Head	GROSS BLOCK				DEPRECIATION FOR THE YEAR				NET BLOCK		
	Rate of Depreciation	Opening Balance 01.04.2017	Additions	Deductions	TOTAL	Depreciation OP. Balance	Depreciation for the year	Deductions/ Adjustment	Total Depreciation	Closing Balance 31.03.2018	Closing Balance 31.03.2017
CECED											
Computers		1,19,124			1,19,124					1,19,124	1,19,124
Equipment		42,450			42,450					42,450	42,450
Furniture		35,900			35,900					35,900	35,900
Total (A)		1,97,474			1,97,474					1,97,474	1,97,474
OTHER PROJECT											
Computer and Peripherals (Other Projects)		8,55,071			8,55,071					8,55,071	8,55,071
Office Equipment (other Projects)		18,49,724			18,49,724					18,49,724	18,49,724
Total (B)		27,04,795			27,04,795					27,04,795	27,04,795
Grand Total (A+B)		40,85,99,766			40,85,99,766					40,85,99,766	40,85,99,766

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SUB SCHEDULE OF SCHEDULE 4-FIXED ASSETS		
BUILDINGS		
S.NO.	Name	Amount
1	Karampura Campus	78,73,743
2	Lodhi Road Campus	53,20,660
3	VC Office Kashmere Gate Campus	7,18,421
		1,39,12,824
Work in Progress		
S.No.	Campus	
1	Dheer Pur Campus	94,69,598
2	Rohini campus	1,25,45,574
3	Madras Road Building Kashmere Gate	33,336
		2,20,48,508



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SCHEDULE 5 : INVESTMENTS FROM EARMARKED/ENDOWMENT FUNDS

(Amount in Rs.)

Particulars	2017-18	2016-17
	Canara Bank (CECED)	-
Learning Enhancement	-	1,46,08,799.00
Fees	-	2,99,91,201.00
Student Travel & Exchange Fund	4,69,00,000.00	4,69,00,000.00
Academic Chairs Fund	4,69,00,000.00	4,69,00,000.00
Research endowment Fund	4,69,00,000.00	4,69,00,000.00
Central Pool of UDF	4,68,34,195.00	4,68,34,195.00
TOTAL	18,75,34,195.00	24,21,34,194.00

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SCHEDULE 6 -INVESTMENTS- OTHERS

(Amount in Rs.)

Particulars	2017-18	2016-17
	FDR GIA	-
FDR NPS SNFS 977662	-	-
FDR NPS SNFS 976486	-	-
FDR NPS SNFS 1006078/8	-	-
Canara Bank (Capital)	-	2,23,73,000
Punjab & Sindh Bank		-
Union Bank of India		-
Canara Bank CD		-
Syndicate Bank (Salary)	-	2,06,05,548
TOTAL	-	4,29,78,548



SCHEDULE 7- CURRENT ASSETS

(Amount in Rs.)

Particulars	2017-18	2016-17
1. Stock:		
Stores and Spares	-	-
loose Tools	-	-
Publications	-	-
2. Sundry Debtors:		
Debts Outstanding for a period exceeding six months	-	-
3. Cash and Bank Balances		
Cash Balance	-	-
Imprest	2,52,274	63,473
a) With Scheduled Banks		
In Savings Accounts	-	-
GIA		
Canara Bank Dwarka - 2226	7,08,15,001	6,03,647
Canara Bank Kashmere Gate - 51660	5,12,43,475	1,05,29,353
Punjab & Sind Bank - 19656	29,48,882	7,51,408
Punjab & Sind Bank - 19924	7,11,424	57,524
Canara Bank - Salary A/c	7,93,01,430	3,17,56,341
Canara Bank - NPS Fund - 3872	1,98,05,244	1,60,18,135
SBI EMD A/c	98,78,207	
Punjab & Sind Bank - Capital A/c	79,73,682	17,23,85,712
Karpura		
Indian Bank	53,933	4,83,758
FEE		
Syndicate Bank - Fee A/c - 7012	16,23,360	2,99,843
Punjab & Sind Bank - 19500	31,18,922	9,92,002
Punjab & Sind Bank - SWF - 19545	1,05,46,652	80,98,010
Indian Bank - 25941 (Application Fee)	2,02,69,800	96,05,111
Indian Bank - 56598 (Caution Money)	1,73,17,834	1,20,59,400
Indian Bank - 56688 (Co - Curricular)	44,41,024	41,68,105
Indian Bank - 56871 (Course material)	47,89,589	38,40,000
Indian Bank - 56779 (Extra Mural)	45,56,033	37,23,306
IndusInd Bank - 5896	13,84,925	12,90,412
Learning Enhancement - 56269	3,66,24,264	1,62,66,033
Scholarship - 56463	52,36,033	39,83,993
Indian Bank - 9545 (Tution Fee)	3,93,87,304	1,52,59,171
CD		
Punjab & Sind Bank - 19379	80,673	58,04,409
PROJECT		
Canara Bank - 4066 CECED	2,76,93,674	2,37,06,811
Syndicate Bank - 7027 JTT	27,11,807	26,75,701
IDBI Bank Civil Line-0523	80,68,989	79,28,230
IDBI Bank 4329 SRTT	81,711	5,06,106
Syndicate Bank - 89560 UGC Grant	19,08,822	18,15,513
Punjab & Sind Bank - 19655 (Ford Foundation)	40,73,115	67,02,547
Punjab & Sind Bank 19669 - (NSDL Projects)	7,032	10,48,039
Punjab & Sind Bank - 19678 (PWC)	1,49,285	1,340
Punjab & Sind Bank - 19670 (Rohini Ghadiok Found	7,322	1,19,599
IndusInd Bank - 98961	46,06,744	32,07,546
IndusInd Bank - 99359	1,55,710	56,792
IndusInd Bank - 99377	2,16,060	52,918



Particulars	2017-18	2016-17
IndusInd Bank 99386	99,253	43,814
Punjab & Sind Bank - 19735 (DIC)	53,67,261	21,74,526
Indian Bank - 33790	80,59,598	-
Canara Bank - 54826	5,71,879	-
UNIVERSITY DEVELOPMENT FUND		
Student Travel & Exchange Fund	43,36,687	8,51,649
Academic Chairs Fund	31,90,010	8,51,649
Research endowment Fund	46,61,976	8,51,649
Central Pool of UDF	2,88,83,340	9,79,993
TOTAL	49,72,10,240	37,16,13,568



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SCHEDULE 8- LOANS, ADVANCES & DEPOSITS

(Amount in Rs.)

Particulars	Schedule No.	2017-18	2016-17
1. Advances to employees: (Non-interest bearing)			
GIA	8.1	19,27,968	6,54,104
KP	8.2	8,17,171	-
FEES	8.3	10,57,292	12,00,935
CECED	8.4	10,25,100	14,49,700
JTT	8.5	-	1,00,000
Other Project	8.6	2,15,000	5,28,800
SRTT	8.7	-	40,400
PWC	8.8	-	10,000
NSDL	8.9	-	45,000
Ford Foundation	8.1	90,000	1,15,000
Design Innovation Centre	8.11	40,000	49,002
UGC	8.12	71,582	-
ECCC (delhi Project)	8.13	80,000	-
Advance to Supplier			
From CECED	8.14	33,35,960	13,17,800
From CD	8.15	13,62,268	13,52,416
TPDDL	8.16	-	5,44,72,655
From GIA	8.17	37,60,810	13,21,904
Advance to Executive Engineer PWD- DELHI	8.18	31,79,30,656	4,34,80,697
to Suppliers From Fee	8.19	70,000	75,000
to Suppliers From Other Project	8.20	1,00,000	-
Amount Recoverable from Staff KG	8.21	1,11,192	3,40,098
Amount Recoverable from Vendor	8.22	37,410	1,11,873
Amount Recoverable from Vendor KP	8.23	3,72,400	-
Fees Receivable		7,000	-
Amount Recoverable from Projects		13,85,836	
2. Long Term Advances to employees: (Interest bearing)			
Vehicle loan		-	-
Home loan		-	-
Other (Specify)		-	-
3. Advances and other amounts recoverable in cash or in kind or for value to be received:			
4. Prepaid Expenses			
Insurance		-	-
Other expenses		-	-
5. OTHER			
Stock in Hand		22,10,286	-
Accrued Interest Capital		-	6,26,444



Particulars	Schedule No.	2017-18	2016-17
Accrued Interest FEES		-	21,73,895
Accrued Interest CEED		-	2,30,137
Accrued Interest UDF		28,87,371	-
Grants in Transit			16,00,00,000
TDS Recoverable		37,645	2,394
Telephone Connection Deposits		14,000	14,000
Telephone Connection Deposits KP		2,500	-
Securities Deposit For Hiring of Flat KP		1,56,000	-
Share Capital with AUD Centre for IIE		1,00,000	1,00,000
Ltc Advance		2,36,942	2,03,252
Securities Deposit Campus Development - Electricity		24,750	24,750
TOTAL		33,94,67,139	27,00,40,256



Ambedkar University Delhi

Sub - Schedule 8.1 Advances from GIA

ADVANCE TO STAFF		Amount in Rs.	
S.No.	Name	2017-18	2016-17
1	Amit Singh	-	85,000
2	Bidhan Chandra Dash	-	2,650
3	Debal C. Kar	-	2,74,764
4	Anita Ghai	-	10,000
5	Geeta Venkatraman	-	45,000
6	Gunjan Sharma	-	25,000
7	Honey Oberoi Vahali	-	15,090
8	Mansi Thapiyal	-	6,000
9	Rajan Krishnan	-	42,800
10	Sunita Singh	-	40,000
11	Suresh Babu	-	65,000
12	Swati Shresth	-	39,800
13	Dhariti Chakraverty (Karpura)	-	3,000
14	Abhidha Seth	25,000	-
15	Abhishek Agrawal	12,000	-
16	ASHISH ROY	2,40,000	-
17	Bidhan Chandra Dash	52,650	-
18	Bindu KC	50,000	-
19	DAYA CHAND	68,200	-
20	DEAN (ACADEMIC SERVICES)	22,750	-
21	Debal C. Kar	69,418	-
22	DEEPAN SIVARAMAN	44,950	-
23	DENYS P LEIGHTON	4,000	-
24	Dhiraj Kumar Nite	50,000	-
25	Dr. Santosh Kumar Singh	30,000	-
26	HONEY OBEROI VAHALI	1,62,000	-
27	Ishita Dey	50,000	-
28	Kanwal Anil	50,000	-
29	Kranti Kumar	20,000	-
30	K Valentina	50,000	-
31	Michal Lumnminthang	50,000	-
32	MOGGALLAN BHARTI	98,000	-
33	Monal Dawle	58,000	-
34	Monimalika Day	10,000	-
35	N T DIHUNG	25,000	-
36	Nupur Samuel	50,000	-
37	Praveen Singh	7,000	-
38	Priyanka Jha	50,000	-
39	Pulak Das	25,000	-
40	Rachna Chaudhary	50,000	-
41	Radha Chakravarthy	7,000	-
42	RAJAN KRISHNAN	50,000	-
43	Rinju Rasaily	50,000	-
44	Rohit Negi	32,000	-
45	Sanjay Sharma	15,000	-



46	Shefalee Jain	50,000	-
47	Shelly Pandey	50,000	-
48	Sumana Datta	1,20,000	-
49	Surajit Sarkar	80,000	-
50	Venugopal Moddipati	25,000	-
51	Yogesh Snehi	25,000	-
	Total	19,27,968	6,54,104



Sub - Schedule 8.2 Advances from GIA KARAM PURA			
	Advance to Staff	2017-18	2016-17
1	Abeer Gupta	27,804	-
2	Abhishek Kukreja	14,500	-
3	Amit Singh	1,10,000	-
4	Ankush Rathore	2,17,857	-
5	Anoop Kollerli	90,000	-
6	Ipshita Hajra Sasmal	50,000	-
7	Ngoru Nixon	40,000	-
8	Nikhil Singh Charak	8,400	-
9	Prof. Shiv Kumar	62,000	-
10	Rachna Mehra	40,000	-
11	Sumanna Dutta	110	-
12	Yusuf Raza Naqvi	1,56,500	-
	Total	8,17,171	-



Ambedkar University Delhi			
Sub - Schedule 8.3 Advances From Fee			
	From Staff		
Sl. No.	Name	2017-18	2016-17
1	Hemlata Devi	-	1,17,000
2	Rajan Krishnan	-	2,10,635
3	Prabhat Chandra Rai	-	58,000
4	Dhiraj Kumar Nite	-	26,000
5	Yogesh Snehi	-	1,30,000
6	Suresh Babu	61,000	68,600
7	Swati Shresth	2,19,600	1,27,000
8	Santosh Kumar Singh	-	55,000
9	Anandini Dar	-	30,000
10	Ivy Dhar	32,000	24,000
11	Preeti Sampat	-	65,000
12	Imran Amin	-	1,58,100
13	Kalindi Maheshweri	-	20,000
14	Kritika Mathur	-	25,000
15	Shakeb Wajeed	-	2,800
16	Intekhab Uddin	-	2,800
17	Priyanka Gupta	-	2,800
18	Akash Thakur	-	2,800
19	Umair Shah Khan	-	2,800
20	Himangi Gupta	-	2,800
21	Lakshita Pandey	-	2,800
22	Apoorva Jain	-	2,800
23	Bhabesh Sansanwal	-	2,800
24	Anish P. Abraham	-	2,800
25	Richa Sinha	-	2,800
26	Itticha Sarah	-	2,800
27	Lavanya A	-	2,800
28	P Govind Sivan	-	2,800
29	Sheenu Raihan	-	2,800
30	Deepan Kumar	-	2,800
31	Usma Chakma	-	2,800
32	Divya Chopra	-	29,000
33	Kartik Dave	-	10,000
34	Anil Persaud	50,000	-
35	ANSHU GUPTA	20,000	-
36	BENIL BISWAS	75,000	-
37	DEEPAN SIVARAMAN	3,96,792	-
38	K Valentina	25,000	-
39	Rachna Mehra	10,000	-
40	R.V. Ramani	60,000	-
42	Suchitra Balasubrahmanyam	20,000	-
43	Sunita Singh (SES)	23,000	-
44	Venugopal Maddipatti	64,900	-
	Total	10,57,292	12,00,935



Ambedkar University Delhi			
Sub schedule 8.4 Advance to Staff From CECEA A/C			
S.NO.	Name	2017-18	2016-17
1	Abhishweta Jha	-	79,300
2	Aghna Sujat	-	17,300
3	Akshita Bhardwaj	-	35,000
4	Aneesh Kurian	1,75,200	35,000
5	Aparajita Bhargav	-	66,900
6	Gumpul Rana	-	44,000
7	Kriti Sharma	-	90,000
8	Meenakshi Dogra	30,000	1,40,000
9	Mohammad Saqib	64,200	1,72,500
10	Monu Lal Sharma	-	17,000
11	Prachi Gupta	72,700	1,75,200
12	Preeti Rani	-	20,000
13	Richa Gupta	-	1,79,200
14	Rinku Bora	-	47,000
15	Shipra Sharma	-	35,000
16	Sunita Singh	-	1,91,300
17	Sivani Nag	-	65,200
18	Sudarshan Behra	-	39,800
19	Jyoti Rana	2,37,000	-
20	Shreya Bhardwaj	2,48,800	-
21	Rashim Pal	47,200	-
22	Vrinda Datta	1,50,000	-
	Total	10,25,100	1449700



Ambedkar University Delhi			
Sub Shchedule 8.5 Advance to Staff From Jamshed Ji Tata Trust			
		2017-18	2016-17
S.NO.	Name		
1	Anup Kumar Dhar	-	50,000
2	Ishita Dey	-	50,000
	Total	-	100000

Ambedkar University Delhi			
Sub Schedule 8.6 Advance to Staff From other than CECEP Project			
		2017-18	2016-17
S.NO.	Name		
1	Sumangla Damodaran	25,000	50,000
2	Denys P. Leighton	-	93,600
3	Nupur Samuel	-	93,600
4	Sanjay Sharma	-	24,000
5	Surajit Sarkar	1,65,000	24,000
6	Suresh Babu	-	1,50,000
7	Tanuj Nagpal	-	93,600
8	Balchand Prajapati	25,000	-
	Total	2,15,000	528800

Ambedkar University Delhi			
Sub Schedule 8.7 Advance to Staff From Sir Ratan Tata Trust			
		2017-18	2016-17
S.NO.	Name		
1	Sunita Singh	-	40,400
	Total	-	40,400

Ambedkar University Delhi			
Sub Schedule 8.8 Advance to Staff From PWC			
		2017-18	2016-17
S.NO.	Name		
1	Anup Kumar Dhar	-	10,000
	Total	-	10,000

Ambedkar University Delhi			
Sub Shchedule 8.9 Advance to Staff From NSDL Project			
		2017-18	2016-17
S.NO.	Name		
1	Imran Amin	-	45,000
	Total	-	45,000



Ambedkar University Delhi			
Sub Schedule 8.10 Advance to Staff From Ford Foundation			
		2017-18	2016-17
S.NO.	Name		
1	Arunima Mishra	90,000	70,000
2	Ishita Dey	-	45,000
	Total	90,000	1,15,000

Ambedkar University Delhi			
Sub schedule 8.11 Advance to Staff From Design Innovation Centre			
		2017-18	2016-17
S.NO.	Name	Amount Rs.	
1	Jatin Bhatt	40,000	49,002
	Total	40,000	49,002

Ambedkar University Delhi			
Sub schedule 8.12 Advance to Staff From UGC UKERI Project			
		2017-18	2016-17
S.NO.	Name		
1	IIC	71,332	-
2	Krishna Menon	250	-
	Total	71,582	-

Ambedkar University Delhi			
Sub schedule 8.13 Advance to Staff From ECCC (Delhi Project)			
		2017-18	2016-17
S.NO.	Name		
1	Sunita Singh	80,000	-
	Total	80,000	-



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Sub shcedule 8.14 Advance to Suppliers From CECED A/C

S.NO.	Name	2017-18	2016-17
1	North Eastern Hill University Shilong		7,84,800
2	Tara Mobile Creches		5,33,000
3	Aide ET Action Bhopal	4,33,400	
4	Aide ET Action Chhenni	5,50,000	
5	The Maharaja Sayaji Rao University Baroda	12,89,520	
6	University of jammu	7,02,240	
7	Vikramshila Education Res. Soct. Bangal	3,60,800	
	Total	33,35,960	13,17,800

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Sub Sch 8.15 Advance to Supplier Campus Development

		2017-18	2016-17
1	NIH Consultancy Project	1362268	1352268
	Total	1362268	1352268

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Sub Sch. 8.16 Advance to TPDDL

S.No	Name	2017-18	2016-17
1	TPDDL	0	54472655
	Total	0	54472655

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Sub - Schedule 8.17 Advances to Suppliers - GIA

S.no.	Name	2017-18	2016-17
1	Centre for Traning & Social Research	-	70,000
2	India International Centre (IIC)	-	70,000
3	India Islamic Cultural Centre	-	4,000
4	Intelligent Communication Systems India Ltd.	-	1,89,735
5	(N) Cude Solutions Division of GNFC Limited	-	1,574
6	Old World Hospiotality	-	5,14,000
7	The Kohima Institute	-	10,000
8	Nicsi	-	4,62,595
9	All India Reporter Pvt. Ltd.	64,800	-
10	Association of Indian Universities	50,000	-
11	Indian Institute of Management Ahmedabad	3,23,792	-
12	Society for Environmental Communications	1,250	-
13	AUD (ACIIE)	10,00,000	-
14	Centre for Training & Social Research	70,000	-
15	Constitution Club of India	21,593	-
16	Global Compact Network	7,700	-



17	India International Centre	6,33,339	-
18	India Islamic Cultural Centre	29,000	-
19	Indian Institute of Management Calcutta	1,00,300	-
20	Intelligent Communication Systems India Ltd.	3,14,421	-
21	NATIONAL BOOK TRUST, INDIA	67,722	-
22	NICSI	7,74,393	-
23	Taj Kerela Hotels And Resorts	3,00,000	-
24	SMS water grace BMW Pvt ltd	2,500	-
	Total	37,60,810	13,21,904



Ambedkar University Delhi

SUB - SCHEDULE 8.18 OTHERS (PWD-DELHI) ADVANCE ACCOUNT

Name of the Division	Opening Balance as on 01.04.2017	Refund received against advance	Adjustment during the year	Advance Paid during the year	Closing Balance as on 31.03.2018
Advacne to PWD	1,00,24,590	-	58,93,216	-	41,31,374
Executive Engineer (Civil) PWD Div. no. 323.	54,14,450	-	46,41,000		7,73,450
Executive Engineer (Electrical) Div. no. 353.	1,23,55,286	-	-		1,23,55,286
Executive Engineer, BPD B 122, PWD Delhi	1,31,11,596	45,49,397	85,63,942	2,45,42,735	2,45,40,992
Executive Engineer, Elect.-B-141-PWD	19,36,000	-	-		19,36,000
Executive Engineer, Elect.-E-451-PWD				17,55,690	17,55,690
Executive Engineer, Elect.-F-111-PWD				27,00,00,000	27,00,00,000
PWD Division -241	6,38,775	-	-	17,99,089	24,37,864
TOTAL	4,34,80,697	45,49,397	1,90,98,158	29,80,97,514	31,79,30,656

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Ambedkar University Delhi			
Sub - Schedule 8.19 Advances to Suppliers Fee			
		2017-18	2016-17
1	India International Centre	70000	75000
	Total	70000	75000

Ambedkar University Delhi			
Sub Schedule 8.20 Advance to Supplier From other than CECEP Project			
S.no.	Name	2017-18	2016-17
1	Balmer and Lawrie & Co. Ltd.	1,00,000	-
	Total	1,00,000	-

Ambedkar University Delhi			
Sub - Schedule 8.21 Amount Recoverable from Staff			
S.No.	Name	2017-18	2016-17
1	Satyketu sankrit	68,402	2,39,202
2	Dhirendera Dutt Dangwal	-	97,806
3	Vikramaditya Sahai (TDS Recov.)	3,090	3,090
4	M A Sikandar	37,995	-
5	Saurbah	1,705	-
	Total	1,11,192	3,40,098

Ambedkar University Delhi			
Sub - Schedule 8.22 Amount Recoverable from vendor			
S.No.	Name	2017-18	2016-17
1	Harish Hospitality	9,285	13,701
2	Kamal Kumar	28,125	98,172
	Total	37,410	1,11,873

Ambedkar University Delhi			
Sub - Schedule 8.23 Advances to Suppliers Karam Pura			
S.No.	Name	2017-18	2016-17
1	O M L Entertainment Private Limited	1,77,000	-
2	Tourism & Hospitality Skill Council	30,400	-
3	W & Service Pvt. Ltd.	1,65,000	-
	Total	3,72,400	-



Ambedkar University Delhi

SCHEDULE 9- ACADEMIC RECEIPTS

(Amount in Rs.)

Particulars		2017-18		2016-17
FEES FROM STUDENTS				
Academic				
1. Tuition Fee	8,74,40,553	-	5,31,45,765	0
Less Fee Refund	67,60,500	-	48,57,125	
Gross Tuition Fee	8,06,80,053			
Less Fees Waiver	2,84,71,817			
	5,22,08,236			
Less Transfer to Scholar Ship	52,20,824		45,62,838	
Less Transfer to Learning Enhancement	1,17,46,853		1,08,39,035	
Less Transfer to SWF	22,53,600	3,29,86,959	18,13,500	31073267
2. Admission Fee		-		0
3. Enrolment Fee		-		0
4. Library Admission Fee		-		0
5. Laboratory Fee		-		0
6. Art & Craft Fee		-		0
7. Convocation Fees				500
8. Recruitment Fees				1290412
Total (A)		3,29,86,959		3,23,64,179
Examinations				
1. Admission test fee		-		0
2. Annual Examination fee		-		0
3. Mark sheet, certificate fee		-		0
4. Entrance examination fee				62000
Total (B)		-		62000
Other Fees				
1. Identity card fee		-		0
2. Fine/ Miscellaneous fee/Penalty Fee		-		0
3. Medical fee		-		0
4. Transportation fee		-		0
5. Hostel fee		-		0
6. Processing fee from institutions		-		0
7. Interest on FDR		-		
8. Interest on saving Bank		-		
Total(C)		-		0
Sale of Publications				
1. Sale of Admission forms		-		0
2. Sale of syllabus and Question Paper, etc.		-		0
3. Sale of prospectus including admission forms		-		0
Total (D)		3,29,86,959		3,24,26,179



Ambedkar University Delhi

SCHEDULE 10- GRANTS & SUBSIDIES (IRREVOCABLE GRANTS RECEIVED) - Unutilized GIA Grants

(Amount in Rs.)

Particulars					
	GIA Salary	Other	GIA Capital Asstes	2017-18	2016-17
Balance B/F	5,32,66,430	4,74,90,226	30,38,44,911	40,46,01,567	13,90,27,010
Add: Adjustment of Unspent Grant	1,35,97,340	-22,48,880	60,25,996	1,73,74,456	
Unspent Grant As per DHE sanction order.	6,68,63,770	4,52,41,346	30,98,70,907	42,19,76,023	
Add: Receipts during the year including interest of Rs.1. 86 crore transferred from UDF	32,00,00,000	10,00,00,000	14,00,00,000	56,00,00,000	66,21,00,000
Add: Amount of Interest earned on depositing GIA fund 2016-17		1,46,18,873		1,46,18,873	
Add: Amount of Interest earned on depositing GIA fund 2017-18		1,00,01,043		1,00,01,043	
Add: Amount write back of creditors and Security		26,11,715		26,11,715	
Total	38,68,63,770	17,24,72,977	44,98,70,907	1,00,92,07,654	80,11,27,010
Less Property Tax paid for the period prior to handing over to AUD in respect of Rohini Land amt accepted by DHE.		31,58,965		31,58,965	
Balance	38,68,63,770	16,93,14,012	44,98,70,907	1,00,60,48,689	
Less: Utilised for Capital expenditure (A)		-	18,27,10,519	18,27,10,519	4,93,24,923
Balance	38,68,63,770	16,93,14,012	26,71,60,388	82,33,38,170	75,18,02,087
Less: utilized for Revenue Expenditure (B)	29,95,93,427	16,22,34,436	-	46,18,27,863	34,72,00,520
Balance C/F (C)	8,72,70,343	70,79,576	26,71,60,388	36,15,10,307	40,46,01,567

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Expenditure on salary as per IE	314957304
Less provision made in the year towards Gratuity & Leave Encashment	15560981
Add actual payment made	197104
Revenue Expenditure met	299593427



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Ambedkar University Delhi

SCHEDULE 11- INCOME FROM INVESTMENTS

Particulars	(Amount in Rs.)			
	GIA		FEES	
	2017-18	2016-17	2017-18	2016-17
1. Interest				
a. On Government Securities			-	-
b. Other Bonds/Debentures			-	-
2. Interest on Term Deposits				
a) FD Interest	1,66,451	1,10,75,342	10,09,136	66,73,338
Less Amount transfer to Grant in Aid	-1,66,451			
Total	-	1,10,75,342	10,09,136	66,73,338

Ambedkar University Delhi

SCHEDULE 12: INTEREST EARNED

Particulars	(Amount in Rs.)			
	GIA		FEES	
	2017-18	2016-17	2017-18	2016-17
1. On Savings Accounts with scheduled banks	98,34,592	35,43,530	18,82,993	10,66,927
2. On Loans				
a. Employees/Staff			-	-
b. Others Interest			-	-
3. On Debtors and Other Receivables			-	-
Less Amount transfer to Grant in Aid	<u>-98,34,592</u>			
TOTAL	-	35,43,530	18,82,993	10,66,927



Ambedkar University Delhi

SCHEDULE 13- OTHER INCOME		
	268	(Amount in Rs.)
A. Income from Land & Buildings	2017-18	2016-17
Hostel Room Rent	-	-
License fee	61,822	83,898
Hire Charges of Auditorium/Play ground/Convention Centre, etc	-	-
Electricity charges recovered	18,766	-
Water charges recovered	1,51,044	-
TOTAL (A)	2,31,632	83,898
B. Sale of Institute's publications		
C. Income from holding events		
1. Gross Receipts from annual function/ sports carnival	-	-
Less: Direct expenditure incurred on the annual function/ sports carnival	-	-
Gross Receipts from fetes	-	-
Less: Direct expenditure incurred on the fetes	-	-
Gross Receipts for educational tours	-	-
Less: Direct expenditure incurred on the tours	-	-
Others (to be specified and separately disclosed)	-	-
TOTAL (B)	-	-
D. Others		
1. ID Card Fees	4,300	3,150
2. RTI fees	626	584
3. Library Fine Fees	1,55,705	2,10,985
4. Sale of Scrap	1,39,031	30,000
5. Misc. receipts (Sale of tender form, waste paper, etc.)	1,16,802	1,18,000
6. Profit on Sale/disposal of Assets	16,906	-
a) Owned assets	-	-
Assets received free of cost	-	-
Overhead income	-	19,01,625
Library Journal refund	-	3,289
Others (specify)	2,17,290	31,377
TOTAL (C)	6,50,660	22,99,010
GRAND TOTAL (A+B+C)	8,82,292	23,82,908

Ambedkar University Delhi

SCHEDULE 14- PRIOR PERIOD INCOME		
		(Amount in Rs.)
Particulars	2017-18	2016-17
1. Academic Receipts	-	-
2. Income from Investments	-	-
3. Interest earned	-	-
4. Other Income	-	45,69,634
TOTAL	-	45,69,634



Ambedkar University Delhi

SCHEDULE - 15 STAFF PAYMENTS & BENEFITS (ESTABLISHMENT EXPENSES)

PARTICULAR	Current Year		TOTAL	Previous Year		Amount in Rs.
	Teaching	Non Teaching		Teaching	Non Teaching	TOTAL
	a) Salaries and Wages	6,26,48,741		4,38,07,187	10,64,55,928	3,91,83,631
b) Salaries visiting Professors	5,34,52,713		5,34,52,713	4,07,59,969	-	2,95,44,731
c) Allowances and Bonus	10,46,99,052	1,37,97,172	11,84,96,224	9,86,56,729	1,13,11,825	-
d) Contribution to other funds (specify)			-	-	1,10,173	1,57,443
f) Retirement and Terminal Benefits			-	2,78,037	12,06,376	2,97,41,600
Leave Salary and Pension Contribution	16,51,854	53,456	17,05,310			
i. Gratuity	1,38,45,927		1,38,45,927	93,33,882	-	-
ii) Leave Encashment	17,15,094		17,15,094	41,86,782	-	-
iii) NPS Contribution (University Contribution)	1,22,65,604	17,73,147	1,40,38,751	1,05,85,928	-	-
g) LTC facility	18,11,655	7,09,112	25,20,767	13,11,272	3,74,697	20,16,542
h) Medical facility		23,56,978	23,56,978	-	10,41,237	15,45,755
i) Children Education Allowance		3,69,612	3,69,612	4,63,950	2,54,430	5,78,280
j) Honorarium			-	1,94,807	-	4,29,313
k) Others			-			-
TOTAL	25,20,90,640	6,28,66,664	31,49,57,304	20,49,54,987	4,83,31,533	25,32,86,520

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Ambedkar University				
SCHEDULE 15-A EMPLOYEES RETIREMENT AND TERMINAL BENEFITS				Amount in Rupees
	Pension	Gratuity	Leave Encashment	Total
Opening Balance as on 01.04.2017	0	24325705	18196047	42521752
Addition : Capitalised value of contributions received from other organisations	0	0	0	0
Total (a)	0	24325705	18196047	42521752
Less Actual payment made during the year (b)	0	0	1,97,104	1,97,104
Balance available on 31.03.2018 c(a-b)		24325705	1,79,98,943	4,23,24,548
Prpvision required to made for 2017-18 as per Actuarial Valuatiiion done by LIC of India (d)		38171632	19714037	57885669
A. Provision to be made in the Current Year (2017-18) (d-c)		1,38,45,927	17,15,094	1,55,60,981
B. Contribution to New Pension Scheme				1,40,38,751
C. Medical Reimbursement to Retired Employees				
D. Travel to Home Town on Retirement				
E. Deposit Linked Insurance Payment				
Total (A+B+C+D+E+)				2,95,99,732

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Ambedkar University Delhi		
SCHEDULE 16- ACADEMIC EXPENSES		
(Amount in Rs.)		
Particulars	2017-18	2016-17
Consultative Meeting Expenses	29,65,193	27,82,777
Field Based Learning/Project Work	3,84,117	3,20,925
Guest Faculty & Visiting Faculty	86,74,193	85,57,540
Journals / Periodicals / Subscription/Softwares	8,27,028	12,20,495
Professional Development of Faculty & Staff	3,48,879	2,50,939
Research Project	24,99,778	29,46,355
Seminar/conference/workshop/functions	80,72,723	79,46,871
Examination Exp	5,27,473	-
Stipend/ Prizes/Awards to Student (AUD)	84,70,613	76,37,772
TOTAL	3,27,69,997	3,16,63,674



AMBEDKAR UNIVERSITY DELHI		
SCHEDULE 17- ADMINISTRATIVE AND GENERAL EXPENSES		
		(Amount in Rs.)
PARTICULARS	2017-18	2016-17
A Infrastructure		
Electricity and power	88,19,136	66,02,242
Water charges	16,87,666	12,05,154
Insurance		
Rent, Rates and Taxes	49,46,466	
B Communication		
Postage and Stationery	38,907	3,843
Telephone & Internet Charges	56,26,434	12,10,050
C Others		
Printing and Stationery	27,36,313	21,61,454
Hospitality Expenses	5,03,294	2,48,298
Auditors Remuneration	3,54,000	
Professional Charges	21,75,493	9,84,161
Advertisement and Publicity	26,10,724	5,22,432
TA/DA (Domestic)	31,81,192	13,32,320
New Initiatives	24,21,396	18,50,940
ERP & Software Expenses	10,14,838	17,01,711
Misc. Office Expenses	3,08,378	-
Membership & Subscriptions	95,248	9,21,430
Legal Expenses	1,83,000	86,000
Convocation Expenses	21,00,950	19,54,936
Earn While you Learn Scheme	1,86,775	7,000
Foreign Exchange fluctuation	64,128	1,14,681
GYM/Games/Sports/Items	3,11,819	1,03,057
Meeting of Statutory Bodies	12,55,839	9,15,611
Newspaper Reimbursement	1,91,289	1,13,683
Office Contingency	20,68,839	31,05,300
Security Expenses	2,72,85,370	1,47,44,369
Selection Committee Meeting	20,10,518	17,84,912
Staff Welfare	4,35,150	3,55,448
Wages to Contract employee	68,43,566	15,28,703
Loss on write of Assets (Books)	-	94,880
TOTAL	7,94,56,728	4,36,52,615



SCHEDULE 18-TRANSPORTATION EXPENSES

(Amount in Rs.)

Particulars	2017-18	2016-17
1 Vehicles (owned by institution)	0	0
a) Running expenses	0	0
b) Repairs & maintenance	0	0
c) Insurance expenses	0	0
d) Car parking expenses	0	0
2 Foreign Tour Expenses	26,24,831	28,81,828
3 Vehicle (Taxi) hiring expenses	77,26,868	40,94,603
TOTAL	1,03,51,699	69,76,431

SCHEDULE 19- REPAIRS & MAINTENANCE

(Amount in Rs.)

Particulars	2017-18	2016-17
a) Buildings	1,13,01,193	14,27,374
b) Furniture & Fixtures	19,798	-
c) Plant & Machinery		-
d) Office Equipment	34,05,660	-
e) Computers	16,98,782	31,78,772
f) Laboratory & Scientific equipment		-
g) Audio Visual equipment		-
h) Cleaning Material & Services	1,21,44,004	65,42,795
i) Book binding charges		-
j) Gardening	27,42,011	4,05,568
k) Estate Maintenance		-
l) Others (Specify)		-
Total	3,13,11,448	1,15,54,509

Ambedkar University Delhi

SCHEDULE 20- FINANCE COSTS

(Amount in Rs.)

Particulars	2017-18	2016-17
a) Bank charges GIA	33,595	66,771
b) Bank charges Fee	54,293	-
TOTAL	87,888	66,771



SCHEDULE 21-OTHER EXPENSES		
		(Amount in Rs.)
Particulars	2017-18	2016-17
Provision for Bad and Doubtful/Advances		
Irrecoverable Balance written off		
Grant /Subsidies to other Institutions/organizations		
Other (specify)		
Total		

Ambedkar University Delhi

SCHEDULE 22: PRIOR PERIOD EXPENSES

(Amount in Rs.)

Particulars		
	2017-18	2016-17
1 Establishment expenses	0	0
2 Academic expenses	0	0
3 Administrative expenses	0	0
4 Transportation expenses	0	0
5 Repairs & Maintenance	79,05,216	0
6 Other expenses	3,51,460	0
Total	82,56,676	0



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Ambedkar University Delhi
NPS TIER - I ACCOUNT
BALANCE SHEET AS AT MARCH 31, 2018

AMOUNT	LIABILITIES		AMOUNT	AMOUNT	ASSETS	AMOUNT
	NPS Tier - I Account				NPS Tier - I Account	
	Opening Balance as on 01.04.17				Subscription and Contribution due for 3/15	
	Faculty Staffs	4174749				
	Add: NPS Contributions	24481514				
	Add: Adjusted Interest	390801				
	Less: Transferred to NSDL	21559283	7487781			
	Administrative Staffs	379082				
	Add: NPS Contributions	3331606				
	Less: Transferred to NSDL	2895208	815480			
					INVESTMENTS	
					Canara Bank - A/c No. 3872	19805244
	Interest Opening	4351292				
	Add: Interest received during year	614239			Interest Accrued but not due	
	Less: Transferred to NSDL/Payment	168996			Balance at Bank	
	Less: Adjusted from Interest	390801				0
	Less: Bank Charges	936	4404798			
	Corpus Fund					
	Opening Balance	0	7097185			
	Total		19805244		Total	19805244



Ambedkar University Delhi

NPS TIER - I ACCOUNT					
INCOME AND EXPENDITURE ACCOUNT FOR THE FINANCIAL YEAR 2017-2018.					
AMOUNT	EXPENDITURE	AMOUNT	AMOUNT	INCOME	AMOUNT
	Interest Credited to Subscribers'Accounts	0		Interest Earned on Investment	0
	Bank Charges	0		Interest from Saving Account.	0
	Excess of Income over Expenditure	0		Less: Interest Accrued 31.03.17	0
				Interest Accrued but not due	0
	Total	0		Total	0



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Ambedkar University Delhi

RECEIPTS AND PAYMENT ACCOUNT FOR THE FY 2017-18

Receipts	AMOUNT	Payments	AMOUNT
Opening Balance as on 01.04.2017	1,60,18,135		
Employee's Subscription Faculty Staffs	1,22,40,757	Investment Withdrawals/Refund to NSDL	2,44,54,491
Administrative Staffs	16,65,803		
University Contribution Faculty Staffs	1,22,40,757	Interest Paid to Employees	1,68,996
Administrative Staffs	16,65,803	Bank Charges	936
		NPS amount adjusted	15,826
<u>Interest received on Investment</u> Interest on saving Bank Account	6,14,239		
Investment Encashed	0	Closing Balance (Bank A/c)	1,98,05,244
Total	4,44,45,494	Total	4,44,45,494



SCHEDULE:23

SIGNIFICANT ACCOUNTING POLICIES FOR THE FY 2017-18

BASIS FOR PREPARATION OF ACCOUNTS																																																										
1.	The accounts are prepared under the Historical Cost Convention unless otherwise stated and generally on the Accrual method of accounting.																																																									
2. REVENUE RECOGNITION																																																										
2.1	Fees from Students, interest on saving bank accounts are accounted on cash basis.																																																									
2.2	Income from Interest on Fixed Deposit Receipts is accounted on accrual basis.																																																									
3. FIXED ASSETS AND DEPRICIATION																																																										
3.1	Fixed assets are stated at cost of acquisition including inward freight, duties and taxes and incidental and direct expenses related to acquisition, installation and commissioning.																																																									
3.2	Assets purchased out of UGC funds during the current financial year viz.2017-18 are taken as AUD assets and depreciation amounting to Rs.63,62,145/ is charged to GIA –General head.																																																									
3.3	Fixed assets are valued at cost less accumulated depreciation. Depreciation on fixed assets is provided on Straight line method, at the following rates as prescribed CAG in the revised format for preparation of accounts by Central & State Universities:																																																									
Tangible Assets:																																																										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 5%;">1.</td><td style="width: 65%;">Land</td><td style="width: 30%;">0%</td></tr> <tr><td>2.</td><td>Site Development</td><td>0%</td></tr> <tr><td>3.</td><td>Buildings</td><td>2%</td></tr> <tr><td>4.</td><td>Roads & Bridges</td><td>2%</td></tr> <tr><td>5.</td><td>Tube wells & Water supply</td><td>2%</td></tr> <tr><td>6.</td><td>Sewerage & Drainage</td><td>2%</td></tr> <tr><td>7.</td><td>Electrical Installation and equipment</td><td>5%</td></tr> <tr><td>8.</td><td>Plant & Machinery</td><td>5%</td></tr> <tr><td>9.</td><td>Scientific & Laboratory Equipment</td><td>8%</td></tr> <tr><td>10.</td><td>Office Equipment</td><td>7.5%</td></tr> <tr><td>11.</td><td>Audio Visual Equipment</td><td>7.5%</td></tr> <tr><td>12.</td><td>Computers & Peripherals</td><td>20%</td></tr> <tr><td>13.</td><td>Furniture, Fixture & Fittings</td><td>7.5%</td></tr> <tr><td>14.</td><td>Vehicles</td><td>10%</td></tr> <tr><td>15.</td><td>Lib. Books & Scientific Journals</td><td>10%</td></tr> <tr><td colspan="3" style="text-align: center;">Intangible Assets (amortization)</td></tr> <tr><td>1</td><td>E. Journals</td><td>40%</td></tr> <tr><td>2</td><td>Computer Software's</td><td>40%</td></tr> <tr><td>3</td><td>Patents and Copyrights</td><td>9 years</td></tr> </table>	1.	Land	0%	2.	Site Development	0%	3.	Buildings	2%	4.	Roads & Bridges	2%	5.	Tube wells & Water supply	2%	6.	Sewerage & Drainage	2%	7.	Electrical Installation and equipment	5%	8.	Plant & Machinery	5%	9.	Scientific & Laboratory Equipment	8%	10.	Office Equipment	7.5%	11.	Audio Visual Equipment	7.5%	12.	Computers & Peripherals	20%	13.	Furniture, Fixture & Fittings	7.5%	14.	Vehicles	10%	15.	Lib. Books & Scientific Journals	10%	Intangible Assets (amortization)			1	E. Journals	40%	2	Computer Software's	40%	3	Patents and Copyrights	9 years
1.	Land	0%																																																								
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1	E. Journals	40%																																																								
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3	Patents and Copyrights	9 years																																																								
3.4	Depreciation is provided for the whole year on the additions during the year.																																																									
3.5	Assets acquired from Project is not taken into fixed asset of AUD , the same will be taken into AUD stock after the completion of the project and on physically handing over to AUD. This will be however subject to the Project terms and Conditions.																																																									



	At present, no such Assets are taken into the Asset Register which was purchased out of Project Funds.
3.6	Where an asset is fully depreciated, it will be carried at a residual value of Re.1 in the Balance Sheet and will not be further depreciated. Therefore, depreciation is calculated on the additions of each year separately at the rate of depreciation applicable for that asset head.
3.7	Assets, the individual value of each of which is Rs.2000 or less (except Library Books) are treated as Small Value Assets , 100% depreciation is provided in respect of such assets at the time of their acquisition. However, physical accounting and control are continued by the holders of such assets.
4	INTANGIBLE ASSETS
4.1	Electronic Journals (E-Journals) are separated from Library Books in view of the limited benefit that could be derived from the on line access provided. E- journals are not in a tangible form, but temporarily capitalized and in view of the magnitude of expenditure and the benefit derived in terms of perpetual knowledge acquired by the Academic and Research Staff; Depreciation is provided in respect of E-journals at higher rate of 40% and against depreciation of 10% provided Unspent Grant is treated as Liability and accordingly provisions are made.
4.2	Expenditure on acquisition of software has been separated from computers and peripherals, as apart from being intangible assets, the rate of obsolescence in respect of these is very high. Depreciation is provided in respect of software at higher rate of 40% as against depreciation of 20% provided in respect of Computers and Peripherals.
5	<u>STOCKS:</u>
	Expenditure on purchase of stationary and other stores is accounted as revenue expenditure, except that the value of closing stocks held on 31st March 2018 is set up as inventories by reducing the corresponding Revenue Expenditure on the basis of information obtained from Departments. They are valued at cost.
6	RETIREMENT BENEFITS
	Retirement benefits i.e., gratuity and leave encashment are provided on the basis of actuarial valuation. Capitalized Value of gratuity received from previous employers of the Institution's employees, who have been absorbed in the Institution, is credited to the respective Provision Account. The actual payments of Gratuity and Leave encashment are debited in the Accounts to the respective provisions. Other retirement benefits viz contribution to New Pension scheme, Medical reimbursement to retired employees and Travel to Home Town on retirement are accounted on accrual basis (actual payments plus outstanding bills at the end of the year).
7	EARMARKED/ENDOWMENT FUNDS
	The following long terms funds: <ul style="list-style-type: none"> (i) Learning Enhancement (ii) Scholarship (iii) Student Welfare Fund (iv) Application Fee Fund



	<p>are earmarked for specific purposes. Each of the funds has a separate bank account. The income from Fixed Deposits on accrued basis and interest on savings Bank Accounts are credited to the respective Funds. The balance in the respective funds is carried forward and is represented on the assets side by the balance at Bank, Investments and accrued interest.</p>
8.	ENDOWMENT FUNDS
	<p>The following Endowment funds under UDF created in AUD</p> <p>(i) Student Travel and Exchange Programme Fund. (ii) Academic Chairs Fund: (iii) Research Endowments: (iv) Central Pool of UDF.</p> <p>While each of the Endowment-funds has its own investment there is separate savings Bank Account for all the Endowment funds, as the un-invested balances against them are negligible.</p> <p>The income from investment of each Endowment Fund is added to the Fund. The interest on Savings Bank a/c is also added to each Endowment Fund. The expenditure is met from the interest earned on investment of the respective Endowment Funds and the balance is carried forward. In respect of Chairs, however, the corpus of the Endowment is also used.</p> <p>The balances are represented by Fixed Deposits and balance in the Saving Bank Account and accrued Interest on Fixed Assets.</p>
9.	GOVERNMENT AND UGC GRANTS
9.1	Government Grants and UGC Grants are accounted on realization basis. However, where a sanction for release of grant pertaining to the financial year is received dated 31st March and the grant is actually received in the next financial year, the grant is accounted on accrual basis and equal amount is shown as amount is in transit.
9.2	To the extent utilized towards capital expenditure (on accrual basis) government grants from UGC are transferred to the Capital Fund.
9.3	Government and UGC grants for meeting Revenue Expenditure (on accrual basis) are treated to the extent utilized, as income of the year in which they are realized.
9.4	Unutilized grants (including advances paid out of such grants) are carried forward and exhibited as a liability in the Balance Sheet.
10	Registration Fee received for the specific workshop has been adjusted against the expenses on that workshop and surplus if any charged to Misc. Receipt and excess expenditure if any charged to expenses on Seminar and workshop head.
11	SPONSORED PROJECTS
11.1	Up to Financial Year 2016-17 Sponsored Projects were shown under Earmarked/Endowment Funds however, from the Financial Year 2017-18 same are shown under Sponsored Projects as per revised formats of Accounts of Central Educational Institutions (CEIs)



11.2	In respect of on-going Sponsored Projects, the amounts received from sponsors are credited to the head "Current Liabilities and Provisions-Current Liabilities-Other Liabilities-Receipts against on-going sponsored projects" .As and when expenditure is incurred/advances are paid against such projects, or the concerned project account is debited with allocated overhead charges, the liability account is debited.
11.3	In addition to the Earmarked Fund for Junior Research Fellowships funded by the University Grants Commission, Fellowships and Scholarships are also sponsored by various organisations. These are accounted in the same way as Sponsored Projects except that the expenditure generally is only on disbursement of Fellowships and Scholarships, which may include allowances for contingent expenditure by the Fellows and scholars.
11.4	The Ambedkar University Delhi also awards Scholarships, which are accounted as Academic expenses
12.	The Income of the Ambedkar University Delhi is exempt from Income Tax under Section 10(23c) of the Income Tax Act as per Circular No.14/2015, F.No.197/38/2015-ITA-I, Government of India, Ministry of Finance, Department of Revenue, Central Board of Direct Taxes dated August 17 th , 2015. No Provision for tax is therefore made in the account.



SCHEDULE :24		
NOTES TO ACCOUNTS FOR THE FY 2017-18		
1.	The expenditure incurred on salary is for the period from March 2017 to February 2018. No provision is made towards salary for the month of March 2018.	
2.	Rs.2,84,71,817 has been given as fee waiver to 875 students in FY 2017-18.	
3.	Fixed Assets:	
3.1	Additions in the year to Fixed Assets in Schedule-4 include Assets purchased out of Plan Funds. UGC Fund Rs.4,97,048/- and Sponsored Projects-NIL and depreciation amounting to Rs.63,62,145/-is charged to GIA General head.	
3.2	As the construction work at Dheerpur ,Rohini Campuses and Madras Road Old Building (allotted recently to AUD) , the initial expenses such as Electricity charges, Security charges and property tax /ground rent, Repair/Renovation of boundary wall etc charged to Preliminary Expenses of the respective Campuses and taken to Work –in – Progress.	
4.	Rs.51,26,311/- towards Electricity and Rs.14,07,220 towards water charges paid to Indira Gandhi Institute of Technology on the basis of total bill received from the Electricity Board / Delhi Jal Board which is raised by Indira Gandhi Institute of Technology, Kashmiri Gate Campus in the ratio of 60:40 (AUD share 40%) for the consumption of electricity and water during the current year and previous year . IGIT and AUD are jointly sharing the Kashmiri Gate Campus and due to non-availability separate meters/ connection, the above ratio of 60:40 on the basis of area and Faculty /Students strength.	
5.	Certified that No donation has been received under Section 80 G of Income Tax Act.	
6	In view of the non-receipt of the Form 65 from PWD, entries pertaining to the work assigned and consequent additions in the Asset Register have not been given effect to. Action has already been initiated to obtain the details from PWD by the Campus Development Division.	
7.	EXPENDITURE IN FOREIGN CURRENCY	
a.	For purchase of Books/journals	Rs.62,63,055
b.	Membership Fee	Rs 65,248/-
8.	CURRENT ASSETS, LOANS, ADVANCES AND DEPOSITS	
	In the opinion of the Management, the current assets, Loans, Advances and Deposits have a value on realization in the ordinary course, equal at least to the aggregate amount shown in the Balance Sheet.	
9	Previous year's figures have been rearranged and regrouped wherever necessary.	
10	The figures in the Final Accounts have been rounded off to the nearest rupee.	
11	Schedule 1 to 24 is annexed to and forms an integral part of the Balance Sheet at 31st March 2018 and the Income & Expenditure account for the year ended on that date.	



12	Expenditure of Rs.2,70,29,857/- on shifting HT wire at Dheerpur campus site has been added to the cost of land.
13.	Rs.23,36,715 was payable to M/S Good Year Securities Services and was reflected under Sundry Creditors from 2012-13. Since it is now time barred and taken as Grant received from DHE.
14.	The amount outstanding as Security Deposit of Rs.2,75,000/-towards unclaimed deposits, prior to Financial Year 2013-14 transferred to Revenue Account and treated as Grant Received from GIA.



Ref: 11(20)/LFA/2016-17 Dated 7.2.2018

Sub: Replies to LFA Audit Report for the Financial Year 2016-17

Sl. No.	Year	Para No.	Description of Para	Reply																																				
1.	2008-10	8	Irregular terms of appointment of Research Associates																																					
			During the audit period, the following 7 research associates were appointed by the University: Research Associates were appointed on the monthly consolidated salary of an Asstt. Professor. Whereas, Delhi university and other Central Universities and State owned universities were paying Research Associate salary Rs.16000-18000/- HRA (depending on the experience) on the guidelines issued by UGC and MHRD. The payment of salary of Assistant Professors to the Research associates is not in order. As per GFR 209 terms and conditions of the employees should not be higher than those applicable to similar category of employee in Government.	As already pointed out that the Board of Management of AUD has made a conscious decision in this regard taking into consideration the Faculty Structure envisaged. Also, the responsibilities of Research Associates (were later re-designated as Academic Fellow) were similar to the post of Assistant Professor. These position were filled before the appointment of regular faculty. After the recruitment of regular Academic faculty these positions do not exist anymore.																																				
			FURNITURE																																					
2	2008-10	9	No Advertised Tender Enquiry made for the purchase of furniture above Rs.25 lakhs. During the scrutiny of audit it was found that in the month of March 2010 furniture items worth Rs.43,15,122/- were purchased as per detail given below: <table border="1" data-bbox="403 956 1377 1246"> <thead> <tr> <th>Sl.No.</th> <th>Name of the firm</th> <th>Vr. No.</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Godrej</td> <td>1003 dt. 02.03.2010</td> <td>33,250</td> </tr> <tr> <td>2.</td> <td>M/S Vinar</td> <td>1062 dt. 23.03.2010</td> <td>5,53,289</td> </tr> <tr> <td>3.</td> <td>M/S R.R. Builders</td> <td>1152 dt. 31.03.2010</td> <td>86,906</td> </tr> <tr> <td>4.</td> <td>M/S Empire Safe</td> <td>1160 dt. 31.03.2010</td> <td>48,520</td> </tr> <tr> <td>5.</td> <td>M/S Rajdhani</td> <td>1162 dt. 31.03.2010</td> <td>23,85,104</td> </tr> <tr> <td>6.</td> <td>M/S Rajdhani</td> <td>1199 dt. 31.03.2010</td> <td>78,103</td> </tr> <tr> <td>7.</td> <td>M/S Rajdhani</td> <td>1200 dt. 31.03.2010</td> <td>11,29,950</td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>43,15,122</td> </tr> </tbody> </table> <p>GFR 150, stipulates that for making procurement of morethan 25 lakh open tender enquiry is to be made. In the last week of the March furniture costing Rs.43,15,122/- was purchased without going for open tender and the goods were procured on the basis of market survey</p>	Sl.No.	Name of the firm	Vr. No.	Amount	1.	Godrej	1003 dt. 02.03.2010	33,250	2.	M/S Vinar	1062 dt. 23.03.2010	5,53,289	3.	M/S R.R. Builders	1152 dt. 31.03.2010	86,906	4.	M/S Empire Safe	1160 dt. 31.03.2010	48,520	5.	M/S Rajdhani	1162 dt. 31.03.2010	23,85,104	6.	M/S Rajdhani	1199 dt. 31.03.2010	78,103	7.	M/S Rajdhani	1200 dt. 31.03.2010	11,29,950			Total	43,15,122	AUD Finance Committee in their 12 th meeting on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval. The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval. The matter is again pursued with the DHE for settlement of the para.
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			and procuring Ltd. Quotations, thereby restricted the competitiveness and economy of rates. Further purchase of Rs.35,93,157/- was made from the M/S Rajdhani Furnishers alone by splitting the purchases to avoid open tender violating the provision of GFRs. Reasons for such irregularities may be elucidated to audit.																													
3	2010-11	3	<p>Irregular Purchase of Furniture</p> <p>While scrutiny of the purchase files regarding below mention purchases following irregularity have been noticed:</p> <table border="1"> <thead> <tr> <th>Name of Supplier</th> <th>Date</th> <th>Item</th> <th>Amount (Rs.)</th> </tr> </thead> <tbody> <tr> <td>M/S R.R. Supplier</td> <td>31.03.2010</td> <td>10 Table & 20 Chairs</td> <td>86,906</td> </tr> <tr> <td>-Do-</td> <td>01.09.2010</td> <td>20 Tables</td> <td>86,063</td> </tr> <tr> <td>-Do-</td> <td>01.11.2010</td> <td>60 Multipurpose Chairs</td> <td>2,58,187</td> </tr> <tr> <td>M/S Rajdhani Furniture</td> <td>20.08.2010 18.11.2011 03.02.2011</td> <td>17 Almira</td> <td>2,46,567</td> </tr> </tbody> </table> <p>1. As per GFR 150 stipulate that before procurement of furniture costing upto Rs.25,00,000/- limited tender enquiry is to be made but at the time of above purchase no tender enquiry was made.</p> <p>2. Being banned item under economic instruction issued by Finance Department Government of Delhi, Concurrence of Finance Department is required prior to such Procurement.</p> <p>Clarification on the above may be elucidated to audit.</p>	Name of Supplier	Date	Item	Amount (Rs.)	M/S R.R. Supplier	31.03.2010	10 Table & 20 Chairs	86,906	-Do-	01.09.2010	20 Tables	86,063	-Do-	01.11.2010	60 Multipurpose Chairs	2,58,187	M/S Rajdhani Furniture	20.08.2010 18.11.2011 03.02.2011	17 Almira	2,46,567	<p>AUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval.</p> <p>The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para..</p>								
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4	2011-12	7	<p>Purchase of Furniture</p> <p>Ambedkar University Delhi entered into a contract for supply of furniture for 3 years with Godrej Boycee Mfg. Co on 3.6.2011. As per the agreement, entire purchase of furniture will be made from Godrej and the company will provide 6.5% discount on prevailing price list of Godrej Mfg. Co. The following purchases was according made:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Agency</th> <th>Items</th> <th>Amount (Rs)</th> </tr> </thead> <tbody> <tr> <td>6/7/2011</td> <td>M/S Rajdhani Furniture's</td> <td>Godrej PCH 7004 with full Desk let</td> <td>38,78,789</td> </tr> <tr> <td>4/8/2011</td> <td>M/S Rajdhani Furnitures</td> <td>Various items</td> <td>75,32,008</td> </tr> <tr> <td>8/9/2011</td> <td>M/S Rajdhani Furnitures</td> <td>Various items</td> <td>43,56,491</td> </tr> <tr> <td>25/10/2011</td> <td>M/S Rajdhani Furnitures</td> <td>Work station at KG Campus</td> <td>8,31,507</td> </tr> <tr> <td>2/11/2011</td> <td>M/S Rajdhani Furnitures</td> <td>Furniture</td> <td>62,28,541</td> </tr> <tr> <td>16/2/2011</td> <td>M/S Rajdhani Furnitures</td> <td>Godrej Furniture for CISCO Lab & Dire(IT)</td> <td>16,35,262</td> </tr> </tbody> </table>	Date	Agency	Items	Amount (Rs)	6/7/2011	M/S Rajdhani Furniture's	Godrej PCH 7004 with full Desk let	38,78,789	4/8/2011	M/S Rajdhani Furnitures	Various items	75,32,008	8/9/2011	M/S Rajdhani Furnitures	Various items	43,56,491	25/10/2011	M/S Rajdhani Furnitures	Work station at KG Campus	8,31,507	2/11/2011	M/S Rajdhani Furnitures	Furniture	62,28,541	16/2/2011	M/S Rajdhani Furnitures	Godrej Furniture for CISCO Lab & Dire(IT)	16,35,262	<p>AUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval.</p> <p>The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para..</p>
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Sl. No.	Year	Para No.	Description of Para	Reply
			Total	2,44,62,598
			<p>For these purchases, following irregularities had been noticed:</p> <p>a) Furniture purchase amounting to Rs.2,94,13,884 was made during the year 2011-12. As per conditions of Grant-in-aid sanction letter (i) the university must follow GFR and economy instructions issued by Govt. of NCT (ii) For purchase of furniture items etc. prior approval of Finance Department may be obtained (So. No.20 of sanction dated 27.7.2011). In this respect approval of Finance department or codal formalities observed by the university under rule 149 of GFR was not made available to the audit.</p> <p>b) No prevailing price list of Godrej Boyce Mfg. Co while placing order with Godrej was made available to audit. No codal formalities had either been observed while entering into contract with Godrej Boyce Mfg. co.</p> <p>Above purchases therefore needs to be regularized and compliance shown to the audit on priority.</p>	
5	2012-13	1	<p>Purchase of Furniture Rs.65,44,895/-</p> <p>Ambedkar University Delhi has incurred expenditure amounting to Rs.64,44,895/- during the year 2012-13 on purchase of furniture items. On scrutiny of records, it has been observed that AUD has purchased furniture items without obtaining the concurrence of the Finance Department, GNCTD as per condition no. 22 of the Grant sanction letter which provides that for purchase of furniture items etc. by the AUD, prior approval of the Finance department may be obtained wherever applicable. Further, as per the instruction & guidelines contained in the Govt. order no. F.12/3/2010-AC/dsfa/DSIII/914-921 dated 18/07/2011 circulated by Finance Department, GNCTD regarding expenditure management in grantee institutions, the purchase of furniture may be made after seeking relaxation from Finance Department, GNCTD but AUD has not obtained such approval.</p> <p>It has also been noticed that AUD has entered into a contract for supply of furniture for three years with Godrej Boyce Mfg. Co. on 03.06.2011 on their consumer price with a discount of 6.5% without inviting quotations/tenders. Furniture items were purchased from single source i.e. through their authorized dealer M/S Rajdhani Furnitures, Kirti Nagar, Delhi without observing the open tender codal formalities to invite competitive bidding or ensuring the most economic and competitive price as stipulated in GFRs 2005. Had the AUD invited competitive biddings with the comprehensive terms & conditions, it would have got most competitive price. On purchase from single source, possibility of paying higher prices cannot be ruled out and restricted buying is against the canons of financial propriety as envisaged in the</p>	<p>AUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval. The matter is being sent to DHE for ex-post-facto approval.</p> <p>The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para..</p>

Sl. No.	Year	Para No.	Description of Para	Reply
			GFRs.	
			Earlier LFA audit has also pointed out the irregularities in purchase of furniture in its report for the year 2008-10, 2010-11 & 2011-12 but AUD has not given any attention & procuring furniture items without following the instructions issued by the Government from time to time. Reasons for above laps/irregularities may be elucidated to audit and the same may be got regularised from Finance Department, GNCTD.	
			COMPUTERS AND ACCESSORIES	
6	2008-10	11	<p>Irregularities in procurement of Computers and Accessories</p> <p>Deptt. of IT, GNCTD vide order No.10(6)/2005/IT/3139-68 dt. 24.07.08 and F10(135)/2009/II/1402-05 dt.09.02.2010 issued guidelines for the procurement of computer Hardware, software and computer accessories etc. These guidelines are also applicable to the autonomous bodies under GNCTD.</p> <p>As per these guidelines:-</p> <p>(i) Computer Hardware, software and accessories can be procured from any of the following agencies:</p> <ol style="list-style-type: none"> 1. DGS&D against DGS&D contract 2. NICSI 3. ICSIL and from 4. The open market as per GFR only. Those hardware and accessories will be procured from open market whose specifications are given in DGS&D or NICSI rate contract. In case specifications of hardware and accessories are different from DGS&D or NICSI or the items are not available with them reasons for the same have to be recorded in writing and prior approval of department of IT, GNCTD is to be required. All the purchases of hardware and software from open market shall have to be done through e-procurement platform of Deptt. Of IT GNCTD. <p>(ii) Concurrence of Finance & IT departments, GNCTD. Technical clearance for purchase of computers hardware and accessories and Laptops, from IT department is required in each case and technical clearance by IT department the proposal will be forwarded to Finance Department for obtaining financial approval before placing any order.</p>	<p style="text-align: right;">287</p> <p>AUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval.</p> <p>The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para.</p>

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			<p>Audit scrutiny revealed following irregularities/discrepancies in purchase of computer hardware, software and accessories in the year 2008-09 and 2009-10:-</p> <ul style="list-style-type: none"> • Technical clearance and financial approval from the IT Deptt and finance departments have not been obtained. • The purchases of hardware and software from open market have not done through e-procurement platform of Deptt. Of IT, GNCTD. <p>Apart from the above mentioned discrepancies following irregularities were found:</p> <ol style="list-style-type: none"> 1. Delay in installation: An expenditure of Rs.154180/- was incurred for purchase of 5 computers and 5 UPS from M/s Computerman vide bill No.1061 dt. 20.03.09 . The procedure of purchase was initiated in the month of January, 2009 for purchase of 5 Desktop computers and UPS for the use of student of post graduate diploma course of the university at the Council for Social Development. In the month of January 2009, the letter was sent to Director DGS&D to arrange the supply of five desk top computers. DGS&D informed that no rate contract of desktop was available at that time. Instead of waiting for the finalization of rate contract of DGS&D the university invited electronic quotation for purchase of computers and UPS on the ground that computers were to be arranged on the priority basis for the use of students and on the basis of it purchase order was made to M/S Computerman in the month of Feb. 2009. But the computers and UPS were installed only in the month of June 2009 by the agency. Not making purchase from DGS&D on the basis that the supply was needed on urgent basis, whereas the computers installed in the month of June, 2009 is not justified. <p>Again in the month of March 2009, expenditure of Rs.29,70,247/- was incurred for the purchase of 80 No. of computers , one server and 8 no. of allied items. But the computers not installed by the company for 3 months. The installation was done in the month of July.</p> <ol style="list-style-type: none"> 2. Laptop purchases-without observing provisions of GFRs: 15 Laptop purchased from M/S Dell Computers without observing provisions of GFRs by ensuring competitiveness and economy of rates. University first invited quotations from vendors for the Dell laptop and then the purchase was made directly from M/S Dell Computers. Quotations should be invited on the details specification instead of giving any brand name. The purchased is irregular. 						

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7	2010-11	4	<p>Irregular Purchase of</p> <p>a) Computer & Peripherals</p> <p>During the financial year 2011 following purchases of computers have been made for official use only:</p> <table border="1"> <thead> <tr> <th>Dated</th> <th>Voucher No.</th> <th>Name of Supplier</th> <th>Item</th> <th>Amount (Rs)</th> </tr> </thead> <tbody> <tr> <td>18.09.2010</td> <td>907</td> <td>M/S Corporate Infotech</td> <td>20 Laptop</td> <td>9,95,000</td> </tr> <tr> <td>20.10.2010</td> <td>1213</td> <td>M/S HCL Infosystem</td> <td>PBABX</td> <td>3,87,515</td> </tr> <tr> <td>07.02.2011</td> <td>2072</td> <td>M/S Corporate Infotech</td> <td>10 Laptop</td> <td>4,84,050</td> </tr> <tr> <td>10.02.2011</td> <td>2090</td> <td>M/S Corporate Infotech</td> <td>55 Computers</td> <td>2210,670</td> </tr> <tr> <td>30.03.2011</td> <td>2447</td> <td>M/S Corporate Infotech</td> <td>Computers</td> <td>26,57,970</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Total</td> <td>67,35,205</td> </tr> </tbody> </table> <p>1. No codal formality was completed for procurement of computer as per GFR 146-151.</p> <p>2. Delhi Finance Department and IT Department Government of Delhi have issued instruction for procurement of computer as per instruction prior approval of IT Department and Finance Department is necessary but in the above case no concurrence of both the departments were obtained.</p> <p>Clarification on the above may be elucidated to audit.</p> <p>b) Purchase of Xerox Machine</p> <p>During scrutiny of the file AUD/Admn/KashComts/2210-11 regarding procurement of Xerox Machine for Kashmere Gate Campus, the following irregularities have been noticed.</p> <p>1. Purchase of come Digital multifunctional copies machine and 4 Xerox Phaser 3100 vide cheque No.533533 dated 7.2.10 amounting to Rs.5,92,522/- is beyond the delegated financial power to the HOD and purchase above five lakhs for office equipment is irregular procurement without the concurrence of Finance Department.</p>	Dated	Voucher No.	Name of Supplier	Item	Amount (Rs)	18.09.2010	907	M/S Corporate Infotech	20 Laptop	9,95,000	20.10.2010	1213	M/S HCL Infosystem	PBABX	3,87,515	07.02.2011	2072	M/S Corporate Infotech	10 Laptop	4,84,050	10.02.2011	2090	M/S Corporate Infotech	55 Computers	2210,670	30.03.2011	2447	M/S Corporate Infotech	Computers	26,57,970				Total	67,35,205	<p>qAUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval. The matter has been sent to DHE for ex-post-facto approval.</p> <p>The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2015 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para.</p>
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Sl. No.	Year	Para No.	Description of Para	Reply									
			<p>2. Purchase made direct by reference Rate contract with DGS&D vide Amendment No.DCMM-EB/IT-3RCD10Q000/0111/83/02748/1662/3262/510 Dated 27.8.10. The purchase order should be routed by DGS&D.</p> <p>The purchase order for procurement of Xerox machine was sent with the warranty of 3 years to M/S Xerox Indian Ltd. Vide order No.AUD/1/-12/Suppl.Ord/DIG-COP/2011/3229 dated 1.11.10 but as per invoice cum challan warranty has been shown for only one year. At the time of payment of the same this point was not consider by the paying authorities and accrued a loss of 2 year AMC cost. Necessary action may be taken to recoup this loss under intimation to audit.</p>										
8	2011-12	8	<p>Purchase of Computer and peripheral</p> <p>The university has purchased computer and peripheral as under:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Items</th> <th>Amount (Rs)</th> </tr> </thead> <tbody> <tr> <td>12/3/2012</td> <td>20 Lap tops</td> <td>9,24,000</td> </tr> <tr> <td>26/3/2012</td> <td>2 Server</td> <td>5,70,104</td> </tr> </tbody> </table> <p>As per instructions of Finance Deptt., GNCTD and Grant-in-Aid sanction order of the Administrative Deptt., prior clearance from the Deptt. of IT, GNCTD should be obtained before purchase /procurement of computer and computer accessories.</p> <p>In the above case, no clearance of IT Deptt, GNCTD was not made available to the audit.</p> <p>Therefore, the expenditure be got regularised and compliance shown to the audit.</p>	Date	Items	Amount (Rs)	12/3/2012	20 Lap tops	9,24,000	26/3/2012	2 Server	5,70,104	<p>AUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval.</p> <p>The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para..</p>
Date	Items	Amount (Rs)											
12/3/2012	20 Lap tops	9,24,000											
26/3/2012	2 Server	5,70,104											
9	2012-13	7	<p>Irregular purchase of computers & peripheral amounting to Rs.43,35,519/-</p> <p>Ambedkar University Delhi has procured Computers & Peripherals amounting to Rs.42,35,519/- without observing the codal formalities as prescribed by the information & Technology Department Govt of NCT of Delhi vide its order dated 09/02/2010 which is applicable to all Government Departments under GNCTD all Autonomous Bodies/Local Bodies/Corporations under GNCTFD all PSUs under GNCTD. Under the said order, departments are allowed to purchase computers from DGS&D contract rate or NICS1 or ICSIL after getting the technical clearance of the proposal from IT Department thereafter from the Finance Department Govt of NCT of Delhi.</p>	<p>This issue was discussed in the 12th Meeting of Finance Committee held on 14th July 2015 and Finance Committee suggested that a request be made to Government of NCT of Delhi, through the DHE, to delegate appropriate financial powers to the Vice Chancellor with regard to procurement of IT related items, with a statement of the policy and procedure being followed.</p>									

			<p>In the instant case, AUD has procured Computers & Peripherals without obtaining the Technical concurrence from the IT Department & Finance Department, Govt. of NCT of Delhi which is irregular. Moreover, as per Grant sanction letter's condition no. 23, it has been mentioned that for purchase/procurement of computers and computer accessories, prior clearance from IT Department, Delhi Government may be obtained. Irregularities in purchase of computers & peripherals have been pointed out by earlier LFA audit and mention in its report for the year 2008-10, 2010-11 & 2011-12 but still such irregularities are being made by the AUD.</p> <p>AUD is advised to take ex-post facto from the competent authority to regularise the said expenditure under intimation to audit & also noted for future compliance.</p>	<p>However, the matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval and being pursued with the DHE to settle the matter.</p>
			P.W.D.	
10	2013-14	6	<p><u>Non-adjustment of Advances to Public Works Department for Civil & Electrical Works amounting to Rs.432.63 Lakh.</u></p> <p>On scrutiny of the record, it has been observed that at the close of the year Ambedkar University is having a huge balance of outstanding advances with PWD amounting to Rs.432.63 lakhs for various Civil & Electrical Works. The work-wise details of the outstanding advances have not been provided to the audit.</p> <p>Ambedkar University authorities are advised to take necessary immediate steps to adjust the above said advances paid to the PWD under intimation to audit and it is further suggested that AUD authorities may get A/A & E/S from their Administrative Department i.e. Dte. of Higher Education, GNCTD for the works to be carried out through PWD instead of depository works.</p>	<p>Ambedkar University of Delhi availing Civil/Electrical works from Public Works Department (PWD) on deposit work basis. This is a regular process to grant of advances to PWD for execution of Works and these advances are adjusted on receiving Expenditure statement from PWD from time to time.</p> <p>As on 31/03/2017, advances amounting Rs.4,34,80,697 lacs was out-standing against PWD for various works.</p> <p>Further, Rs.45,49,397 refund has been received and adjustment of Rs.1,90,98,158 done in 2017-18.</p>
11	2010-11	16	<p>Electricity Expenses</p> <p>While reviewing the financial statement, it has been observed that Rs.21,08,328(Rs. Twenty one lakh eight thousand three hundred and twenty eight only) has been incurred by the University as the Electricity Expenses on commercial rates whereas, as per notification of DERC, 100% education growth institution should be charged at domestic rate. University may liaise with the concerned authority for conversion of commercial to Domestic category in future bills. It has also been intimated that the no separate meter for faculty/hostel/residential and other tenant are not installed. Hence sub-meters be installed so that the actual consumption may be charge.</p>	<p>AUD was earlier housed at part of the Integrated Institute of Technology building at Sector-9, Dwarka, as per the decision taken by the GNCTD. As per the arrangement with IIT Dwarka, the AUD was to pay electricity charges based on the bills raised by the IIT Dwarka as the electricity meter connection was in the name of IIT Dwarka.</p>

				<p>Therefore, nothing could be done from the AUD side on this matter. Now, the AUD has moved out from the IIT Dwarka Campus to its Kashmere Gate Campus, the para may be dropped.</p> <p>Nevertheless, the AUD had written to IIT Dwarka on this issue for remedial action at their end.</p>
			ADVERTISEMENT	
12	2011-12	5	<p>Advertisement</p> <p>Advertisement order regarding MBA Programme was given to M/S Nirman Advertising Pvt. Ltd. On 1/2/2012 for advertising in Education Times (English) and HT Horizon(English) and payment of Rs.5,68,101/- was paid to the advertiser. Following irregularities were noticed in the advertisement and payments made:</p> <ol style="list-style-type: none"> The order for advertisement was not given for advertisement as per DAVP rates. The advertisement order was for advertisement in Black and white whereas the advertising company advertised the matter in four colours and charged accordingly, thus against the order. Print media charges 40% extra for colour printing. The printing cost in B/W works out Rs.4,05,786/-. Therefore, excess payment of Rs.1,62,315/- needs to be recovered after due verification. Compliance may be shown to the audit. 	<p>AUD Finance Committee in its 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval.</p> <p>Accordingly, the case has been referred to the DHE vide letter No.AUD/1-10(138)/2015-16/366 Dated 18.02.2016 to regularize the expenditure. The matter is being pursued with the DHE to resolve the issue.</p> <p>All press advertisements pertaining to recruitment admissions and other administrative matters are presently released by the University through Directorate of Information and Publicity (DIP) GNCTD strictly on DAVP rates and as per the policy of the Govt. of NCT of Delhi.</p>
13	2012-13	10	<p>Medical facility to employees of Ambedkar University Delhi</p> <p>On scrutiny of records, it has been seen that medical reimbursement is being made to the staff of Ambedkar University Delhi without deducting any subscription towards medical. During the year 2012-13, AUD has reimbursed medical expenses amounting to Rs.9,29,292/-. It is pertinent to mention here that under Delhi Government Health Scheme, Government Employees can become its member by paying subscription as per rules and get due benefits. As per Department of Health & Family Welfare O.M. No. F342/52/2006/H&FW/29609-29812 dated 25.10.2012, "Autonomous/statutory bodies fully funded by Delhi government may opt for Delhi Government Employee Health Scheme. AUD is advised to adopt DGEHS. Adoption of the scheme will not be only provide better medical facilities to employees of the University, but also increase the revenue of the</p>	<p>As per advice of the LFA audit matter was taken up with Directorate of Health Services, Delhi Govt. Employees Health Scheme, but they have intimated vide letter No.F.25(III)DGEHS/292/DHS/2014-15/27 Dated 27/04/2015 that Delhi Govt. Employees only and does not decide on new inclusion criteria. (Copy of letter enclosed). They have requested AUD to evolve its own health cover scheme.</p> <p>The Board of Management in its 19th Meeting held on 19.04.2016 has approved a new Medical</p>

			Government in the form of subscription. Necessary action may immediately be taken in consultation with administrative department in this regards, under intimation to audit.	Scheme on the lines of CS(MA) Rules which has been notified by the University on 03.11.2016. Hence, the para needs to be dropped.
14	2013-14 Finance	7	<u>Recoverable TDS amounting to Rs.10,527/-.</u> During the review of the Balance Sheet for the year 2013-14, it has been noticed that an amount of Rs.10,527/- has been shown as TDS recoverable, which has been deducted by the bank against the interest paid to Ambedkar University. Being an Educational institute, the University is exempted from the Tax under Income Tax Act. Hence, action for refund needs to be initiated.	Matter has been taken up with the Bank for refund of amount deducted towards income tax. Reminders have been issued from time to time and continuously being followed up with the Bank. Finance Division is actively pursuing the matter with the Branch Manager, Canara Bank, Kashmere Gate to settle the issue. Due frequent transfer of Branch Managers no progress has been made. Since the amount is small the amount is being transferred to Misc. Expenses. Para may please be dropped.
15	2014-15 Library	2	Library books (a) During the test check of library accession & issue register of books , it was found that a number of books are lying with the staff members and students of Ambedkar University Delhi, which were issued to them long back. A list of such cases is mentioned below with the request to recover the said books failing which an amount equivalent to the cost of books may be recovered from the defaulters. List of issued books (NOT TYPED AS IT CONTAINS 66 BOOKS) (b) Further, scrutiny of the library records revealed that there are 29567 books are in the library as per Accession Register. As per GFR Rule 194, 2005 , Loss of five volumes per one thousand volumes of books issued/consulted in a year may be taken as reasonable provided such losses are not attributable to dishonesty or negligence. However, loss of book of a value exceeding Rs.1,000/- (Rupees One thousand ony) and rare books irrespective of value shall invariably be investigated and appropriate action taken. On scrutiny of library record of Ambedkar University for audit period, it is found that there are 170 books missing from the library which is higher that the admissible five books per thousand as per Rule mentioned above. The list of missing book is give below: _ (List of 170 books not typed)	As per the provisions under Rule 194(ii) of GFR, loss of five books per one thousand books in a year could be taken as reasonable for the purpose of writing off losses in the library. In the present case the loss of 170 books was within the limit provided under GFR. Accordingly, the Competent Authority of the University has accorded approval to write-off the books valuing less than Rs.1000 which is as per Rule 194(ii) of GFR. And the same has been written off from the books of accounts in the FY 2016-17. The remaining high value books (52 Nos.) amounting to Rs.1,69,434/- were traced by the University Librarian and the same has been taken into stock of the library after audit by the Finance Division. Hence, the para needs to be dropped by the Audit.

			<p>(c) It is also mentioned here that there are almost one third of lost books whose value are exceeding Rs.1000/- as per list given below: (List of 52 books not typed)</p> <p>Loss of missing books (including books costing above Rs.1000/-) may be investigated and proper action should be taken as per Rule under intimation to audit.</p>	
16	2014-15 DR(Academic)/HR	3(i)	<p>i) Non-compliance of Government's instructions and orders (circulated by Finance (Accounts) Department, Govt of NCT of Delhi vide order No.F.12/3/2010-AC/dsfa/DSIII/914-921 dated 18/07/2011 and Column 3 of pattern of Assistance issued by DHE vide NO.DHE-204/2012-13/1786-91 dated 31/07/2013):-</p> <p>a) Reg. Creation and filling up of posts (Instruction No.19 of Finance Department's circular dated 18/7/2011):-</p> <p>During scrutiny of the record, it is seen that the Ambedkar University Delhi had created a number of academic and non-academic posts i.e. 327 as detailed in part 1 of the report above. However, none of the posts seems to have been sanctioned from the Finance Department as no sanction orders for creation of these posts have been supplied to audit. This must have been got approved from Finance Department and sanctioned from the administrative department of the university i.e. Dte of Higher Education, Govt of NCT of Delhi.</p>	<p>Creation of teaching and non-teaching posts in AUD.</p> <p>As per Section 22 of the Dr. B.R. Ambedkar University Act, 2007, the University can create teaching and administrative posts as per the requirement. Accordingly, certain teaching and non-teaching posts for Kashmere Gate Campus were created at the inception of the University based on the norms approved by the UGC.</p> <p>As far as the teaching posts are concerned, it is to state that the Finance(Exp) Department, GNCTD of Delhi vide UO No.119/DS5 dated 24.6.2016(CD No.000379655) has conveyed the approval of 70 Teaching/Academic Posts for the AUD Karampura Campus and the same was notified by the University vide Notification dated 5.7.2016. The approval was noted by the Board of Management in its 20th meeting held on 03.11.2016.</p> <p>Further, the Directorate of Higher Education vide CD No.000443167 dated 12.3.2018 has conveyed its approval of 59 Teaching/Academic posts for the AUD Lodhi Road Campus and the same was notified by the Ambedkar University Delhi vide notification dated 23.3.2018.</p>
			b) Reg. Vetting of RRs from Finance Department-Contractual (Instruction No.2 &3).	As for as filling up of vacant posts are concerned

			<p>It is also seen that vide para 19 of the AUD's RRs the university had allowed drawl of minimum of concerned PB +GP +DA+HRA+TA. This consolidated remuneration will be enhanced on the completion of each year by an amount computed on the basis of annual increment & DA/TA revised by the Government from time to time. In addition to that the contractual staff is also entitled for Leave (Earned Leave, Commuted Leave, Maternity Leave, Paternity leave, Paternity leave for child adoption, Child adoption leave as per CCS (leave) Rules, 1972. And leave encashment in terms of orders issued by DP&T, Govt. Home Town LTC- once in two years and Children Education Allowance as per Central /State Government orders.</p> <p>Since granting all the aforementioned allowance(s) involves huge expenditure of Government funds, utmost prudence and financial propriety should be exercised by the autonomous bodies/grantee institutions and no wasteful expenditure whatsoever, should be incurred in any manner as mandated by the aforementioned circular of the Finance Department, Govt. of NCT of Delhi.</p> <p>Hence, the approval of the Finance Department must have been taken by the university before finalising the provisions granting such benefits to contractual staff which otherwise forfeits the economy instructions of the Government putting it to financial hardship. Therefore, the administrative department needs to seek approval of the Finance Department in the regard under intimation to audit.</p>	<p>the University has already taken necessary steps in this regard and recruitments are undertaken regularly to fill up vacant teaching and non-teaching posts.</p> <p>(b) The BoM in its 19th Meeting held on 19.04.2016 has resolved to discontinue the practice of extending regular pay scales to re-employed officers. Their engagement is now being governed as per the policy guidelines issued by the Finance Department vide letter dated 04.12.2015.</p> <p>As per the remuneration to the Contractual employees are concerned, the University is in the process of adopting recent guidelines issued by the Finance (Accounts) Department, Govt. of NCT of Delhi vide office memorandum No. F.20/40/2016-AC/DSFA/16-45 dated 20.01.2017 for the existing contractual employees engaged by the University. All future contractual appointees will be paid consolidated salary strictly in terms of Finance (Accounts) Department instructions.</p> <p>Hence, the para needs to be dropped.</p>
17	2014-15	3(ii)	<p>ii) <u>Non-filling the post of Account functionaries on deputation from Delhi Government.</u></p> <p>As per Pattern of Assistance condition no 3(iv) All posts in the finance and Accounts wings of the Grantee Institution shall invariably be filled from the Accounts Cadre of Delhi Government. Further, as per item no.19 (b) of the Instructions and Guidelines regarding Expenditure Management in Autonomous Bodies/Grantee Institutions etc. issued by the Finance (Accounts)Department, Govt of NCT of Delhi vide order No.F.12/3/2010-AC/dsfa/DSIII/914-921 dated 18.07.2011, autonomous bodies/grantee institutions receiving grant in aid of Rs.10.00 crore and above shall initiate action to create posts of accounts functionaries with the appropriate designation (i.e , as equal in terms of pay scale as well as duties & responsibilities with an appropriate designation (i.e. as equal in terms of pay scale as well as duties & responsibilities of Dy. Controller of</p>	<p>(ii) The University has already taken necessary steps to fill up the Account functionary from the Finance Department and one Accounts Officer has already been deputed by the Finance Department vide order No. F.4/2/2015-AC/DS-IV/526-5302 dated 14.10.2015. w.ef. 21.10.2015.</p> <p>The process of recruitment of Dy. Registrar (Finance) is in progress and will be completed shortly.</p>
			<p>Accounts & Accounts Officers of Govt. of NCT of Delhi) with prior approval of Finance Department, so as to ensure stringent control over expenditure and proper financial management. The said posts will be filled from accounts cadre of the Government of NCT of</p>	

			<p>Delhi on deputation basis failing which on contract basis.</p> <p>On scrutiny of records, it has been observed that only one post of Accounts officer has been filled from the accounts cadre of the Government of NCT of Delhi on deputation basis as Asstt. Registrar (Finance). Other posts in finance division of the university have been filled up on regular & contractual basis. Thereby, one post on Dy. Registrar (Finance-Contract basis) and two post of Assistant Registrar (Finance-one regular basis & other on contract basis) have been filled up in the University without circulating the vacancies to Finance Department, Govt. of NCT of Delhi. Earlier in the LFA Audit for the year 2013-14, audit has pointed out this issue but no action has been paid by the Ambedkar University authorities to fill up these posts on deputation basis from Delhi Government.</p> <p>Therefore, administrative authorities of the Ambedkar University of Delhi is to comply with the instructions issued by the Finance Department, Govt of NCT of Delhi, particularly instruction number -19 of the aforementioned circular under intimation to the audit.</p>	
18	2014-15	3(iii)	<p>iii) <u>Non-filling of 137 out of 324 posts</u></p> <p>As per the information provided, out of total 327 pots 137 posts are lying vacant. Out of total 187 posts filled 87 have been filled on contract basis. The vacancy position is more adverse in case of non-academic posts where out of 183 posts only 09 posts have been filled on regular basis. Such a large number of vacant posts creates aspersion of doubt on the efficiency of the administration & requires justification regarding creation of posts in academic and non-academic in bulk and then not getting them filled</p> <p>The Ambedkar University is a renowned institute and if proper faculty strength is there then it will have good impact on the proficiency of the students, as in an institute, student and teacher ratio should such that a teacher could focus easily on the students and if the teachers are less than it might have negative impact on the future of the students in longer period. If the vacant posts are not required by the University, the same should be abolished. The Ambedkar University authorities look into the matter and take urgent actions to fill-up the vacant posts urgently or get the vacant posts abolished under intimation to the audit.</p>	<p>As regards to the teaching posts in the University is concerned, it is to state that out of the 214 sanctioned positions (140 for Kashmere Gate Campus and 70 for Karampura Campus). As on date 174 posts have been filled with the regular permanent faculty members/long term faculty and short term contractual faculty, temporary faculty process may take another 3-4 months.</p> <p>However, there is no delay in filling up of teaching/academic and Group 'A' administrative posts.</p>
19	2014-15 Finance	4	<p><u>Difference of un-spent amount</u></p> <p>Ambedkar University Delhi has submitted Utilization Certificate of the Grant-in-Aid for the year 2014-15 and un-spent balance has been shown as Rs.13,05,80,908/-. Whereas, as per details give in Part-II of the report the un-spent balance of the university comes to Rs. 34,25,91,688/-. Earlier during the years 2010-11,2011-12,2012-13 and 2013-14 also audit</p>	<p>The Utilization Certificate (UC) was given for the amount of grant received from DHE in GFR 19 A. University is not taking into consideration the amount of other income while preparing Utilization</p>

			<p>had pointed out this issue but no attention had been paid by the Ambedkar University Authorities to reconcile the unspent balance. The main reason of difference in the unspent balance is due to non-incorporation of other income generated by the University from the Fees, bank interest & other miscellaneous income in the grant in aid account.</p> <p>As per the item no.4 of the Instructions and Guidelines regarding Expenditure Management in Autonomous Bodies/Grantee Institutions etc. Issued by the Finance(Accounts) Department, Govt. of NCT of Delhi vide order No. F.12/3/2010-AC/DSFA/DSIII/914-921 dated 18.07.2011, all the Autonomous bodies/Grantee institutions shall evolve suitable mechanisms to maximize generation of internal resources so as to attain self-sufficiency/self-sustainability to the maximum extent. But the Ambedkar University is not incorporating the resources already generated by them in Grant-in-aid Account.</p> <p>Ambedkar University should take necessary steps in this regard and reconcile the un-spent balance and revise the Utilization Certificate reflecting the correct unspent balance under intimation to the Audit.</p>	<p>certificate.</p> <p>There is no difference. The internally generated Tuition Fee is utilized for the purpose of Fee Waiver for the economically weaker section as per the decisions of the Board of Management and Scholarship/ Learning Enhancement / Matching grant to Students welfare fund / residual transferred to University Development Fund</p> <p>Further, Utilization certificate from 2008-09 to 2014-15 was revised in 2015-16 and the same has been approved by the DHE. Copy of sanction order is enclosed.</p> <p>Hence, the para needs to be dropped by the Audit.</p>
20	2014-15	5	<p><u>Non observation/completion of medical, character & antecedent forms:-</u></p> <p>During scrutiny of the service books of the officers/officials deployed in the Ambedkar University Delhi, it is seen that the staff deployed had neither been undergone medical test nor their character and antecedent forms have been got verified from the police authorities/competent authority. Since, the staff deployed with the statutory body, their character and antecedent forms must have been verified and the public authority is to ensure that all their staff deployed for public service be medically fit.</p>	<p>Consequent upon the implementation of NPS in Sept. 2015, it has been made compulsory for each employee (both teaching and non-teaching) to produce medical fitness certificate at the time of their appointment.</p>
			<p>Administrative authorities of Ambedkar University Delhi is therefore required to observe government's guidelines as stipulated in handbook for personnel officers 2013 issued by the Institute of Secretariat Training & Management, Deptt. of Personnel & Training, GOI with ref. to MHA OM No.18011/-(s)/78-Estt.(B) dated 2nd July, 1982 before deploying the selected staff on statutory body in respect of ensuring only medical fit persons are deployed and their character & antecedents are verified from the police authorities. All previous cases may accordingly be reviewed and appropriate action taken. Compliance may be shown to the next audit.</p>	<p>The University has verified the Character Antecedents of all non-teaching staff engaged by the University on regular as well as long-term contractual basis. This has been made compulsory for all new entrance to the service of the University.</p> <p>In case of teachers there is no practice of verification of character and antecedents in Central Universities and other institution of Higher learning and the UGC has not made it mandatory for teaching staff.</p>

21	2014-15	6	<p><u>Non ADJUSTEMENT OF ADVANCES TO PUBLIC WORKS DEPARTMENT FOR CIVIL * Electrical works amounting to Rs. 3,31,12,604/-</u></p> <p>On scrutiny of the record it has been observed that at the end of the financial year 2014-15 the Ambedkar University Delhi had huge balance of outstanding advances with PWD amounting to Rs. 33112604/- for various civil and Electrical works. The work wise detail of the out-standing advances has not been provided to the audit.</p> <p>Further on scrutiny of the record files of the AUD it is found that no administrative approval had been obtained from the administrative department before release of advances to the PWD for the above mentioned works though as per clause (xiii) of the pattern of assistance issued by the Dte. of Higher Education vide its letter No. DHE-204/2012-13/1786-91 dated 31/7/2013 which speaks for seeking prior administrative approval from its administrative department for undertaking infrastructural projects estimated cost of which is above Rs. 2 Crore.</p> <p>Administrative authorities of the Ambedkar University Delhi are to take necessary & immediate steps to adjust the above said advances paid to the PWD under intimation to audit. It is further suggested that AUD authorities may get A/A * E/s from their Administrative Department i.e. Dte. of Higher Education, GNCTD for the works to be carried out through PWD instead of depository works.</p>	<p>Ambedkar University Delhi gets Civil/Electrical works Done through Public Works Department (PWD) This a regular process to grant of advances to PWD for execution of Works and these advances are adjusted on receiving Expenditure statement from PWD.</p>
22	2014-15	7	<p>A) <u>Furniture & Fixtures:-</u></p> <p>An expenditure of Rs.14,55,545/- have been incurred on purchase of furniture & fixture. Although full powers have been delegated to HODs of Delhi Government on purchases under this head subject to condition that FD's approval is required to relax economy ban on purchase of furniture & fixtures. As such the expenditure incurred by the institute is irregular and needs to be regularized from the Finance Department (Govt. of Delhi).</p>	<p>(A) AUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-facto approval. The matter has been sent to DHE for ex-post-facto approval.</p> <p>The case has been sent to DHE vide letter No.AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval, as well as for delegation of powers vide letter No.AUD/1.1-15/Admin/2015-16/766 Dated 9th November 2015.</p> <p>The matter is again pursued with the DHE for settlement of the para..</p>
			<p>B) <u>Computer Hardware & Other equipment's:-</u></p> <p>An amount of Rs.14,57,154/- has been incurred on purchase of computers and other</p>	<p>(B) AUD Finance Committee in their 12th meeting held on 14 July 2015 suggested that the matter be put up to the DHE with the request for ex-post-</p>

		<p>equipment by the AUD. The HODs of the Government have been delegated the power to purchase such items upto Rs.2,50,000/-per financial year that is too with the prior consent of the IT Department, Government of NCT of Delhi. As such, the expenditure incurred on computers and other equipments needs to be regularized from the Finance Department & IT Department.</p>	<p>facto approval. The matter has been sent to DHE for ex-post-facto approval.</p> <p>The case has been sent to DHE vide letter No.AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para.</p>									
		<p><u>C) Printing & Stationery:-</u></p> <p>As per delegation of financial power, HOD can incur expenditure of Rs.5 lacs on printing and Rs.5 lakh on stationery items. But the institute had incurred an expenditure of Rs.35,98,970/- on the printing & stationery items. Hence, the excess expenditure incurred needs to be regularized from Finance Department.</p>	<p><u>(C) Printing & Stationery:</u></p> <p>The matter has been taken up with Administrative Deptt i.e DHE to regularise the expenditure.</p> <p>The matter was earlier referred to DHE vide letter No. AUD/1-10(138)/2015-16/366 Dated 18.02.2016 for according ex facto approval.</p> <p>The matter is again pursued with the DHE for settlement of the para.</p>									
		<p><u>D) Irregular expenditure of Rs.5,96,989/- on Foreign Tour</u></p> <p>During the course of audit it has been observed that the University has incurred an expenditure of Rs.5,96,989/- on foreign tour during the financial year 2014-15. The bifurcation of actual expenditure on individual visit has not been provided.</p> <p>As per Office Memorandum No.7(1)E.Coord/2012 dated 31st May 2012 issued by Govt. Of India, Ministry of Finance, Department of Expenditure & endorsed by Govt. Of NCT of Delhi on 26/07/2012 "Proposals for participation in Study tours, workshops/conferences/seminars/presentation of papers abroad at Government cost will not be entertained except those that are fully funded by sponsoring agencies"</p> <p>Ambedkar University has incurred expenditure on foreign tours in the previous years also and LFA Audit has pointed out in reports for regularization of expenditure incurred on Foreign Tour. The year wise –details expenditure pointed out the previous audit, but no action appears to have taken by the Ambedkar University. The year-wise details of expenditure pointed out by the audit is as under:</p> <table border="1" data-bbox="405 1279 1379 1373"> <thead> <tr> <th>S.No.</th> <th>Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>2010-11</td> <td>55,072</td> </tr> <tr> <td>2.</td> <td>2011-12</td> <td>1,33,426</td> </tr> </tbody> </table>	S.No.	Year	Amount	1.	2010-11	55,072	2.	2011-12	1,33,426	<p><u>(D) Travel abroad by faculty members are solely for attending conferences (of academic repute) to present papers accepted for the purpose. This is one ways of professional development of faculty. Decision in this regard are based on academic criteria.</u></p> <p>This issue was discussed in the 12th Finance Committee meeting held on 14th July 2015 and the committee suggested that the matter be taken up with the DHE to delegate relevant power to the Vice Chancellor of AUD, stating the policy and procedure in this regard.</p> <p>Letter has been sent to DHE with the request to delegate powers to VC vide letter No.AUD/1/1-15/Admin/2015-16/706 Dated 9th November 2015.</p>
S.No.	Year	Amount										
1.	2010-11	55,072										
2.	2011-12	1,33,426										

		<table border="1"> <tr> <td data-bbox="622 148 750 180">3.</td> <td data-bbox="750 148 981 180">2012-13</td> <td data-bbox="981 148 1534 180">15,10,108</td> </tr> <tr> <td data-bbox="622 180 750 216">4.</td> <td data-bbox="750 180 981 216">2013-14</td> <td data-bbox="981 180 1534 216">5,07,749</td> </tr> </table>	3.	2012-13	15,10,108	4.	2013-14	5,07,749	<p>The matter is again pursued with the DHE for settlement of the para.</p>
3.	2012-13	15,10,108							
4.	2013-14	5,07,749							
		<p>In view of the above, Ambedkar University is advised to adhere to the guidelines issued by the Government from time to time. Further, the expenditure incurred on foreign tours may be got regularised from the Finance Department, GNCTD under intimation to the Audit.</p>	<p>The Travel Grant (financial support) is sanctioned to the faculty members for attending the National/International Conferences/Seminars/Workshops.</p> <p>The Board of Management in its 18th meeting held on 08.10.2015 had resolved to approved the constitution of a Standing Committee on Travel Grants and Professional Development Programmes for examining the proposals received from the faculty members about granting financial support for attending the International Conferences/Workshops/Seminars. The Committee examines and make its recommendations as per AUD regulations/norms which are then placed before the Competent Authority for approval. As and when the proposals are approved by the Competent Authority, the Office Orders are issued to the concerned faculty members.</p> <p>In view of the above facts, the Audit party may be requested to drop the above para.</p>						
		<p><u>E) Outsourcing of Security/Sanitation services:-</u> The AUD had outsourced their Security Services to M/S Rakshak Securities Pvt. Ltd, S-10 Dwarka, New Delhi engaging 56 number of security personnel and Sanitation services to M/S Sulabh International, Mohan Garden, New Delhi engaging 46 –Sanitary personnel. The number of personnel seems to be quite high considering sharing campus by the AUD with IGDTUW. Further, as per Government's guidelines, the assessment for Security and Sanitation Services was to be as per Staff Inspection Unit (SIU) norms of MHA GOI and needs to be got vetted from the Finance Department Govt of NCT of Delhi before such engagement. As per DFP rules too, the Administrative Secretary in his capacity as HOD of the organization is</p>	<p><u>E) Outsourcing of Security/Sanitation services:-</u> The matter related to Security Services and Sanitation Services for obtaining Ex-post facto approval from the FY 2008-09 to 2017-18 has been sent to DHE .</p>						

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			<p>competent to accord administrative and expenditure sanction for these services.</p> <p>Therefore, the administrative authorities of the AUD needs to seek ex-post facto approval from the Finance Department, Govt. of Delhi for the aforementioned engagement under intimation to the audit.</p>	
23	2015-16	1	<p>Irregular payment on Hiring of vehicle (Ref. Audit Memo No. 14 dated: 16-01-2017)</p>	
			<p>As per office memorandum number F.20/50/2015-AC/189-238 dated 10.12.2015 issued by Finance (Accounts) Department, Government of NCT of Delhi which was also addressed to all Executive Heads of Autonomous/Statutory Bodies/ Grantee Institutions etc. regarding Hiring of vehicles, the Administrative Secretaries have full powers to incur expenditure subject to the following conditions:-</p> <p>(a) that for each vehicle expenditure should not exceed Rs. 35,000/- per vehicle per month for Non-AC vehicles and Rs. 45,000/- per vehicle per month for AC vehicles and</p> <p>(b) the prior approval for the number of vehicles to be hired should be obtained from Finance Department, Govt. of NCT of Delhi at the beginning of financial year</p> <p>Further, the following parameters should also be fulfilled before incurred expenditure towards hiring vehicles for office use:-</p> <p>(i) The vehicles shall be hired only for entitled officers (i.e. the officers who are working in PB-4: Rs. 37400-67000+Grade Pay Rs. 10000/- and above) in case government vehicles/staff cars are not available with the department.</p> <p>(ii) In case the Department wants to hire vehicles for non-entitled officers in view of functional requirements, the Department shall seek the prior approval of Finance Department, Govt. of NCT of Delhi with proper justification.</p> <p>(iii) The Departments shall ensure that the officers, who are allotted the hired vehicles, do not draw transport allowance.</p> <p>(iv) The departments shall ensure that the hired vehicles are used for the purpose for which the same are hired.</p> <p>(v) The Department shall enforce strict economy in government expenditure. The expenditure per vehicle shall not exceed the limit prescribed by the Finance Department, Govt. of NCT of Delhi from time to time.</p> <p>During the course of test audit of bills related to hiring of vehicle it has been observed that the Ambedkar University Delhi has made payment of Rs. 26,74,155/- on hiring of Vehicle for VC,</p>	<p>The case for regularisation of expenditure from 2008-09 to 2017 has been sent to DHE .</p> <p>Further, tender for hiring of vehicle is being processed in the current FY 2018-19.</p>

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Registrar, Dean & other officers during the period from 01.04.2015 to 31.03.2016. Details of payment of two bills have been given hereunder, through a table, pertaining to voucher No. E-1628 dated 06.01.2016 and E-1792 dated 29.01.2016:-

Sl. No.	Voucher No.	Month	Vehicle No.	Name/designation of user	Amount	Remarks
1	E-1628 dated 06.01.2016	Oct., 2016	DL-1Y 2243	Vice Chancellor	66760/-	Vehicles hired from DTTDC
	--do--	Oct., 2016	DL-1YD 2239	Not mentioned	52830/-	Vehicles hired from DTTDC
	--do--	Oct., 2016	DL1Y 2244	Not mentioned	40998/-	Vehicles hired from DTTDC
	--do--	Oct., 2016	DL1Y 2240	Not mentioned	40998/-	Vehicles hired from DTTDC
	--do--	Oct., 2016	DL1Y 2242	Not mentioned	40998/-	Vehicles hired from DTTDC
TOTAL					2,42,584/	

Sl. No.	Voucher No.	Month	Vehicle No.	Name/designation of user	Amount	Remarks
2	--do--	Nov., 2016	DL-1YD 2239	Not mentioned	46138/-	Vehicles hired from DTTDC
	--do--	Nov., 2016 & Dec., 2016	DL1Y 2244	Not mentioned	82154/-	Vehicles hired from DTTDC
	--do--	Nov., 2016 & Dec., 2016	DL1Y 2240	Not mentioned	64777/-	Vehicles hired from DTTDC
	--do--	Nov., 2016 & Dec., 2016	DL1Y 2242	Not mentioned	82657	Vehicles hired from DTTDC
	--do--	Nov., 2016	DL1Y 0849	Not mentioned	24995/-	Vehicles hired from DTTDC

			--do--	Dec., 2016	DL1Y 0850	Not mentioned	49927/-	Vehicles hired from DTTDC
			TOTAL				4,82,898/-	
			<p>The following irregularities have been noticed during the course of test audit of expenditure incurred on hiring of vehicles by AUD:-</p> <p>(a) The AUD has not observed the instructions contain in the office memorandum number F.20/50/2015-AC/89-238 dated 10.12.2015 issued by Finance Department, Govt. of NCT of Delhi with the prior approval of Hon'ble Dy. CM Delhi.</p>					
			<p>(b) Any agreement between AUD and DTTDC for hiring vehicle not produced to audit.</p> <p>(c) On a number of occasions the monthly expenditure on hiring vehicles has exceeded the limit fixed by Finance Department, Govt. of NCT of Delhi.</p> <p>(d) Extra charges for extra hours and extra kilometer have also been paid in some instances.</p> <p>Necessary steps should be taken to observe the instructions of Finance Department, Govt. of NCT of Delhi, also obtain ex-post facto sanction of Finance Department, Govt. of Delhi to regularize the payment made on hiring of vehicles amounting to Rs. 26,74,155/- after due verification, under intimation to audit.</p> <p>Other similar type of cases, prior to 2015-16 and after 2015-16, may also be taken into account for similar action.</p>					

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Sl. No.	Year	Para No.	Description of Para	Reply
24	2015-16	2	<p>Irregularities in awarding the contract for Sanitation Services (Ref. Audit Memo No. 11 dated: 12.01.2017)</p> <p>On scrutiny of File No. AUD/1-10(123)/Admn/2012-13 pertaining to award of contract for sanitation services to M/s. Sulabh International Social Service Organization, the following irregularities has been noticed:-</p> <ol style="list-style-type: none"> 1. As per delegation of Financial Powers Rules the power for award of contract for Sanitation Services vests with the Administrative Secretary of the Department but approval of Finance Department, Govt. of Delhi required at the first time. However, in the instant case, the approval of Finance Department, GNCT of Delhi has not been obtained, which is irregular. 2. As per Government's guidelines, the assessment/justification for deployment of number of sanitation workers should be as per Staff Inspection Unit (SIU) norms of Ministry of Finance, Govt. of India but it has been observed that the AUD has not observed the same and failed to produce any justification for the same. 3. The contract for sanitation/housekeeping was awarded to M/s. Sulabh International Social Service Organization vide order number AUD/Admn.I-Sanitation/Housekeeping/2012-13/9504 dated 26.09.2012. The total awarded amount was Rs. 6,19,000/- per month (for Kashmere Gate and Dwarka Sector-9 @ Rs. 3,61,000/- & Rs. 2,58,000/- per month, respectively). The contract was awarded initially for 11 months w.e.f. 01.10.2012. Vide above mentioned work order dated 26.09.2012 the Sulabh International Social Service Organization was asked to convey their acceptance within 3 days of the receipt of the letter and enter into an MOU with Registrar, AUD on a Rs. 100 non-judicial paper for setting forth the terms and conditions. However, neither the acceptance nor any MOU with Registrar, AUD on a non-judicial paper Rs. 100 found in the file. The agency was asked to deposit performance security deposit @ 5% of total value of the contract per annum, however the performance security/copy of performance security also not found in the file. 4. Before releasing the monthly bill payment to M/s. Sulabh International Social Service Organization, the AUD has not ensured the submission of Bio-Metric Attendance of sanitation staff deployed at AUD duly verified by a responsible officer of AUD. 5. The abstract of circular No. Special Zone/2015/5152 dated 15.06.2015 	<p>The matter has been sent to DHE for according ex-facto approval from the FY 2008-09 to 2017-18.</p>

			<p>issued by Department of Trade & Taxes, Govt. of NCT of Delhi stipulates that as per provisions of section 36 A of DVAT Act read with Rule 59 of DVAT Rules, TDS @ 4% is to deducted by the contractee department from contractors who are performing work contract and are registered in VAT Department while in respect of un-registered work contractors, deductions of TDS should be 6%. As per financial statement, payment of Rs. 50,53,125/- during 2013-14, Rs. 51,99,077/- during 2014-15 and Rs. 68,58,842/- during 2015-16 have been made towards sanitation charges without deducting TDS(DVAT) which is irregular.</p> <p>Necessary steps should be taken to remove the above mentioned irregularities, ex-post facto sanction of Competent Authority may also be obtained to regularize the payment made to the agency till date, after due verification of records under intimation to audit.</p>	
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25	2015-16	3	<p>3 Irregularities in awarding Contract for Security Services (Ref. Audit Memo No. 09 dated 10.01.2017)</p> <p>On scrutiny of File No. AUD/Admn/1-10(118)/Security Services/2014-15 pertaining to award of contract for security services to M/s. Tiger Force Security Services, the following irregularities have been noticed:-</p> <ol style="list-style-type: none"> 1. As per delegation of Financial Powers Rules the power for award of contract for Security Services vests with the Administrative Secretary of the Department but approval of Finance Department, Govt. of Delhi required at the first time. However, in the instant case, it has been observed that the approval of Finance Department, GNCT of Delhi has not been obtained, which is irregular. 2. As per Government's guidelines, for awarding the work relating to security, the requirement should be firmed up by the departments in consultation with A R Department and Finance Department, beforehand. However AUD has not observed the guidelines for awarding the work relating to security services in its campus. 3. M/s. Tiger Force Security Services was awarded the work of providing security services at Ambedkar University Delhi vide letter number AUD/Admn./1-10(118)/Security Service/2015/19027 dated 08.06.2015 for deployment of 03 Supervisors, 01 Gunman, 29 ESM 	<p>The matter has been sent to DHE for according ex-facto approval from the FY 2008-09 to 2017-18.</p>
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			<p>Security Guard (Semi Skilled) and 32 Non-ESM Security Guards w.e.f. 01.07.2015 for one year. As per award letter the agency has to furnish a number of documents/certificates before start of the work e.g. 01.07.2015, but the agency has failed to furnish the following documents/certificates:-</p>	
		<p>4. (a) Copy of service book of all ESM Guards (b) Police Verification report of all the employees (c) Copy of ESI card of all employees (d) EPF account number of all employees</p> <p>For granting extension to Tiger Force Security Services a committee from Administration Branch consisting Sr. Consultant and DR (Admn.) was constituted as per approval dated 10.05.2016. As per the Joint report of Sr. Consultant and DR (Admn.) dated 16.05.2016 the following discrepancies were noticed by them:- (a) A number of employees were more than stipulated age limit. (b) Police Verification report of only 23 Non-ESM employees have been received (c) The agency had deployed only 12 ESM guards instead of 29 ESM guards</p> <p>In view of the above, it reveals that the Ambedkar University Delhi has not ensured that as to whether the agency has fulfilled all the conditions of award letter dated 08.06.2015 or not. As per Joint Report of Sr. Consultant and DR (Admn.) dated 16.05.2016 which was undertaken after passing of about one year from the date of award, it appears that the agency was not capable to provide the requisite numbers of ESM security guards for Ambedkar University Delhi.</p>		
		<p>5. Payment of Rs 64,62,073/- and Rs. 94,38,792/- have been made by Ambedkar University Delhi towards security services for the financial year 2014-15 and 2015-16 respectively. M/s. Rakshak Securitas (P) Ltd. provided security services in AUD upto 30.06.2015 and thereafter M/s. Tiger Force Security Services providing the security services in AUD</p>		
		<p>6. Before making monthly bill payment to M/s. Tiger Force Security Services, the Ambedkar University Delhi has not ensured the submission of Bio Metric Attendance of security personnel's</p>		

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			<p>deployed at AUD.</p> <p>Necessary steps should be taken to remove the above mentioned irregularities and ex-post facto approval of competent authority may also be obtained to regularize the payment made to both the security agencies till date, after due verification of records, under intimation to audit.</p>													
26	2015-16	5	<p>Discrepancies in making payment of Children Education Assistance /Reimbursement of tuition fee. (Ref. Audit Memo No. 15 dated: 17-01-2017)</p> <p>As per instructions contained in office memorandum No. 12011/03/2008-Estt.(Allowance) dated 02.09.2008 issued by Director (P&A), Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training), Govt. of India, re-imburement of tuition fee should be made on the submission of original receipts on the basis of self-certification by the Government servant.</p> <p>During test check of Bills/Voucher pertaining to payment of Children Education Assistance/Re imburement of tuition fee of Ambedkar University Delhi for the financial year 2015-16 the following discrepancies have been noticed:-</p> <table border="1"> <thead> <tr> <th>S. No.</th> <th>Name & Designation</th> <th>Vr. No. & Date</th> <th>Name & Class of children</th> <th>Amount Paid</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Dr. Mansi Thapiyal Navani (Assistant Professor)</td> <td>E-2173 dated 21.03.16</td> <td>Gargi Navani (III)</td> <td>18,000/-</td> <td>1. Original Fee receipts not shown to audit.</td> </tr> </tbody> </table>	S. No.	Name & Designation	Vr. No. & Date	Name & Class of children	Amount Paid	Remarks	1	Dr. Mansi Thapiyal Navani (Assistant Professor)	E-2173 dated 21.03.16	Gargi Navani (III)	18,000/-	1. Original Fee receipts not shown to audit.	<p>1.The reimbursement of children education assistance is in order since Dr, Mansi Thapiyal Navani was made based on the certificate issued by the school and self attested by her (Copy enclosed)</p> <p>The para may please be dropped.</p>
S. No.	Name & Designation	Vr. No. & Date	Name & Class of children	Amount Paid	Remarks											
1	Dr. Mansi Thapiyal Navani (Assistant Professor)	E-2173 dated 21.03.16	Gargi Navani (III)	18,000/-	1. Original Fee receipts not shown to audit.											
			<p>Necessary steps should be taken to remove the above mentioned discrepancies, after due verification, under intimation to Audit.</p> <p>Other similar type of cases may also be reviewed under intimation to Audit.</p>													

Sl. No.	Year	Para No.	Description of Para	Reply
27	2015-16	7	7 Irregular expenditure incurred on Printing & Stationery (Ref. Audit Memo No. 17 dated: 20-01-2017)	NO CAHANGE
			<p>During test check of financial statement/record of Ambedkar University Delhi for the financial year 2015-16 pertaining to expenditure incurred on Ptg. & Stationery, the following irregularities have been noticed:-</p> <p>As per Delegation of Financial Power Rules issued vide office memorandum No. F.8/3/2010-AC/usfa/41-44 by Finance (Accounts) Department, Govt. of NCT of Delhi, Administrative Secretaries have power to incur an expenditure of Rs. 10,00,000/- per annum, on Printing and Binding, if the job is executed locally.</p>	<p>It is submitted that being an institution of higher learning, the Ambedkar University Delhi has to undertake the following activities, which requires use of considerable quantity of stationery:</p> <p>(a) Requirement of stationery for teaching-learning activities involving approximately 2000 students in two campuses of AUD.</p>
			<p>AUD has incurred an expenditure of Rs. 32,79,059/- on Printing & Stationery during the financial year 2015-16 without the concurrence of Finance Department, Govt. of Delhi, which is irregular.</p> <p>Necessary steps should be taken to remove the above mentioned shortcomings and also obtain ex-post facto sanction of Finance Department, Govt. of Delhi to regularize the payment of Rs. 32,79,059/- on account of Printing & Stationery, under intimation to audit.</p>	<p>(b) Printing of Admission Brochures, Bulletin of Information and Flyers of nine schools of AUD.</p> <p>(c) Printing of Annual report.</p> <p>(d) Printing/ photocopying of case studies, other training material, huge quantity of question papers and answer sheets.</p> <p>(e) Printing of mark sheets and degrees in special quality paper.</p> <p>(f) Printing of proposals, minutes of the Board of Management, various statutory committees etc for dissemination to a large number of stakeholders.</p> <p>(g) Requirement of stationery for nine Schools, six Centers and a number of Divisions/ offices.</p> <p>3. Unlike in typical Government offices/ departments, the requirement of stationery items in an educational institution of higher learning is huge. Therefore, an expenditure of Rs 32,79,059 was incurred on purchase of stationery in year 2015-16.</p> <p>4. In the Gazette Notification No. F.14(12)/LA-</p>

				2007LI/07/5297 dated 31 Aug 2007, vide which "the Bharat Ratna Dr B R Ambedkar Vishwavidyalaya Act, 2007 Delhi Act 9 of 2007" was notified, Clause 5 (f) stipulates that one of the objects of the University is to publish periodicals, treatises, studies books, reports, journals and other literature. Hence, the above expenditure has been incurred in pursuance of the aforesaid objectives.
28	2015-16	8	Irregular payment of Honorarium to staff amounting to Rs. 4,29,323/- (Ref. Audit Memo No. 02 dated: 04-01-2017)	
			<p>As per office memorandum number F.8/3/2010-AC/usfa/41-44 dated 12.03.2015 issued by Finance (Accounts) Department, Government of NCT of Delhi regarding delegation of financial powers to HODs and Administrative Secretaries of Department of Govt. of NCT of Delhi, the power to sanction Honorarium from Public Exchequer vest with Finance Department, Govt. of NCT of Delhi.</p> <p>During the course of audit of Ambedkar University Delhi for the period from 01.04.2015 to 31.03.2016 it has been observed that the University has granted Honorarium to its staff amounting to Rs. 4,29,323/- without the approval of Finance Department, Govt. of Delhi which is irregular.</p> <p>Necessary steps should be taken to obtain ex-post facto sanction of Finance Department, Govt. of Delhi to regularize the payment of Honorarium to staff, amounting to Rs. 4,29,323/- under intimation to audit.</p>	<p>The University is required to hold several Academic and Selection Committee Meetings as a part of the functioning of the University under the Act. Various outside experts are invited to attend such meetings and they are paid sitting fees which are consider as Honoraria on the rates prescribed by the UGC and BoM. Hence, the para may be dropped.</p> <p>Rs. 429323/- has been made to the external experts as Sitting Fee for conducting Interviews during the Selection Committee in the Financial Year 2015-16 with the prior approval of the Competent Authority. This may not be treated as normal honorarium to staff. The above facts may be verified at the time of audit.</p>
29	2015-16	9	Non-settlement of advances amounting to Rs. 3,80,36,153/- (Ref. Audit Memo No. 03 dated 04.01.2017)	
			As per Rule amount withdrawn are to be settled within one month from the date of draw of such advances. Further Rule 162(b)(i) of Receipt and Payment Rules-1983 stipulates that "no officer disbursing these advances should be allowed to draw a second abstract bill without producing a detailed bill to account for the amounts already disbursed from the last advance taken, any balance left being at the same time refunded. In no case, should the submission of the detailed bill be	PWD Advances are adjusted from time to time on receipt of Utilization Certificate.

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		delayed by the end of the month following that in which the advance was drawn."																						
		<p>During the course of audit of financial statement of Ambedkar University Delhi for the financial year 2015-16 it has been observed that advances amounting to Rs. 3,80,36,153/- as per detail given below, has not adjusted as yet:-</p> <table border="1"> <thead> <tr> <th>S No.</th> <th>Description</th> <th>Amount of Advance</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Advances to PWD</td> <td>3,64,35,685/-</td> <td>Annexure "A"</td> </tr> <tr> <td>2</td> <td>Advance from Earmark Fund</td> <td>15,32,968/-</td> <td>Annexure "B"</td> </tr> <tr> <td>3</td> <td>Advance to suppliers</td> <td>67,500/-</td> <td>Annexure "C"</td> </tr> <tr> <td></td> <td>TOTAL</td> <td>3,80,36,153/-</td> <td></td> </tr> </tbody> </table> <p>Necessary steps should be taken to settle/recover these advances, after due verification, under intimation to audit.</p>		S No.	Description	Amount of Advance	Remarks	1	Advances to PWD	3,64,35,685/-	Annexure "A"	2	Advance from Earmark Fund	15,32,968/-	Annexure "B"	3	Advance to suppliers	67,500/-	Annexure "C"		TOTAL	3,80,36,153/-		<p>1.Out of Rs.3.64 crores AUD has received refund of Rs.56.50 lakhs ..</p> <p>2.i Rs.1,20,000 issued to Ms. Sumangala Damodaran has been adjusted.</p> <p>2.ii Rs.60,700/- given to PWD on 19.05.2015 has been received back.</p> <p>2.iii Rs.13,52,268 given to NIH consultancy for undertaking study of Hydrological Survey on 18.08.2015 adjusted in 2017-18 as utilization certificate received.</p> <p>3 Advance to supplier The amount of Rs.67500/- given to M/S Emerald Group Publishing (India) Pvt. Ltd. On 25.02.106 has been adjusted in March 2017.</p>
S No.	Description	Amount of Advance	Remarks																					
1	Advances to PWD	3,64,35,685/-	Annexure "A"																					
2	Advance from Earmark Fund	15,32,968/-	Annexure "B"																					
3	Advance to suppliers	67,500/-	Annexure "C"																					
	TOTAL	3,80,36,153/-																						

Sl. No.	Year	Para No.	Description of Para	Reply
30		11	<p>Non-Production of Record (Ref. audit memo No. 1(a) dated 03.01.17 & 08 dated 10.01.17)</p> <p>The following records not produced to audit. The same may please be shown to next audit:-</p> <ol style="list-style-type: none"> 1. Spouse information provided in r/o 07 employees only. 2. Income Tax/TDS record of Non Teaching Staff. 3. Details of record pertaining to Library e.g. missing library books, delay in returning books, fine/charges collected on these accounts, and annual physical verification report of library books. 	All records are available these can be verified.
31	2016-17	Tan-1	<p>MEMORANDUM OF UNDERSTANDING (Ref. audit memo No. 06 dated 09.01.2017)</p> <p>Ambedkar University Delhi is being funded by the Department of Higher Education, Govt. of NCT of Delhi with annual assistance of 63.17 Crores during the financial year 2015-16. As per clause 6 of the Finance (Accounts) Department, Government of Delhi's order number F.12/3/2010-AC/dsfa/DS-III/914-921 dated 18.07.2011 all the Autonomous Bodies/Grantee Institutions having budgetary support of more than 5.00 crore per annum from the Government are required to enter into a Memorandum of Understanding (MOU) with the Administrative Department. In this case, no Memorandum of Understanding (MOU) has been entered with Department of Higher Education, Govt. of NCT of Delhi by the Ambedkar University Delhi.</p> <p>Grant in Aid of Rs. 63.17 Crore to Ambedkar University Delhi, during financial year 2015-16 thus attracts the compliance of the above provisions by the Ambedkar University Delhi.</p> <p>Necessary steps should be taken to formulate the Memorandum of Understanding by the Ambedkar University Delhi with Department of Higher Education, Govt. of NCT of Delhi under intimation to audit. The same observation was raised in the earlier audit report for the period 2014-15.</p>	A draft MOU is being sent to DHE through Plannign Division, AUD for obtaining their concurrence before placing before the BoM of AUD.

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Sl. No.	Year	Para No.	Description of Para	Reply
32	2016-17	01	Irregular payment of Honorarium amounting to Rs.2,39,807 (Ref. audit memo No.04 dated 18.12.2017)	
			<p>As per office memorandum number F.8/3/2010-AC/usfa/41-44 dated 12.03.2015 issued by Finance (Accounts) Department, Government of NCT of Delhi regarding delegation of financial powers to HODs and Administrative Secretaries of Department of Govt. of NCT of Delhi.</p> <p>During the course of audit of Ambedkar University Delhi for the Financial year 2016-17 it has been observed that the AUD has made payment of Honorarium to its staff/guests lecturer etc. amounting to Rs.1,94,807/- without the approval of Finance Department, Govt of Delhi which is irregular.</p> <p>On checking of some paid vouchers it has been observed that an amount of Rs.45,000/- has also been paid by AUD to its staff towards honorarium vide voucher number 1172 dated 07.10.16 but the same has been booked under office contingencies head.</p> <p>AUD vide its reply has informed that an amount of Rs.1,94,807/- has been paid as honorarium to staff /guests lecturer and payment is being made to guest lectures as per norms of UGC. It has also been informed by AUD that as far the booking of honorarium of Rs.45,000/- is concerned the same shall be rectified in the current annual accounts with the approval of the Competent Authority. The reply is not tenable.</p> <p>Necessary steps should be taken to obtain ex-facto sanction of Finance Department ,Govt. of Delhi to regularize the payment made to staff/guests lecturers etc. towards Honorarium amounting to Rs.2,39,807/- under intimation to audit. Other payment on account of honorarium booked under office contingencies head may also be taken into account for similar action.</p>	<p>As regards to this point, it is clarified that the payment of Rs.1,94,807/- has been made to the external experts as Sitting Fee for conducting Interviews during the Selection Committee in the Financial Year 2016-17 with the prior approval of the Competent Authority. Further, it may be mentioned that the Division had not paid honorarium to its staff/guests lecturer etc.</p> <p>The amount paid is sitting fee and not honorarium.</p> <p>Rs. 45,000/- honorarium paid to staff has been booked under Office Contingency during 2016-17. The observation of audit is correct. In future care will be taken to avoid such mistakes. Since both are revenue expenditure there is no effect on the accounts. In view of this no rectification entry not made. Audit para may please be drop</p>
33	2016-17	02	Irregularity in payment of medical reimbursement to staff (Ref. audit memo No.05 dated 18.12.2017)	
			<p>Under Delhi Govt. Health Scheme, Government employee can become its member by paying subscription as per rule and get due benefits. Vide Director Health Services, Directorate of Health Services, GNCT of Delhi clarification No.F.25(III)/DGEHS/140/DHS/09/44413-18 dated 28.08.2010 subscription of DGEHS was revised on the basis of grade pay w.e.f. 01.08.2010. As per Department of Health & Family Welfare OM No.F.342/52/2006/H&FW/29609-29812 dated 25.10.2012. "Autonomous bodies fully funded by Delhi Govt. may opt for Delhi Govt. Employees</p>	<p>The payment of Medical Expenses has been reimbursed to the staff as per Medical Policy of AUD as approved by the BoM.</p>

Sl. No.	Year	Para No.	Description of Para	Reply
			<p>Health Scheme."</p> <p>During the course of audit of Ambedkar University Delhi for the financial year 2016-17 it has been observed that AUD reimbursed medical expenses of Rs.10,41,237/- to its staff without deducting any DGHS contribution from the staff members which is irregular.</p> <p>AUD vide its reply has informed that DGEHS has already deny to cover the employees under its scheme vide there letter no.F25(III)/DGEHS/292/DHS/2014-15/27 dated 27.04.15 stating that the scheme is for Delhi Govt. employees only. It has further informed that AUD notified Medical Rules 2016 on the lines and are in conformity with the Rules of DGEHS vide its notification No.AUD12(2)/2017/Admn/121 dated 27.02.17.</p> <p>However, AUD is not deducting any subscription/contribution from staff members towards DGHS/Medical Scheme and has also extended the scheme/facility to contractual employees which is not in order. Further, extending the facility of Medical Scheme to retired employees without deducting any subscription/contribution from them is also not in order, such , the reply submitted by AUD is not tenable.</p> <p>Necessary steps should be taken to withdraw the medical scheme from contractual employees immediately, start deducting subscription /charges at least as per DGHS rates from regular employee/retiree, the existing medical scheme of AUD may be revised in consultation with Administrative Department/Finance Department , Govt. of NCT of Delhi after verification, under intimation to audit.</p> <p>The medical re-imburement claim paid to staff till 2016-17 may be worked out. The entire amount reimbursed to staff may be recovered from them or it may be regularised from Finance Department, Govt. of NCT of Delhi through Administrative Department.</p>	
34	2016-17	03	Cash Security /Fidelity Bond of Cashier (Ref. audit memo No.18 dated 29.12.2017)	
			As per Rule 275 of GFR, 2005 every Government Servant, whether Gazetted or Non Gazetted, who is entrusted with the custody of cash or stores, shall required to furnish security.	Fidelity Bond from Cashier is being taken.

Sl. No.	Year	Para No.	Description of Para	Reply														
			<p>Further, as per Rule 275(3) of GFR 2005, in case where he said security furnished in the Form of Cash, the Security Bond should be executed in Form GFR -30, in case where the said security is furnished in form of fidelity bond, the security bond should be in Form GFR-31</p> <p>During the course of audit of Ambedkar University Delhi it has been observed that Cash Security/Fidelity bond documents have not been obtained from the cashier, which is irregular and violation of provisions of GFR.</p> <p>AUD vide its reply has submitted copy of fidelity guarantee which is valid upto 17.05.2016. AUD has paid Cash handling allowance of Rs.7500/- to its cashier during financial year 2016-17. As such, payment of CHA amounting to Rs.6534/- for the period from 18.05.16 to 31.03.17 is irregular.</p> <p>Necessary steps should be taken to obtain cash security/fidelity bond from cashier and also to either recover the amount of Rs.6534/- from Cashier or obtain ex post facto approval of Finance Department, Govt. of NCT of Delhi to regularize the payment made to Cashier amounting to Rs.6534/- during the financial year 2016-17 towards Cash Handling allowances after due verification, under intimation to audit.</p>															
35	2016-17	04	Irregular HRA rebate for rent paid over Rs. 1.00 lac paer annum (Ref. audit memo No.07 dated 20.12.2017)															
			<p>As per provisions of Income Tax Rule, for availing HRA rebate for rent paid above Rs.1.00 lac per annum, the individual has to submit rent receipt along with copy of PAN of land lord/owner but it has been observed that Ambedkar University Delhi given HRA rebate to their employee on the basis of rennet receipt/agreement only wh;ivch is irregular. Some instances have been given hereunder where the individual has not furnished the Rent receipt/ciopy of PAN of land lord/owner.</p> <table border="1"> <thead> <tr> <th>S.NO</th> <th>Name and Designation</th> <th>Total Rent paid</th> <th>Rebate of HRA allowed</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Dr. Honey Oberai Vahali, Professor</td> <td>2,43,000</td> <td>69,443</td> <td rowspan="2">As per the rent receipt the amount of monthly rent paid, PAN of landlord, flat No., Floor Number, period of rent receipt submitted &</td> </tr> <tr> <td>2.</td> <td>Dr. Diamond Oberoi Vahali, Associate Professor</td> <td>2,43,000</td> <td>83,437</td> </tr> </tbody> </table>	S.NO	Name and Designation	Total Rent paid	Rebate of HRA allowed	Remarks	1.	Dr. Honey Oberai Vahali, Professor	2,43,000	69,443	As per the rent receipt the amount of monthly rent paid, PAN of landlord, flat No., Floor Number, period of rent receipt submitted &	2.	Dr. Diamond Oberoi Vahali, Associate Professor	2,43,000	83,437	It is observed that property is in joint name and rent receipt has been issued separately by husband and wife to minimize their tax liability.
S.NO	Name and Designation	Total Rent paid	Rebate of HRA allowed	Remarks														
1.	Dr. Honey Oberai Vahali, Professor	2,43,000	69,443	As per the rent receipt the amount of monthly rent paid, PAN of landlord, flat No., Floor Number, period of rent receipt submitted &														
2.	Dr. Diamond Oberoi Vahali, Associate Professor	2,43,000	83,437															

Sl. No.	Year	Para No.	Description of Para	Reply												
			<table border="1" data-bbox="383 247 1420 584"> <tr> <td></td> <td></td> <td></td> <td>address are identical. However, the name of landlord of Dr. Honey Oberai is Ravinder Singh Anand and name of landlord of Dr. Diamond Oberai is Sharan Kaur. DDO to carefully scrutinise the case.</td> </tr> <tr> <td>3.</td> <td>Preeti Sampat,</td> <td>Asstt. Professor</td> <td></td> </tr> </table> <p data-bbox="376 616 1426 793">Necessary steps should be taken to remove the above mentioned discrepancies. In case due to above mentioned shortcomings, the necessity to revised Income Tax Calculation arises the same may be done and balance tax due, if any (with interest) may be recovered from the concerned officer/officials after due verification, under intimation to audit. Other similar type of cases may also be reviewed under intimation to audit.</p>				address are identical. However, the name of landlord of Dr. Honey Oberai is Ravinder Singh Anand and name of landlord of Dr. Diamond Oberai is Sharan Kaur. DDO to carefully scrutinise the case.	3.	Preeti Sampat,	Asstt. Professor						
			address are identical. However, the name of landlord of Dr. Honey Oberai is Ravinder Singh Anand and name of landlord of Dr. Diamond Oberai is Sharan Kaur. DDO to carefully scrutinise the case.													
3.	Preeti Sampat,	Asstt. Professor														
36	2016-17	05	Irregular expansion of number of security guards by AUD (Ref. audit memo No.08 dated 21.12.2017)													
			<p data-bbox="376 962 1426 1141">During the course of audit of Ambedkar University Delhi for the financial year 2016-17 it has been observed that M/S Tiger Force Security Services, K-316, IInd Floor, Lado Sarai, New Delhi-30 has been awarded the work of providing security services for AUD, Kashmere Gate, Delhi vide letter number AUD/Admn/i-10(118)/Security Services/2015/19027 dated 08.06.2015. As per award letter the agency has to provide security personnel at Kashmere Gate Campus under:</p> <table border="1" data-bbox="383 1172 1420 1303"> <tr> <td>1</td> <td>Supervisor (Skilled)</td> <td>03</td> </tr> <tr> <td>2.</td> <td>Gunman (Skilled)</td> <td>01</td> </tr> <tr> <td>3.</td> <td>ESM Security Guard (Semi skilled)</td> <td>29</td> </tr> <tr> <td>4.</td> <td>Non-ESM Security Guard (unskilled)</td> <td></td> </tr> </table> <p data-bbox="376 1334 1426 1386">AUD vide its letter dated 28.03.2016 deployed 06 additional security guards at its Rohini site w.e.f. 01.04.2016 and vide its letter dated 29.04.2016 deployed 09</p>	1	Supervisor (Skilled)	03	2.	Gunman (Skilled)	01	3.	ESM Security Guard (Semi skilled)	29	4.	Non-ESM Security Guard (unskilled)		<p data-bbox="1444 962 2145 1052">A complete proposal for engagement of Security Guards in AUD at different campus has been sent to DHE for administrative approval and expenditure sanction.</p>
1	Supervisor (Skilled)	03														
2.	Gunman (Skilled)	01														
3.	ESM Security Guard (Semi skilled)	29														
4.	Non-ESM Security Guard (unskilled)															

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Sl. No.	Year	Para No.	Description of Para	Reply
			<p>additional security guards at its Dheerpur site w.e.f. 01.05.2016 through Tiger Security Services without the approval of Finance Department, Govt. of NCT of Delhi.</p> <p>As per office memorandum number F.8/3/2010-AC/usfa/41-44 dated 12.03.2015 issued by Finance (Accounts) Department, Government of NCT of Delhi regarding delegation of financial powers to HODs and Administrative Secretaries, the Administrative Secretaries have full powers to engage the security & sanitation services on outsource basis, however, the approval of FD is required at first time with reference to number of person to be engaged or outsource basis. As such, the expansion of number of security guards by AUD without the approval of Finance Department, Govt. of NCT of Delhi is irregular.</p> <p>Necessary steps should be taken to obtain ex-post facto approval of Finance Department, Govt of Delhi to regularize the expansion of number of security guards by AUD for Rohini and Dheerpur site after due verification, under intimation to audit.</p>	
37	2016-17	6	<p>Irregular payment of monthly conveyance allowance (Ref. audit memo No.10 dated 22-12-2017)</p>	
			<p>As per Delegation of Financial Power Rules issued vide office memorandum No.F.8/3/2010-AC/USFA/41-44 dated 12.03.2015 by Finance (Accounts) Department, Govt. of NCT of Delhi, HODs have been delegated power to incur expenditure of Rs.1,000/- per month per person towards conveyance allowance and the Administrative Secretaries have power to incur expenditure of Rs.3000/- per person.</p> <p>Further, as per abstract of sub para (a) of para 19 of Government order number F.12/3/2010-AC/dsfa/DSIII/914-921 dated 18.7.2011, issued by Finance (Accounts) Department, Govt. of NCT of Delhi, pertaining to instructions & guidelines regarding Expenditure Management in Autonomous Bodies/Grantee Institutions etc. "the pay scale, allowances etc, shall not be higher than those applicable to similar categories of employees in this Government."</p> <p>During the course of test audit of some vouchers pertaining to payment of conveyance allowance to staff, it has been observed that AUD has allowed re-imbusement of conveyance allowance to its staff beyond its power delegated by Finance Department,</p>	<p>Since AUD is working with very thin staff. Every year University is expanding and work load of staff is increasing day by day. In order to meet the dead lines staff has to work very late and even come on holidays. They are being reimbursed conveyance and refreshment as per the BoM decision.</p>

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			Govt. of NCT of Delhi as per detail given hereunder:																																																																															
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			<p>From the above table it may be seen that AUD has reimbursed excess conveyance allowance charges to its staff. Shri M.R.Kapoor, Consultant (Hostel) and Shri Ajay Kumar Thakur, Jr. Executive has been reimbursed conveyance allowance of Rs.13,000/- and Rs.4,500/- for the month of Feb.2017 and Jan , 2017 respectively.</p>																																																																															

Sl. No.	Year	Para No.	Description of Para	Reply
			<p>AUD vide its reply has informed that AUD is running shortage of staff in each cadre. Extra duties are required to be performed for the smooth functioning of the university. As such a proposal was moved in the meeting of the BoM in this regard and on the recommendation of BoM the conveyance is being paid to staff as per their directives. The reply of AUD is not tenable.</p> <p>Necessary steps should be taken to work out the excess conveyance allowance paid to staff by the AUD till 31.03.2017 and also to regularize the same from Finance Department of Govt. of NCT of Delhi, through Administrative Department after due verification under intimation to audit.</p>	
38	2016-17	7	Irregular expenditure on Printing & Stationery (Ref. audit memo No.11 dated 22.12.2017)	No change
			<p>As per Delegation of Financial Power Rules issued vide office memorandum No.F.8/3/2010-AC/usfa/41-44 dated 12.03.2015 by Finance (Accounts) Department, Govt of NCT of Delhi, Administrative Secretaries have power to incur an expenditure of Rs.10,00,000 per annum, on Printing and Binding, if the job is executed locally.</p> <p>During the course of audit of financial statement/record of Ambedkar University Delhi for the financial year 2016-17 pertaining to expenditure incurred on Printing & Stationery has been observed that AUD has incurred an expenditure of Rs.21,61,454/- on Printing Stationery during the financial year 2016-17 without the concurrence of Finance Department Govt. of Delhi, which is irregular.</p> <p>Necessary steps should be taken to regularize the payment made towards Printing & Stationery amounting to Rs.21,61,454/- from Finance Department, Govt of NCT of Delhi through Administrative Department after due verification, under intimation to audit.</p>	Same reply as at Para 27 above for the year 2015-16.
39	2016-17	8	Irregular payment of Hiring of vehicle. (Ref. audit memo No.12 dated 26.12.2017)	
			As per office memorandum number F.20/50-AC/189-238 dated 10.12.2015 issued by Finance (Accounts) Department, Government of NCT of Delhi which was also addressed to all Executive Heads of Autonomous/Statutory Bodies/Grantee Institutions etc regarding Hiring of vehicles for office use, the Administrative Secretaries have full	The proposal for ex-facto approval from 2008-09 to 2017-18 has been sent to DHE.

Sl. No.	Year	Para No.	Description of Para	Reply
			<p>powers to incur expenditure subject to the following conditions:</p> <p>(a) that for each vehicle expenditure should not exceed Rs.35,000/- per vehicle per month for Non-AC vehicles and Rs.45,000/- per vehicle per month for AC vehicles and</p> <p>(b) The prior approval for the number of vehicles to be hired should be obtained from Finance Department, Govt of NCT of Delhi at the beginning of financial year.</p> <p>Further, the following parameters should also be fulfilled before incurring expenditure towards hiring vehicles for office use:-</p> <p>(a) The vehicles shall be hired only for entitled officers (i.e. the officers who are working in PB-4 Rs.37400-67000+Grade Pay Rs.10000/- and above) in case government vehicles/staff cars are not available with the department.</p> <p>(b) In case the Department wants to hire vehicles for non-entitled officers in view of functional requirements, the Department shall seek the prior approval of Finance Department, Govt. of NCT of Delhi with proper justification.</p> <p>(c) The Departments shall ensure that the officers , who are allotted the hired vehicles, do not draw transport allowance.</p> <p>(d) The departments shall ensure that the hired vehicles are used for the purpose for which the same are hired.</p> <p>(e) The Department shall enforce strict economy in government expenditure. The expenditure per vehicle shall not exceed the limit prescribed by the Finance Department, Govt. of NCT of Delhi from time to time.</p>	
			<p>During the course of audit it has been observed that AUD has incurred an expenditure of Rs.40,94,603/- on hiring of vehicles during the financial year 2016-17.</p> <p>On test check of some bills/vouchers pertaining to payment of hiring of vehicles to DTTDC, it has been revealed that AUD has made payment for hiring of vehicle as per detail given hereunder:</p>	

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Sl. No.	Year	Para No.	Description of Para						Reply	
			S NO	Voucher No.	Bill No. & Date	Period	Vehicle No.	Amount		
			1	E-367 dated 17.05.2016	4359 dated 24.02.16	Jan 2016	DL-1Y-2243	66125/-		
				-d0-	4360 dated 24.02.16	Jan 2016	DL-1Y 2240	41368/-		
				-do-	4361 dated 24.02.16	Jan 2016	DL-1Y-2244	42346/-		
				-do-	4403 dated 31.03.16	Jan 2016	DL-1Y 850	61821/-		
				-do-	4363 dated 24.02.16	Jan 2016	DL-1Y-2242	40998/-		
				-do-	4378 dated 15.03.16	Feb 2016	DL-1Y-2243	66125/-		
				-do-	4380 dated 15.03.16	Feb 2016	DL-1Y 2240	42108/-		
				-do-	4379 dated 15.03.16	Feb 2016	DL-1Y 2244	40998/-		
				-do-	4404 dated 31.03.16	Feb 2016	DL-1Y 850	54605/-		
				-do-	4405 dated 31.03.16	March 2016	DL-1Y 2243	66125/-		
				-do-	4407 dated 31.03.16	March 2016	DL-1Y 2240	41553/-		
				-do-	4408 dated 31.03.16	March 2016	DL-1Y 2244	40998/-		
				-do-	4406 dated 31.03.16	March 2016	DL 1Y 850	64996		
					Total			6,70,166/-		
			2.	E-1243 dated 20.10.16	4584 dated 28.09.16	Aug 2016	DL-1Y-2244	41075/-		
				-do-	4585 dated 28.09.16	Aug. 2016	DL 1Y 850	63602/-		
				-do-	4587 dated 28.09.16	Aug 2016	DL 1Y 2240	41923/-		
				-do-	4588 dated 28.09.16	Aug 2016	DL 1Y 2242	66028/-		
				-do-	4591 dated 28.09.16	Aug 2016	DL 1Y 2243	66250/-		
				-do-	4586 dated 19.09.16	Aug 2016	DL 1Y 3132	41075/-		
				-d0-	4590 dated 28.09.16	Aug 2016	DL-1Y 852	62965/-		
					TOTAL			3,82,918/-		
			The following irregularities have been noticed:							
			1.	The AUD has not observed the instructions contained in the office memorandum number F.20/50/2015-AC/89-238 dated 10.12.2015 issued by						

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Sl. No.	Year	Para No.	Description of Para	Reply							
			<p>Finance Department Govt. of NCT of Delhi with the prior approval of Hon'ble Dy. CM Delhi.</p> <p>2. The monthly expenditure on hiring vehicles has been exceeding the limit fixed by Finance Department, Govt. of NCT of Delhi.</p> <p>3. The place visited by the user has not been mentioned in the log sheet/detail attached with the bills.</p> <p>4. Extra charges for extra hours and extra kilometre have also been paid in some instances.</p> <p>AUD vide its reply has informed that AUD hires vehicle from DTTDC which is an organization under GNCTD and the vehicles are provided to the officers entitled for the same under Govt. Rules & orders i.e. having GP Rs.10,000/- and above. However, concerned officer/faculty will be direct to make the entries in the log book to fulfil the parameters as suggested by Audit. The reply of AUD is not tenable.</p> <p>Necessary steps should be taken to obtain ex-post facto sanction of Finance Department, Govt of NCT of Delhi to regularize the payment made on hiring of vehicles amounting to Rs.40,94,603/- after due verification, under intimation to Audit.</p>								
40	2016-17	09	<p>Non-settlement of advances amounting to Rs.6,07,09,560/- (Ref. audit memo No.14 dated 27.12.2017)</p>								
			<p>As per Rule amount withdrawn are to be settled within one month from the date of drawl of such advances. Further Rule 162(b)(i) of Receipt and Payment Rules -1983 stipulates that "no officer disbursing these advances should be allowed to draw a second abstract bill without producing a detailed bill to account for the amounts already disbursed from the last advance taken, any balance left being at the same time refused. In no case, should the submission of the detailed bill be delayed by the end of the month following that in which the advance was drawn"</p> <p>During the course of test audit of advance register for the period from 01.04.2015 to 31.03.2017 it has been observed that advances amounting to Rs.6,07,09,560/- as per detail given below, have not adjusted, as yet:-</p> <table border="1"> <thead> <tr> <th>S. No</th> <th>S.No of Advance</th> <th>Page No. of</th> <th>Date of sanction</th> <th>Amount</th> <th>Advance drawn by</th> <th>Purpose</th> </tr> </thead> </table>	S. No	S.No of Advance	Page No. of	Date of sanction	Amount	Advance drawn by	Purpose	<p>Advance of Rs.5,44,72,655 given to TPDDL has been adjusted in 2017-18 as utilization certificate received. Other advances are being adjusted shortly.</p>
S. No	S.No of Advance	Page No. of	Date of sanction	Amount	Advance drawn by	Purpose					

Sl. No.	Year	Para No.	Description of Para					Reply
			Register	Advance Register				
1	144	46	23.11.15	900000	EE,CBMD, M 323,PWD	Water proofing treatment		
2	145	46	23.11.15	380000	-do-	-do-		
3	146	46	23.11.15	2024000	-do-	Repair & Renovation of Media Centre		
4	149	46	26.11.15	1058000	EE, Electricals, B-141,PWD	Construction of Boundary Wall & lighting arrangement		
5	167	48	18.01.16	878000	-do-	Lighting arrangement at Rohini Campus		
6	189	50	20.02.16	50795044	TPDDL	Shifting of 33KV HT wire		
7	190	50	20.02.16	3677611	-do-	Shifting of 11 KV HT wire		
8	68	61	31.05.16	70000	Centre for Training & Social Research	Prof. Dev. of Faculty and staff		
9	123	66	22.08.16	4000	IICC	Membership		
10	155	68	17.09.16	36426	ICSIL	Payment of contractual employees		
11	189	71	28.10.16	2650	Bidhan Chand Dass	New Initiatives		
12	220	74	06.12.16	10000	The Kohima Institute	Seminar/workshop		
13	239	76	03.01.17	26745	Debal C Kar	Purchase of Books		
14	258	78	02.02.17	153309	ICSIL	Wages to contractual employees		
15	281	81	06.03.17	5000	Assn. of Municipalities and Development	Prof. Dev of Faculty & staff		
16	282	81	06.03.17	10000	Anita Ghai	Research Project		
17	283	81	17.03.17	638775	EE, M-241, PWD	PWD work		
18	288	82	21.03.17	40000	Sunita Singh	Meeting		
Total				6,07,09,560				

Sl. No.	Year	Para No.	Description of Para	Reply
			Necessary steps should be taken to settle/recover these advances, after due verification, under intimation to audit.	
41	2016-17	10	Irregular expenditure on Office Contingencies (Ref. audit memo No.15 dated 27.12.2017)	
			<p>As per Delegation of Financial Power Rules issued vide office memorandum No.F.8/3/2010-AC/usfa/41-44 dated 12.03.2015 by Finance (Accounts) Department, Govt. of NCT of Delhi, Administrative Secretaries have power to incur an expenditure of Rs.5,00,000/- per annum, on contingent expenditure (unspecified items-recurring)</p> <p>During the course of audit of financial statement/record of Ambedkar University Delhi for the financial year 2016-17 pertaining to expenditure incurred on Office Contingencies it has been observed that AUD has incurred an expenditure of Rs.31,05,300/- on office contingencies during the financial year 2016-17 without the concurrence of Finance Department, Govt of Delhi, which is irregular.</p> <p>AUD vide its reply has informed that the head wise budget of the university is approved by the DHE each year and according the expenditure is incurred. The reply submitted by AUD is no tenable.</p> <p>Necessary steps should be taken to regularize the payment made towards Office Contingencies amounting to Rs.31,05,300/- from Finance Department, Govt. of NCT of Delhi after due verification, under intimation to audit.</p>	Expenditure on this head has been reduced in the FY 2017-18 and further efforts will be made to reduce the expenditure under this head.
42	2016-17	11	Foreign Travel by staff/faculty members of AUD without the concurrence of Government (Ref. audit memo No.16 dated 28.12.2017)	
			<p>As per CCS conduct Rules prior clearance from Government must be obtained for any foreign travel by any Govt. servant. During the course of audit of Ambedkar University Delhi for the financial year 2016-17 it has been observed that a number of staff/faculty of AUD visited abroad without the concurrence of Government, which is violation of CCS Conduct Rules.</p> <p>Necessary steps should be taken to obtain ex post facto approval of Govt. of NCT of Delhi to regularize the foreign travel by the staff/faculty of AUD.</p>	<p>(D) Travel abroad by faculty members are solely for attending conferences (of academic repute) to present papers accepted for the purpose. This is one ways of professional development of faculty. Decision in this regard are based on academic criteria.</p> <p>This issue was discussed in the 12th Finance Committee meeting held on 14th July 2015 and the committee suggested that the matter be taken up with the DHE to delegate relevant power to the Vice Chancellor of AUD, stating the policy and procedure</p>

Sl. No.	Year	Para No.	Description of Para	Reply
				<p>in this regard.</p> <p>Letter has been sent to DHE with the request to delegate powers to VC vide letter No.AUD/1/1-15/Admin/2015-16/706 Dated 9th November 2015.</p> <p>The Travel Grant (financial support) is sanctioned to the faculty members for attending the National/International Conferences/Seminars/Workshops.</p> <p>The Board of Management in its 18th meeting held on 08.10.2015 had resolved to approved the constitution of a Standing Committee on Travel Grants and Professional Development Programmes for examining the proposals received from the faculty members about granting financial support for attending the International Conferences/Workshops/Seminars. The Committee examines and make its recommendations as per AUD regulations/norms which are then placed before the Competent Authority for approval. As and when the proposals are approved by the Competent Authority, the Office Orders are issued to the concerned faculty members.</p> <p>In view of the above facts, the Audit party may be requested to drop the above para.</p>
43	2016-17	12	Excess expenditure incurred on Lunch/refreshment during seminars/conference (Ref. audit memo No.17 dated 28-12-2017)	

Sl. No.	Year	Para No.	Description of Para	Reply								
			<p>As per Delegation of Financial Powers circulated by Finance Department, Govt. of NCT of Delhi vide OM NO.F.8/3/2010-AC/usfa/41-44 dated 12.03.2015 the Head of Department is empowered to incur expenditure of Rs.150/- per head for working lunch with a maximum ceiling of Rs.3,000/- per occasion and Rs.25/- for light refreshment during the meetings/conference/seminars/workshops etc.</p> <p>During the course of test check of voucher number 1341 dated 09.11.2016 and No.1650 dated 02.01.2017 pertaining to payment of Rs.35,100/- & Rs.99,000/- to M/S Bikaner Namkeen Bhanddar and M/S Karachi Caterers respectively for providing light refreshment etc., it has been observed that AUD has not observed instructions of Finance Department, Govt. of NCT of Delhi, which is irregular.</p> <p>Necessary steps should be taken for obtaining ex-post facto sanction from Finance Department, Govt. of NCT of Delhi to regularise the payment made on this account after due verification under intimation to audit.</p> <p>Other similar type of payments may also be taken into account for similar action.</p>	<p>Being an educational institution, meetings/seminars in AUD are a regular feature and most of the time have large number of participants, many of whom are very senior academicians. These meetings/seminars are generally for a whole day, so therefore, provision of tea, refreshments and lunch is required to be made for the participants, for which expenditure limit of Rs.150 per person subject to a maximum ceiling of Rs.3000/- per occasion is not sufficient. Moreover, this ceiling of Rs.150/- has been revised to Rs.500/-</p> <p>Kindly drop the para.</p>								
44	2016-17	13	<p>Non-Production of Record (Ref. record memo No.1,2 dated 11.12.17 & 03.dated 14.12.17)</p>									
			<p>The following records not produced to audit. The same may please be shown in next audit:-</p> <table border="1"> <tr> <td>1.</td> <td>PBR (Manual)</td> </tr> <tr> <td>2.</td> <td>Spouse information provided in r/o 10-12 employees only.</td> </tr> <tr> <td>3.</td> <td>Certificate provided in r/o S.No.4 & only of record memo no.2 dated 11.12.17</td> </tr> <tr> <td>4.</td> <td>Detail of HOD and the powers delegated to him/her</td> </tr> </table>	1.	PBR (Manual)	2.	Spouse information provided in r/o 10-12 employees only.	3.	Certificate provided in r/o S.No.4 & only of record memo no.2 dated 11.12.17	4.	Detail of HOD and the powers delegated to him/her	<p>All records are available the same may please be verified.</p>
1.	PBR (Manual)											
2.	Spouse information provided in r/o 10-12 employees only.											
3.	Certificate provided in r/o S.No.4 & only of record memo no.2 dated 11.12.17											
4.	Detail of HOD and the powers delegated to him/her											

3-Year Action Plan (2017-2020)

The AUD had been operating from its campus in Kashmere Gate where 40 undergraduate, postgraduate and research programmes are on offer. Another campus at Karampura became operational from 2016-17, and will reach its capacity by 2019-20. Another campus at Lodhi Road was handed over to the University in 2017-18 and became operational from 2017-18. The two new campuses – at Rohini (Sector 3) and Dheerpur (Near Model Town and Mukherjee Nagar) may start offering some programmes from 2021-22 onwards. In the next 4-5 years, AUD may be operating out of 5-6 campuses in Delhi.

The student strength, which was about 2000 in 2016-17, is expected to increase approximately to 4500 in 2019-20, and eventually to about 15,000.

3-year Action Plan for 2017-18 to 2019-20

Campus	2017-18			2018-19			2019-20		
	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools
<i>Kashmere Gate</i>	2250	37	12	2250	38	12	2250	38	12
<i>Karampura</i>	600	8		1100	10		1500 250*	13	
<i>Lodhi Colony</i>	150	2		150 100*	2		350 150*	5	
Total	3000	47		3600	50		4500	56	

The 3-Year Action Plan involves consolidating the existing programmes and expansion in the Karampura and Lodhi Road campuses. The following are the details of expansion plans.

i. Kashmere Gate Campus

The Kashmere Gate campus has reached its capacity; no new programmes (except research programmes) can be initiated. The campus houses 41 programmes, nine Schools and nine Centres. The student and faculty strength in the campus is about 1700 and 140 respectively. Some facilities require redevelopment and renovation to accommodate the existing needs of classrooms, other student related needs, library, and office spaces. With the current state of infrastructure, the only area in which expansion can happen is in continuing education and short-term courses, which can be transacted in the evenings and during weekends / semester breaks.

ii. Karampura Campus

In the Karampura campus, four BA programmes are being restructured and strengthened. In the academic session of 2017-18, the University launched three Bachelor of Vocation (BVoc) programmes and one post-graduate programme (MA in Law, Politics & Society). The campus currently houses three Schools, and the total student and faculty strength is about 600 and 40 respectively. This campus will reach full student capacity of about 2200 by 2020-21. Renovation of existing facilities and construction of new ones will be completed by the end of 2018.

Proposal for Programmatic Expansion in Karampura

Sl#	School / Programme	Cohort size	Total students	Teacher to student ratio	Total faculty position
I. School of Vocational Studies					
1.	BVoc in Retail Management	40	120	1:15	24
2.	BVoc in Tourism and Hospitality	40	120		
3.	BVoc in Early Child Centre Care Management	40	120		
4.	Certificate programme in Retail	35	70*	1:30	5
5.	Certificate programme in Hospitality	35	70*		
			360+140*		31
II. School of Law, Governance and Citizenship					
6.	MA in Law, Politics and Society	55	110	1:15	15
7.	MA in Legal Studies	55	110	1:30	3
8.	Certificate Programme in Legal Aid	45	90*		
			220+90*		18
III. Inter-School collaborative Programmes					
3.	MA in Global Studies	55	110	1:15	37
4.	MA in Urban Studies	55	110		
5.	MA in Public Policy	55	110		
6.	MA in Public Health	55	110		
7.	MA in Science and Technology Studies	55	110		
			550		37
IV. School of Undergraduate Studies					
8.	BA (Hons) in Sustainability Studies	55	165		
9.	BA (Hons) in Law and Politics	55	165		
10.	BA (Hons) in Global and International Studies	55	165		

Sl#	School / Programme	Cohort size	Total students	Teacher to student ratio	Total faculty position
11.	BA (Hons) in Public Health/Policy	55	165		
			660		44
V.	<i>Centre for English Language Education (in collaboration with SoL & SES)</i>				
12.	MA in English Language	55	110	1:15	7
13.	3-month Certificate Programme in ELT	50	100*	1:30	7
			100+100*		14
VI.	<i>General Pool</i>				
14.	Writing Centre				2
15.	Library				3
16.	Sport				1
17.	Psychotherapist				2
	Grand Total		1900+330*=2230		152

*Part-time students

iii. Lodhi Road Campus

The School of Education Studies at AUD envisions a *futuristic* and *innovative model of teacher education* that simultaneously addresses concerns about teachers' subject knowledge and pedagogic understanding informed by ethos of democracy, secularism, equity and justice with care and nurture at its centre.

Some of the *important features of proposed innovative programmes* would be:

1. Holistic approach to think about teacher education with inclusion and equity at the centre
2. Provisions for entry at different entry levels, trains professionals from school teachers at pre-primary stage to teacher educators and interconnects pre-service and in-service
 - (a) Pre-service teacher education programmes: Two defined pre-service teacher education trajectories in the 4-year B.A.B.Ed. programme based on levels of school education
 - i) Pre-primary + primary: To enable a sound foundation in child development, learning, participatory knowledge creation and societal values
 - ii) Upper primary + secondary: To promote robust disciplinary knowledge and higher order skills and abilities
 - (b) 3-year integrated B.Ed.-M.Ed. and 2-year M.Ed. programmes for preparation of teacher educators
3. Break isolation of teacher education institutions from
 - a) University/multidisciplinary environment
 - b) In-service programmes, educational practitioners and communities
 - c) School systems
4. Professionalise teacher education through
 - a) Integration of subject knowledge and pedagogic knowledge
 - b) Intensive internship/ field experience of working in schools in Delhi
 - c) Interface of teaching, research and field experience
 - d) Collaborative engagements with state institutions like DIET, SCERT, schools in Delhi
 - e) Teacher capacity development programmes through in-service, credit based courses and research
 - f) Teacher resource centre
5. Weave research and policy analysis with pre-service and in-service programmes through
 - a) Collaboration with the Centre for Early Childhood Education and Development (CECED)
 - b) Ph.D. Programme
 - c) Faculty research
 - d) Research with and by school teachers

Proposed Programmes to be offered by SES in Lodhi Road campus

SES plans to offer a set of programmes aimed at preparing teachers, teacher educators, administrators and other professionals to address concerns about quality of education, teacher capacities, and systemic challenges of public school system in a holistic manner. It has therefore envisioned offering the following programmes:

Programmes proposed and intake

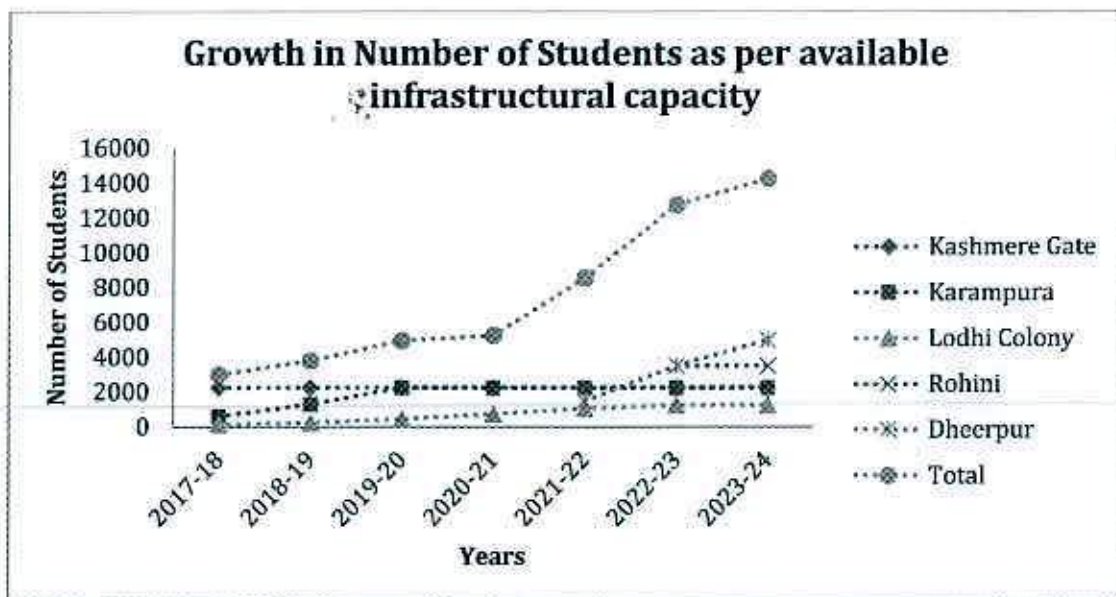
	Programmes	Intake
Pre-Service Teacher Education	4-year integrated B.A. B.Ed. (after class 12)	100*4= 400
Teacher Educator Preparation	3-year integrated B.Ed. M.Ed. (after masters)	50*3 = 150
	2-year M.Ed.	50*2 = 100
Post-Graduate	Revised 2-year M.A. Education	50*2 = 100
	Revised 2-year M.A. Education (ECCE)	50*2 = 100
Research	Ph.D.	30
In-Service and Continuous Teacher Professional Development	Credit based model of certificate, diploma, degree programmes for school teachers and professionals (evening-weekend, summer/ winter schools, blended)	Approx. 500
	Professional Development Work with/at schools	Collaboration with DIET & SCERT
	Research (including action research by teachers and educational practitioners)	
Teacher Resource Centre	Resource development, translation of resources for teachers and professionals, documentation	

The School of Education Studies of AUD is in the process of submitting the proposals to launch the above-mentioned programmes to the NCTE and plan to start these from 2019-20. The renovation of the existing facilities is also expected to be completed by the end of 2018.

The GNCTD has already approved 58 faculty and 51 staff positions for the expansion in the Lodhi Road campuses. Some of these positions will be advertised soon after taking due approval of the Planning Board and Board of Management.

7-year Strategic Plan for 2017-18 to 2023-24

It is anticipated that AUD will operate out of five campuses, including the two new ones, by 2021-22. We also aim to achieve full capacity in all these campuses (excluding Rohini and Dheerpur Phase I). The total student strength will reach close to 14,000 in 2023-24, which also includes part-time students enrolled in short-term courses. These numbers are based on the infrastructural capacity of the campuses. The actual student numbers may be less due mainly to a long gestation time for new programmes, and may be more if AUD's attempts to move into the area of vocational, professional and continuing education successfully takes off.



Scenario 1: The campuses at Kashmere Gate, Karampura and Lodhi Road does not remain with AUD, and the existing programmes in all these campuses move to Dheerpur and Rohini. In this scenario, there is scope for expansion after 2022 till the second phase of Dheerpur comes up. In this case, the student capacity would stabilize at about 8000-10000 by about 2022-23. (plans for this scenario were created and has informed the earlier inputs to the RFP document)

Scenario 2A: AUD retains all the five campuses. Each campuses develops a unique character

The campuses of Dheerpur and Rohini accommodate the existing programmes of Kashmere Gate and Karampura campuses and some more new and similar type of programmes, while Kashmere Gate and Karampura campuses house vocational, professional, social entrepreneurship, continuing education programmes and remain spaces for incubating new ideas. Lodhi Road continues with the existing programmes in teacher education and training.

Table showing capacity of various campuses

Academic Year	2017-18			2018-19			2019-20			2020-21			2021-22			2022-23			2023-24								
Campus	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools	No. of students	No. of progs	No. of Schools						
<i>Kashmere Gate</i>	2250	40	12	2250	40	12	2250	40	12	2250	40	12	2250	40	13	2250	40	13	2250	40	13						
<i>Karampura</i>	600	8		1300	15		2000250*	17		2000250*	17		2000250*	17		2000250*	17		2000250*	17							
<i>Lodhi Colony</i>	150	2		150100*	2		350100*	5		650100*	7		950100*	8		1050200*	8		3000500*	20		1050200*	8	3000500*	20	1050200*	8
<i>Rohini</i>																			1500	15		3000500*	20	3000500*	20	3000500*	25
<i>Dheerpur</i>																			1500	15		3000500*	20	3000500*	20	40001000*	35
Total	3000	50	12	3800	57	12	4950	62	12	6250	64	12	8550	95	13	12750	105	13	14250	125	13						

The total includes students of UG, PG and Research programmes, face to face, split-site, online and blended mode of teaching. Numbers marked '*' denote part-time students enrolled in short-term courses.

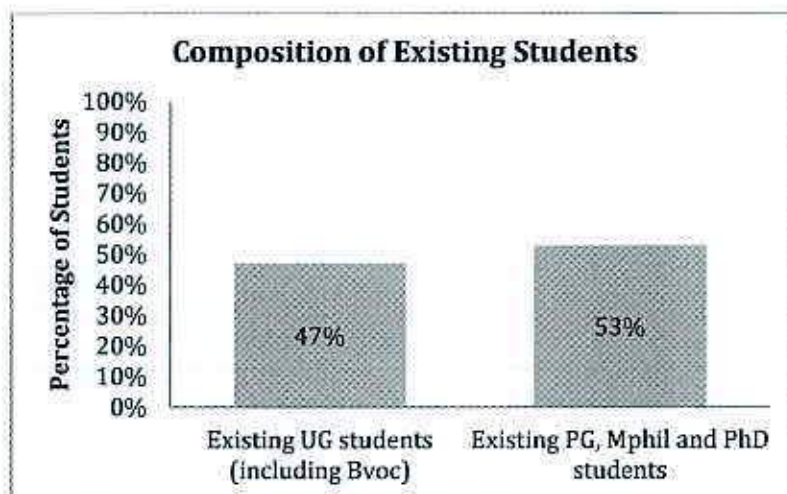
Scenario 2B: AUD retains all the five campuses. Each campus has a variety of programmes

The principle to be adopted for academic planning for each campus is to have a variety of programmes in terms of different levels (UG, PG, Research) as well as different kinds (conventional SS&H, professional and vocational) in each campus.¹ The proportion of these programmes may be different in various campuses. Each campus should maintain both different kinds of programmes as well as a unique combination of programmes. Campuses will try to maintain self-sufficiency, they will be encouraged to share resources and allow student and faculty movement.

Scenario 2A and 2B will require the University to gear up for the huge and sudden expansion from 2021-22 onwards. The following are the underlying broad principles for planning the academic expansions:

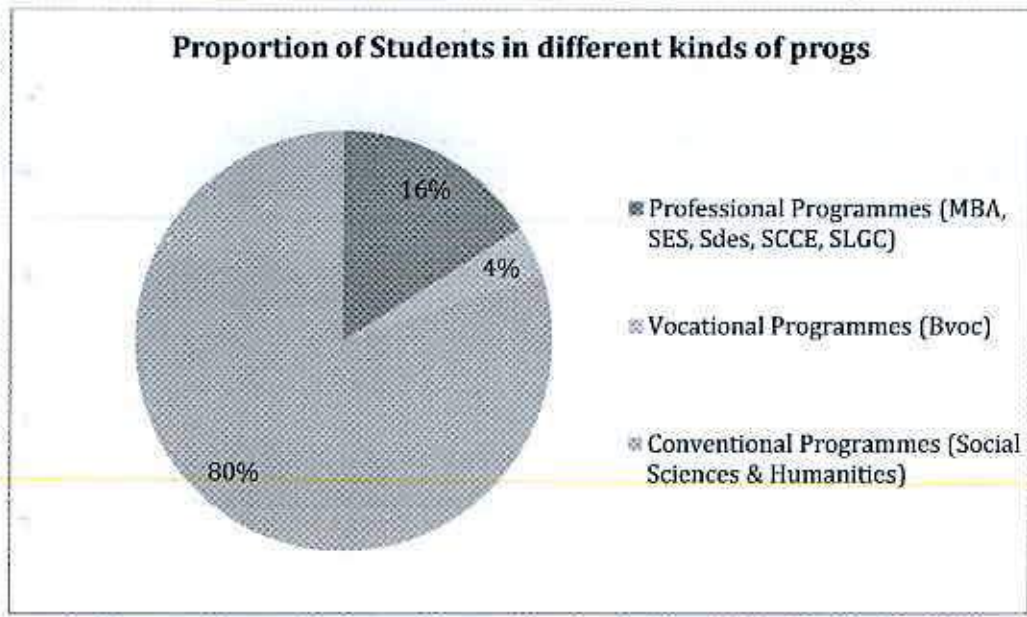
A. Directions for expansion

AUD has until now offered programmes at all levels (undergraduate to research), and in the conventional duration (3-year UG, 1-year PG Diploma, 2-year PG, 2-year MPhil)² as prescribed by the National Education Policy. While the programmes in UG fall largely in the liberal arts domain with a focus on interdisciplinarity, recently some programmes in vocational education have also been introduced. In the PG space too there are a variety – both disciplinary and interdisciplinary areas of social sciences and humanities as well as professional programmes (MBA, MDes, MA Education and ECCE, MA progs of SCCE). In the pre-doctoral level too, some practice-based programmes (Development Practice, Psychotherapy and Clinical Practice) are offered.



¹ An exception to this principle could be in smaller campuses like Lodhi Road where the focus is in professional programmes. Similarly, campuses in rural or peri-urban areas could focus on professional, vocational and continuing education.

² The exceptions to this are the 2½ year MDes and 3-year MPhil in Psychotherapy. The other experiment – a dual major in UG – was discontinued.



The graph clearly shows the tilt of the University towards conventional programmes in the field of social sciences and humanities at all levels (about 80% of the total). Further, at present nothing is offered in the space of continuing education.

One way to expand could be:

- i. to introduce greater variety at all levels, especially in practice-based, professional, vocational and continuing education domains.
- ii. to introduce more variety in programme structures and span – short-term (certificate, diploma), 4-year UG and 5-year integrated programmes in relevant areas of study / vocation.

There is a need for AUD to expand into the area of professional and continuing education. The existing Schools and Centres (including SVS) need to think beyond the conventional degree programmes and offer courses / programmes for professional and adults in relevant field and in existing expertise. These could be offered in face-to-face as well as online / blended mode. These could be offered through the year, including during weekend, summer and winter breaks or during the evenings). These programmes could be credited so as to encourage the teachers (for calculation of their annual workload) and students (who could use these credits to build a programme).

The University is planning to create a special purpose vehicle – Centre for Professional and Continuing Education – to facilitate the process for the existing Schools and Centres. These programmes could be financially self-sustaining except for AUD supporting it with skeletal HR structure and space.

Innovation could also be introduced in terms of pedagogic practices, especially in terms of use of technology.

B. Institutional structures to ensure incubation and implementation of programmatic ideas

To realize the above plans it is imperative that the University creates facilitative conditions to encourage ideation and implementation of new and innovative ideas. While the School / Programme teams may have some vision about how their Schools / programmes may be expanded, this vision may get limited by the expertise of the existing faculty members. Additionally, the programme teams are also too engaged in transacting and managing the existing programme / School, with little time for programmatic expansion.

Till now there have been a variety of practices to initiate and incubate new programmatic ideas. One of these has been to put together a group of faculty members to initiate discussions. This informal group then has also organized several consultative meetings. The Planning Division has provided the institutional anchor to these initiatives. In the earlier years, the University would consult with experts in a particular field through consultative meetings to discuss possibilities of programmatic expansion. In some instances, existing Schools took some initiative, but most of the times it has been in research programmes in the existing area / field.

The next stage of the process is when a nascent idea is launched as a teaching / research programme. While it is easier to hand over the responsibility of running the programme to a School, things may become complicated when the new programme is in the interstices of two or more areas. In the latter case, the management of the programme could lead to problems. A new institutional mechanism may have to be put in place to hold a programme together before it is transferred to one or more Schools.

Similarly, the process of taking approvals and peer review (through BoS, SCAP and AC) can get complicated in inter-disciplinary (or inter-School) fields. Holding a joint BoS is difficult and may take more time to organise. An alternate governance / institutional mechanism need to be put in place to encourage constructive discussion in these bodies and to facilitate speedy response and feedback. This will also free the existing Deans of Schools and programme teams from these processes. (See Enclosure-I for an alternate structure for new programmes in Karampura)

There is also a need to allow new programmes 2-3 iterations before existing rules and regulations (of SS and AES) are enforced. This does not mean that the new programmes will not follow any of the existing policy frameworks (for instance, assessment rules), but to ensure that the existing SoP's and calendars are not enforced strictly.

The Planning Board may also like to constitute special committees or a standing committee, which may include persons other than the members of the Planning Board, for specific purposes, including helping develop new programmes.

C. Variety of faculty appointments (contracts of different durations)

AUD already has different kinds of contracts for faculty positions – tenure / regular (till the age of 65), short-term contracts (3 and 5 years), Visiting Faculty (from few weeks to a year), Temporary (for a year or less against a leave vacancy), Adjunct (on teaching credit based), and Guest faculty (for one or more lecture on hourly basis).

AUD now needs to put together a system through which contracts / MoU's can be entered with organisations / individuals which can provide hosting / internship / training / studio facilities for students. This kind of arrangement would be especially beneficial to students working in professional / vocational / practice-based programmes. Payments in such cases may be made on the basis of a combination of credits, hours of engagement and rent of the facilities used by AUD students.

Further, keeping the impending construction of the Dheerpur and Rohini campuses in mind, AUD would need to start working on plans for academic expansion. In all probability, these two campuses will start operations from 2021-22 session which leaves very little time (3-4 years) to plan this expansion. With the existing School teams already stretched and busy with running the existing programmes, it is imperative that the University has new appointments either in existing Schools / programmes or in a central pool to help identify new areas, prepare plans (through consultations) and do pilot exercise (transacting courses, organize conferences / workshops). These appointments could be made through a variety of ways – Visiting, Temporary and Regular mode.

While the existing process of faculty appointment has been successful due mainly to the due diligence in the screening and interview process, we may need to make some changes in the process. The University may like to try out the practice of rolling advertisements based on existing vacancies. This will significantly cut down the time taken in filling vacant positions. This will also be helpful in the near future when the University is expected to get approvals for large number of faculty and staff positions.



Enclosure I

Institutional Mechanism for managing the new PG Programmes in Karampura

The MA programmes planned for Karampura campus – three (Global Studies; Urban Studies; Public Policy) in 2018-19, and others (Science and Technology Studies; Public Health; Legal Studies) in 2019-20 – are being planned with the following principles in mind:

1. Sharing of courses –each of these programmes will be expected to have not more than 20 credits of core (taught) courses; these core courses will be offered as electives to other programmes
2. Encouraging student movement across programmes
3. Concurrent faculty – faculty members designing and offering course relevant to students registered in other programmes or teaching courses of other programmes (including SUS courses)
4. Mentorship and supervision of student projects by faculty members across programmes.

A similar experiment is also being tried out in the undergraduate space in Karampura. Several interdisciplinary and / or practice-based programmes are envisioned at the undergraduate level in the Karampura campus.

All the above stated principles were envisioned as part of academic planning exercise at AUD from the beginning, but in practice these have been realised in an uneven and sporadic manner in the Kashmere Gate campus. Given the constraints of infrastructure and human resources, Schools and Programmes have, over the years tended to become *silos* and inward looking, though some student movement is witnessed. Programme teams have tried to create the entire set of courses and other requirements from the available human resources of the programme / School team. This has lead to increased teaching workload (in terms of quantum of courses offered, though each course may have less than ideal student numbers) or in other words a lower programme to course ratio. This also goes against the rationale for promoting interdisciplinary education that was envisioned in the early years.

To ensure the above (points 1 to 4), a new **institutional mechanism** is being proposed for the new programmes in Karampura.

Academic Administration

1. It is envisioned that each faculty member selected to teach in these programmes will be part of a faculty group outside the boundary of any one School. This group will provide the academic anchor and administrative anchor for these programmes and may be referred to as the Karampura PGS group.

2. A Deputy Dean will be selected from within this group for academic and administrative oversight of programmes offered by this faculty group. S/he will manage the HR and other programme related matters (in other words, s/he will do everything that is the mandate of the School Deans). S/he will report directly to the PVC 2.

In other words, while the PVC is the statutory authority who takes the place of the Dean, the role of the Deputy Dean is to coordinate the affairs of these programmes, as well as act as the points person who will deal with other Schools / Centres and functional divisions like AS, AES, SS and Planning.

3. Each programme will also have a Programme Coordinator like in the existing programmes.
4. There will be one common coordinator for all these programmes for activities like assessment & evaluation, internships, dissertation, placements, etc.
5. The existing Schools whose central focus matches with the idea of the above-mentioned programmes will continue to work closely with each of these programme teams – in terms of opening up their existing courses to students of the new PG programmes and contributing to, wherever needed, designing and teaching of the core and elective course of these new programmes.

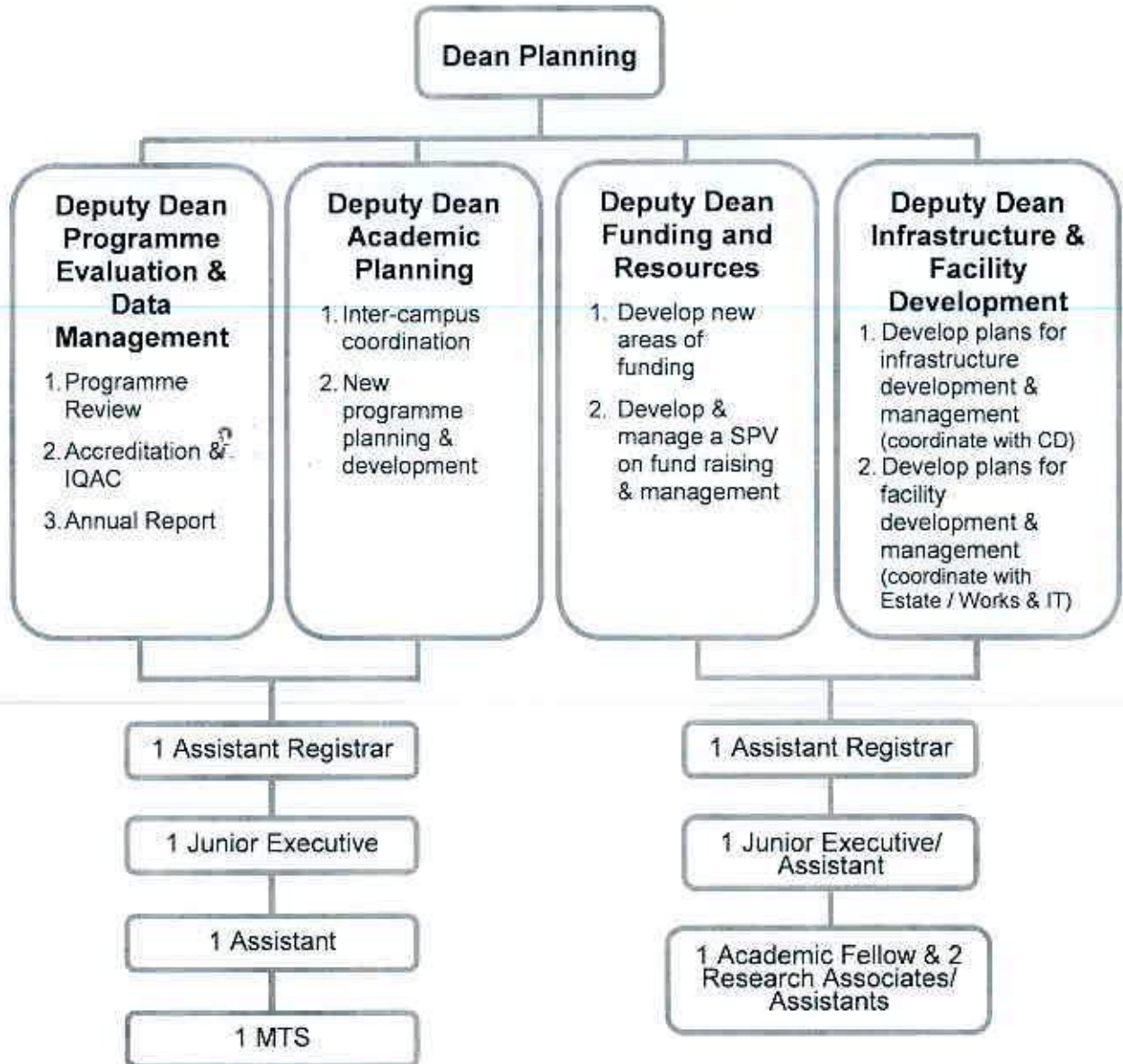
Academic Governance

As these programmes will not be formally part of any School/s, a special meeting of the BoS' of the Schools (which have core interest in these themes / fields) will be called. These special meetings will not be with the entire membership of the BoS of these Schools. Rather, a select few members drawn from these BoS', along with other experts drawn from outside the current BoS will be called for a joint BoS. The PVC 2 will chair these meetings and will be assisted by the Deputy Dean and Programme Coordinators.

The above arrangement is being tried out as a temporary measure. The idea is to incubate an alternate institutional arrangement for programme and course management.

Similar administrative and governance structures may be envisioned for the undergraduate programmes in Karampura.

Proposed Organizational Structure



RESTATED
ARTICLES OF INCORPORATION
OF
FRIENDS OF AMBEDKAR UNIVERSITY, DELHI

Veena Das and Ashis Gupta certify that:

1. They are the President and Secretary, respectively, of Friends of Ambedkar University, Delhi, a California nonprofit public benefit corporation.
2. The Articles of this corporation are amended and restated to read as follows:

ARTICLE I

The name of this corporation shall be: Friends of Ambedkar University, Delhi.

ARTICLE II

A. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes.

B. The specific purposes of this corporation are to provide grants and other forms of financial support to Ambedkar University, Delhi, India, and to carry on other charitable and/or educational activities associated with this goal as allowed by law.

ARTICLE III

A. This corporation is organized exclusively for charitable and/or educational purposes within the meaning of Internal Revenue Code Section 501(c)(3) or the corresponding provision of any future United States internal revenue law.

B. Despite any other provision in these Articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that do not further the purposes of this corporation, and this corporation shall not carry on any other activities not permitted to be carried on by (a) a corporation exempt from federal income tax under Internal Revenue Code Section 501(c)(3) or the corresponding provision of any future United States internal revenue law, or (b) a corporation, contributions to which are deductible under Internal Revenue Code Section 170(e)(2) or the corresponding provision of any future United States internal revenue law.

C. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

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ARTICLE IV

The property of this corporation is irrevocably dedicated to charitable and educational purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable and/or educational purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE V

(a) This corporation will distribute its income for each tax year at a time and in a manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code, or the corresponding section of any future United States internal revenue law.

(b) This corporation will not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code, or the corresponding section of any future United States internal revenue law.

(c) This corporation will not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code, or the corresponding section of any future United States internal revenue law.

(d) This corporation will not make any investments in a manner as to subject it to tax under Section 4944 of the Internal Revenue Code, or the corresponding section of any future United States internal revenue law.

(e) This corporation will not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code, or the corresponding section of any future United States internal revenue law.

ARTICLE VI

The name and address in the State of California of this corporation's initial agent for service of process is:

Joseph D. Abkin
Fell, Marking, Abkin, Montgomery, Grant & Rancy, LLP
222 East Carrillo Street, Suite 400
Santa Barbara, California 93101

3. The foregoing amendment and restatement of Articles of Incorporation has been duly approved by the Board of Directors.

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4. The corporation has no Members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

EXECUTED this 8th day of January, 2013.

Veena Das
Veena Das, President

Ashis Gupta
Ashis Gupta, Secretary

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अम्बेडकर विश्वविद्यालय दिल्ली



Ambedkar University Delhi

PLANNING DIVISION

No.AUD/15-8(31)Plg./

06 October 2017

Subject: Friends of Ambedkar University Delhi (FAUD) documents

Placed opposite is an email received on the subject cited above. In the email, it is requested to complete the blanks to enable them to make the grant to Ambedkar University Delhi.

In view of above, we may therefore request the Finance division to complete the blanks and verify the information as provided at page 3 of the document (Annexure 'A') to enable this division to submit the details for onward transmission at the earliest.

Jampal Khan
06/10/17
Junior Executive

Asstt. Registrar (Planning)

Ashwini Singh
6.2.17

Dean Planning (Acting)

Geetha Venkateshwaran
6/07/17

AR Finance

Registry No. 240

06/10/17

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FRIENDS OF AMBEDKAR UNIVERSITY, DELHI

The Vice Chancellor
Ambedkar University Delhi (AUD)
Lothian Road, Kashmere Gate
Delhi - 110006

20 January 2017

Dear Prof Menon,

BOARD OF DIRECTORS

DR. VEENA DAS, PRESIDENT
DR. NEIL ALTMAN
DR. MICHAEL APPLE
MR. UDAY DANDAVATE
DR. PATRICK HELLER

Subject: Website of 'Friends of AUD'

Friends of AUD (FAUD), a California Nonprofit Public Benefit Corporation under Section 501(c)(3) of the United States Internal Revenue Code invites contributions from individuals and organizations which may be used for enrichment of academic programs at AUD and help engage with community it serves in innovative and meaningful ways.

SECRETARY & CHIEF FINANCIAL OFFICER

DR. ASHIS GUPTA

For the next fundraising drive of FAUD, it is necessary that some marketing material be prepared as well as have an interactive website which will give all necessary information to the donors, and also enable them to make online payments. Currently, there is a webpage for FAUD under the main AUD domain. However, a separate website with a new domain name may be required at this stage.

GUPTA@UCALGARY.CA
+1 (403) 612-6778

REGISTERED OFFICE

222 EAST CARRILLO STREET,
SUITE 400
SANTA BARBARA, CA 93101
U.S.A.

We would like to authorize Ambedkar University Delhi to create a new website for the above mentioned purpose. We will be happy to furnish any details that may be required.

Sincerely

Prof Ashis Gupta
Secretary and Chief Financial Officer

Prof Menon
10/01/2017
09:00:00

Office of the Vice-Chancellor
C/O: MS. 119/2017
D/O: 25/01/2017

Most respected
AR veo
25/1

Prof Menon
Dean Planning

346-A

Appendix-18 & 19

Resol. No. 11.3/BoM(24)/24.07.2018

The reports of the Decennial Review Committee (DRC) and Undergraduate Review Committee (UGRC)

The Reports of the Decennial Review Committee (**Appendix-18**) and Undergraduate Review Committee (**Appendix-19**) constituted by the University are given separately.



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Fwd: Matter related to School of Human Ecology Selection Committee

Prof. Menon <profmenon.milat@gmail.com>
To: Arindam Banerjee <arindam@aud.ac.in>

Thu, Nov 16, 2017 at 3:23 PM

Dear Arindam Banerjee,

I have not received the document which you sent post. However, we had a discussion at Delhi where you showed me the note of a member of the Selection Committee sent after the process of selection was over. This was, I presume, an advise from an expert for the University to consider for the future. For the selection already done by the same expert unanimously with others in the Committee, you have on record herwritten approval without any reservation what so ever. In the circumstances I do not see any reason for the University not to act on the recommendation of the duly Constituted Selection Committee.

If the Vice Chancellor so decides, he can refer the matter relating to short listing procedure now existing with University for possible revision of warranted.

With regards,

Yours Sincierly

N.R. Madhava Menon

[Quoted text hidden]

Prof.(Dr.) N.R. Madhava Menon
Hony. Director, Bar Council of Kerala M.K.Nambyar Academy
for Continuing Legal Education, Kochi
REMAMADHAVAM,
Manniyaseri Temple West, Panjipalam,
Maravanthuruthu PO, Vaikom, Kottayam - 686608
Kerala State
e-mail : profmenon.milat@gmail.com

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Arindam Banerjee <arindam@aud.ac.in>

Fwd: Matter related to School of Human Ecology Selection Committee

Kiran Datar <kirandatar15@yahoo.co.in>
Reply-To: Kiran Datar <kirandatar15@yahoo.co.in>
To: Arindam Banerjee <arindam@aud.ac.in>

Thu, Nov 9, 2017 at 4:21 PM

Dear Arindam
Pl see attachment
Regards
Kiran Datar
[Quoted text hidden]

 **REF Letter NoAUD.docx**
104K

12

REF Letter NoAUD/3-1(91)2017/Acad/Ser?971 dated 01.11.2017

Dear Arindam

This is with reference to the communication received with regard to the Selection Committee held for the position of Assistant Professor in the School of Human Ecology on 23rd October, 2017.

I have examined all the material that has been sent to me and noted the the Vice Chancellor constituted a Screening Committee to recommend names of suitable candidates to be called for interview. The Committee followed process, which is placed for scrutiny, and short-listed 11 applicants for interview. Subsequently, the Selection Committee met and recommended, by consensus, one candidate as selected and empaneled another. We are not privy to internal discussions that may have taken place, but the minutes are signed by all, with no dissent. It is only later that one of the members of the Selection Committee raised some issues with regard to the short-listing procedure, and the desirability of avoiding in-breeding. I see this a general comment, perhaps more applicable to older universities.

AUD has developed innovative and inter disciplinary courses and it is desirable for a Screening Committee to keep the unique nature of its needs in mind so as to work toward academic excellence. Screening from a large pool of applicants is a well established procedure.

In conclusion, I do not see any evidence that due process was not followed by AUD, or that the decision of the Selection Committee needs to be re-visited.

Kiran Datar
Member, Board of Management, AUD



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Arindam Banerjee <arindam@aud.ac.in>

Fwd: Matter related to School of Human Ecology Selection Committee

Parasuraman S <sparasuraman09@gmail.com>

Thu, Apr 12, 2018 at 6:16 PM

To: Arindam Banerjee <arindam@aud.ac.in>

Dear Dr Banerjee

Pl find my report attached.

Regards

Parasuraman

[Quoted text hidden]

 to AUD.docx
108K

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Dear Dr. Arindam

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This is with reference to the communication received with regard to the Selection Committee held for the position of Assistant Professor in the School of Human Ecology on 23rd October 2017.

Having examined all the material that has been sent to me I have concluded that the Committee had followed a standard process and short-listed 11 applicants for interview. Since then the Selection Committee met and recommended, by consensus, one candidate as selected and empaneled another. Thus, I do not see any evidence that due process was not followed by AUD, or that the decision of the Selection Committee needs to be re-visited.

It is difficult to get good candidates and having selected a most suitable candidate for the position, it is important to give out appointment letter and secure the candidate selected by the committee.

I commend the sincerity of the University to subject itself for clear audit of the process even after getting clear recommendation of the selection committee.

Keep up the good work.

Regards,



S Parasuraman

CAREER ADVANCEMENT SCHEME FOR TEACHERS AND OTHER ACADEMIC STAFF

[Accepted by the Academic Council in its meeting on 05.10.2015

and

Approved by the Board of Management in its adjourned meeting on
02.11.2015]



AMBEDKAR UNIVERSITY DELHI

1. CAREER ADVANCEMENT SCHEME

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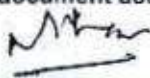
1.1 Introduction

The UGC Career Advancement Scheme (CAS) allows every teacher the opportunity to achieve four promotions over his/her entire career (an additional promotion for Professors is selective). The first such promotion becomes possible in the case of a teacher who starts as an Assistant Professor with a Ph.D at the end of four years service while the last one would be after a minimum of 15 years of service or its equivalent. The condition of a minimum of 15 years of service shall however not apply in the cases of those who have gone through direct recruitment as Associate Professor.

Amongst the four possible promotions, the first two and the fourth secure for the teacher promoted an additional increment and an increase in the Academic Grade Pay (AGP) by Rs. 1,000. The first two do not lead to any change of designation (Assistant Professor) while the last one involves a change of designation from Associate Professor to Professor. The third promotion involves not only a change of designation from Assistant to Associate Professor but also a change in the Pay Band (PB-3 Rs 15,600-Rs 39,100 + AGP of Rs 8,000 to PB-4 Rs 37,000-Rs 67,000 + AGP of Rs 9,000). The stages of career advancement are indicated in **Table 1**.

Promotion number	Minimum number of years required in the previous stage	Minimum total number of years of service required	Benefit from promotion
Promotion number 1: (Stage 1 to Stage 2) for Assistant Professors (does not lead to any change of designation)	*4	4	One additional increment + increase in the Academic Grade Pay (AGP) by Rs.1,000, i.e. from Rs.6,000 to Rs.7,000.
Promotion number 2: (Stage 2 to Stage 3) for Assistant Professors (does not lead to any change of designation)	5	9	One additional increment + increase in the Academic Grade Pay (AGP) by Rs.1,000, i.e. from Rs.7,000 to Rs.8,000.
Promotion number 3: (Stage 3 to Stage 4) for Assistant Professors. Involves change of designation from Assistant Professor to Associate Professor	3	12	Change in the Pay Band 3 (Rs.15600-Rs.39100 + AGP of Rs.8,000) to Pay Band4 (Rs.37,000-Rs.67,000) +AGP ofRs.9,000) + Change in Designation from Assistant Professor to Associate Professor
Promotion number 4: (Stage 4 to Stage 5) for Associate Professors. Involves change of designation from Associate Professor to Professor	3	15 (This shall not apply in the cases of those directly recruited as Associate Professor)	One additional increment + increase in Academic Grade Pay from Rs.9,000 to Rs.10,000 + Change in designation from Associate Professor to Professor

*4 years if Ph.D, 5 years if M.Phil, 6 years if No Ph.D./M.Phil



Note: Promotion may be denied under CAS if there be proven record of moral turpitude, financial irregularities, or any violation of code of conduct as stipulated in the service rules for the teachers. The decision for denial of promotion will be taken by the Vice Chancellor based on a report to be submitted by the Dean, Academic Services which must include all relevant records.

1.2 Assistant Professor (Stage 1 to Stage 2/Senior Scale):

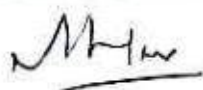
An Assistant Professor (Stage 1/entry level) will be eligible for placement in Stage- 2/ senior scale through a procedure of screening cum verification process if he/she has:

- (a) Completed 4 years of continuous service after regular appointment and possesses a Ph.D degree in the concerned or an allied/relevant discipline or has completed 5 years and possesses an M.Phil/LLM/M.Tech/MD or equivalent relevant degree, or six years of service and does not possess an M.Phil or Ph.D degree.
- (b) Participated in Orientation / Refresher/Research Methodology Courses / Professional Development Experience Programmes for a total duration of 42 days, inclusive of required orientation and refresher courses, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the UGC.
- (c) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix I).

1.3 Assistant Professor (Stage 2 to Stage-3)

An Assistant Professor (Stage 2) will be eligible for placement in Stage-3 through a procedure of screening cum verification process if he/she has:

- (a) Completed five years in Stage-2/senior scale (or, a total of 9 years in Stage 1&2).
- (b) Participated in Orientation / Refresher/Research Methodology Courses / Professional Development Experience Programmes of not less than two weeks duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the UGC.
- (c) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix I).




1.4 Associate Professor (Stage 3 to Stage 4)

An Assistant Professor (Stage 3) will be eligible for promotion to the post of Associate Professor subject to recommendation by a duly constituted Selection Committee if he/she has:

- (a) Completed three years of service in the Stage-3 of Assistant Professor; or, completed 12 years of past service as Assistant Professor irrespective of length of service in each stage.
- (b) Attained minimum API scores using PBAS scoring proforma developed by the University (see Appendix I)
- (c) Participated in one course/programme of minimum one week duration from amongst the categories of Refresher Courses, Methodology Workshops, Training Programmes, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes, and Faculty Development Programmes.
- (d) At least three publications of quality in the entire period as Assistant Professor.

1.5 Professor (Stage 4 to Stage 5)

An Associate Professor may be considered for promotion to the post of a Professor subject to recommendation by a duly constituted Selection Committee if he/she has:

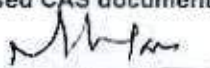
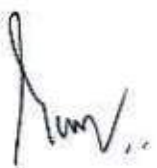
- (a) Completed three years as Associate Professor (Stage 4).
- (b) A Ph. D degree in the concerned or an allied/relevant discipline.
- (c) Attained minimum API scores using PBAS scoring proforma developed by the University (See Appendix I)

Note:

A Professor already appointed under direct recruitment will not be eligible for consideration under the Career Advancement Scheme (CAS).

2. COUNTING OF PAST SERVICE

Previous service, whether national or international, as Assistant Professor, Associate Professor or Professor, or equivalent, in a University, college (recognised by relevant regulatory body), national laboratory, or any other scientific/professional organization (e.g. CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT), or government, non-government and development organization whose work is relevant to the programmes of AUD, etc., should be counted for direct recruitment or promotion under CAS of a teacher in the various stages of Assistant Professor, Associate

Professor or Professor, as the case may be provided that:

- (a) The teacher has completed at least one year's service in the university and has been confirmed to the post (Promotion will be due from the date of eligibility or appointment in the university whichever is later);
- (b) The essential qualifications for the post held were not lower than the qualifications prescribed by the UGC for the Assistant Professor, Associate Professor, or Professor as the case may be;
- (c) The post is/was in an equivalent grade/scale of pay or pre-revised scale of pay as the post of Assistant Professor, Associate Professor or Professor;
- (d) The candidate possesses the minimum qualifications prescribed by the UGC for appointment as Assistant Professor/Associate Professor or Professor, as the case may be;
- (e) The post was filled in accordance with the prescribed selection procedure as laid down by the UGC/ State Government/Central Government/Concerned Institutions, for such appointments;
- (f) The previous appointment was not as guest lecturer for any duration, or ad hoc or in a leave vacancy of less than one year's duration. Ad hoc or temporary service of more than one year's duration can be counted provided that:
 - (i) The period of service was of more than one year duration;
 - (ii) The incumbent was appointed on the recommendation of a duly constituted Selection Committee.
- (g) No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/ government) for counting past services under this clause;
- (h) Assistant Professors (Stage-1/entry level), who have worked as Junior Research Fellows/Research Assistants and have participated in teaching in the recognized universities/academic and research institutions may be given the benefit of one-third of the period during which they were actually involved in teaching of courses assigned to them during their service as Junior Research Fellows/Research Assistants. The period of teaching supported by a certificate from the Centre Chairperson/Dean of the School, and Head of Department, etc., in case of persons from other universities/institutions, may be included for consideration of their cases for placement/ promotion under the Career Advancement Scheme.

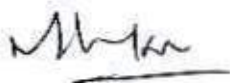
In the case of Part-time teachers appointed as per UGC norms whose pay scales have been revised as per UGC revised guidelines, half of the teaching period from the date of revision of pay scales shall be counted as qualifying service for placement in the Stage-2.

- (1) Assistant Professors, who had been working as Research Associates / Academic Fellows, and were appointed through a duly constituted Selection Committee and performed academic duties corresponding to lecturers, may be given the benefit of past service for the purpose of promotion as Assistant Professor (Stage-2)
- (2) Service as Research Associate/ Post Doctoral Fellow/ Research Fellow/ Academic Fellow in Universities/Research Organizations abroad may be counted for the purpose provided the teaching/research experience gained abroad prior to joining the University is equivalent in content and substance of the work expected in their present position in the University.
 - (i) Break in the service-between contract periods of temporary faculty may be condoned by the Vice Chancellor in calculating qualifying service period.

3. QUANTITATIVE AND QUALITATIVE DIMENSIONS OF ASSESSMENT

The system of assessment of teachers laid out in the UGC regulations has quantitative or 'objective' as well as qualitative dimensions. The former is incorporated through the Academic Performance Index (API) based Points-Based Assessment System (PBAS). For every promotion, a teacher must meet minimum eligibility requirements which include the securing of specified minimum API points, separately for three different categories, annually/cumulatively over the period since the previous promotion. Screening-cum-Evaluation/Selection Committees then are expected to take into account the API score and interview performance to finalise their recommendation.

A Screening-cum-Evaluation Committee considers the first two promotions while the promotion to the posts of Associate Professor and Professor involves a Selection Committee. The major difference between the two is that a Screening-cum-Evaluation Committee has one subject expert from the University panel while Selection Committees for promotion are identical to those for appointments and therefore must have three subject experts.




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APPENDIX-I

ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF AUD TEACHERS

CATEGORY I: Teaching, Learning and Evaluation Related Activities

S.No.	Nature of Activities (AUD)	Score
1.	Lectures, seminars, tutorials, practicals, contact hours and student assessment related activities for the stipulated AUD workload.	65
2.	If Undergraduate teaching was part of Item 1 above.	10
3.	Preparation and imparting of knowledge/instruction as per curriculum; syllabus enrichment by providing additional resources to students.	25
4.	Use of participatory and innovative teaching-learning methodologies (in fieldwork, assessment etc.), development of course content, course improvement etc. and utilization of student feedback on courses.	25
5.	This is considered as part of Item 1 above.	0
Total		125

Minimum API required by teachers from this category is 75 (average over the period of evaluation for promotion).

Note on Category I: What is expected is a complete yearly statement by the teacher on Category 1, including a statement of how student feedback has been taken account of in the process of improvement of the content, delivery, quality of transaction, innovation in courses and pedagogic processes. Screening-cum-Evaluation Committee / Selection Committee constituted for considering promotion of a teacher or other academic staff may, inter-alia, ask for the teacher concerned to submit the student feedback reports that he/she has been receiving.

CATEGORY II: Co-curricular, Extension and Professional Development Related Activities

S. No.	Nature of Activities (AUD)	Score
1.	Student related curricular, co-curricular, extension and field based activities, cultural and sports activities, subject related events, student counseling/mentoring, participation in various activities relating to the teaching-learning process ¹	20
2.	Contribution to the corporate life and management of the Programmes/Schools of AUD ²	15
3.	Professional development activities leading to enrichment of AUD ³	15
Total		50

Minimum API required by teachers for eligibility for promotion is 15 (average over the period of evaluation for promotion).

Note on Category II: Given the self-governing principle of AUD, the faculty is expected to take up various institutional responsibilities. Overall assessment of performance of a teacher,

¹This may include active membership and convenorship of various committees set up from time to time to coordinate and regulate the academic and cultural life of the University.

²This may include active participation in Programme/School level institutional activities through participation in academic and administrative committees and responsibilities. It may also include activities related to planning, coordination, public relations and development of partnerships with other Schools/Programmes within AUD as well as with other institutions. Contributions made in important one-time activities as well as membership of various statutory and important non-statutory bodies should also be included here.

³This may include active participation in organizing the university level activities such as seminars, conferences, training courses, talks, lectures and workshops. This may also include participation in the University's community outreach and extension activities.

therefore, will have to take account of involvement in institutional duties and award appropriate credit/weightage for the same.

CATEGORY III: Research and Academic Contributions

S.No.	APIs	Faculties of Languages/Arts /Soc Sc.	Max points (AUD)
IIIA	Published research papers	Published in refereed journals and other peer reviewed periodicals	15/ publication and 7.5/ publication for co-authored
		Published in non-refereed but recognized and reputable journals and periodicals having ISBN/ISSN numbers	10/ publication and 5/ publication for co-authored
		Non-refereed conference proceedings as full papers, working papers, occasional papers	5/ publication and 2.5/ publication for co-authored
IIIB	Other publications (books, edited volumes, chapters in books, non-refereed publications)	Original text books, reference books, subjectbooks, published by publishers with an established peer review system	50/sole author; 25/ co-author; 15/chapter in an edited or multi-author book; 7.5/co-authored chapter in an edited or multi-author book
		Non-refereed publications with ISBN/ISSN nos.	25/ sole author; 15/ chapter in an edited book
		a. Book Reviews published in peer reviewed journals/ periodicals	a. 5 each
		b. Research/Academic specialization work in newspapers/periodicals (print/online)	b. 2 each
		c. Translation of academic or literary work (Books or book-length works/shorter works—for example, single poems/essays or several of the same not constituting a collection or corpus)	c. 10 each for longer work as sole translator, 3 each for shorter work as sole translator
		d. Creative work with academic input/impact	d. 5 points
		e. An editor or co-editor of a refereed book	e. 15 points; and for any additional (written) contributions to the same, 15 points/chapter.

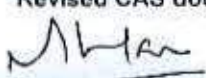
		f. An editor or co-editor of a non-refereed book (whether with or without ISBN)	f. 10 points, and for additional contributions 10 points/chapter. If co-editor of a non-refereed book or co-author of chapter(s), then 5 points for co-editor credit and 5 points for any (each) co-authored chapter.
	Sponsored research projects carried out/ongoing	a) Major projects (amount mobilised with grants above Rs. 5 lakh)	20/ individual project; 10/ if more than one PI ⁴
		b) Major projects (amount mobilised with minimum of Rs. 3 lakh upto Rs. 5 lakh)	15/ individual project; 8/ if more than one PI
		c) Minor projects (amount mobilised with grants above Rs. 25,000/- upto Rs. 3 lakh)	10/ individual project; 5/ if more than one PI
IIIC	Consultancy projects carried out/ongoing	Amount mobilised with minimum of Rs. 2 lakh	10 per every Rs. 2 lakh
	Completed projects: Quality Evaluation	Completed project report (accepted by funding agency)	20/ each major project and 10 each minor project (half of the above points if more than one PI)
	Project outcomes/ outputs	Major policy document of govt bodies at central and state level	30/ each national level output or patent and 50/ each for international level (half of the above points if more than one initiator)
IIID	M. Phil. Research guidance	Degree awarded only	3/ each candidate
	PhD research guidance	a) Thesis submitted	7 each/ candidate
		b) Degree awarded	10/ each candidate
	Membership of editorial		10 for each editorial board membership

⁴Principal Investigator or equivalent designation

	board of reputed journals; pre-publication review of book/journal paper manuscripts		5 for each pre-publication manuscript review
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III E	Refresher courses, Methodology workshops. Training. Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes. Faculty Development Programmes (Max. 30 points)	a) Not less than two weeks	20/ each
		b) One week duration	10/ each
	Papers in Conferences/ Seminars/ Workshops etc.	Participation and presentation of research papers (oral/ poster) in:	
		a) International conferences	10 each
		b) Conferences within India	7.5 each
	Invited lectures or presentations for conferences/ symposia	a) International	10 each
b) Within India		5 each	
III F	In disciplines/areas of knowledge & practices where research output does not take the form of academic papers or books, determining alternative schemes for awarding points will have to be worked out. This will enable the incorporation of distinctive academic contributions of teachers from disciplines or areas of knowledge and practice with unconventional orientation.		

Minimum API score required by teachers for eligibility for promotion is as follows:




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Assistant Professor (Stage 1 to Stage 2)	10
Assistant Professor (Stage 2 to Stage 3)	20
Assistant Professor (Stage 3) to Associate Professor (Stage 4)	30
Associate Professor (Stage 4) to Professor (Stage 5)	40

[All scores refer to average over the assessment period]

The CAS Process

Assistant Professor (Stage 1 to Stage 2)

Steps	Activity	Details	Documentation
1	Self-assessment by teacher	The teacher eligible for applying for promotion under CAS will fill the self-assessment proforma and submit a detailed report justifying the points claimed under the API.	a) Self-assessment proforma b) Report by the teacher (as part of application package)
2	Screening-cum-Evaluation	Appraisal of the self-assessment report by the Screening-cum-Evaluation Committee presided by Vice Chancellor or his/her nominee, and comprising the Dean, Academic Services, the Dean of the School concerned, the Dean, School of Undergraduate Studies, the Programme Coordinator(s) of the programme(s) in which the teacher teaches, and one subject expert in the concerned subject nominated by the Vice Chancellor from the University Panel of Experts. Whatever mismatch there may be between the self-appraisal and the appraisal by the Screening-cum-Evaluation Committee will be followed up and rectified through an iterative process. The Screening-cum-Evaluation Committee will record its recommendations (if they decide to do so) with detailed observations.	Report of the Screening-cum-Evaluation Committee

Assistant Professor (Stage 2 to Stage 3) **363**

Steps	Activity	Details	Documentation
1	Self-assessment by teacher	The teacher eligible for applying for promotion under CAS will fill the self-assessment proforma and submit a detailed report justifying the points claimed under the API.	a) Self-assessment proforma b) Report by the teacher (as part of application package)
2	Screening-cum-Evaluation	<p>Appraisal of the self-assessment report by the Screening-cum-Evaluation Committee presided by Vice Chancellor or his/her nominee, and comprising the Dean, Academic Services, the Dean of the School concerned, the Dean, School of Undergraduate Studies, the Programme Coordinator(s) of the programme(s) in which the teacher teaches, and one subject expert in the concerned subject nominated by the Vice Chancellor from the University Panel of Experts.</p> <p>Whatever mismatch there may be between the self-appraisal and the appraisal by the screening-cum-committee will be followed up and rectified through an iterative process. The Screening-cum-Evaluation Committee will record its recommendations (if they decide to do so) with detailed observations.</p>	Report of the Screening-cum-Evaluation Committee

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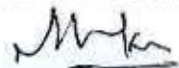
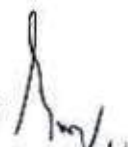
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● Assistant Professor (Stage 3) to Associate Professor (Stage 4)

Steps	Activity	Details	Documentation
1	Self-assessment by teacher	The teacher eligible for applying for promotion under CAS will fill the self-assessment proforma and submit a detailed report justifying the points claimed under the API.	a) Self-assessment proforma b) Report by the teacher (as part of application package)
2	Internal Screening	Appraisal of the self-assessment report by the Screening Committee presided by the Dean, Academic Services and comprising the Dean of the School concerned, the Dean, School of Undergraduate Studies, and the Programme Coordinator(s) of the programme(s) in which the teacher teaches. Whatever mismatch there may be between the self-appraisal and the appraisal by the screening committee will be followed up and rectified through an iterative process. The Screening Committee will record its recommendations (if they decide to do so) with detailed observations.	Report of the Screening Committee
3	Presentation	Once the screening Committee recommends the application for further processing, the teacher shall make a presentation (with a comprehensive perspective inclusive of his/her teaching, organizational participation, outreach activities, research and/or creative work) to the Selection Committee, constituted under the Statute 14, and the AUD faculty.	--
4	Interview by the Selection Committee	The Selection Committee interviews the teacher following the presentation.	Minutes of the Selection Committee

Associate Professor (Stage 4) to Professor (Stage 5)

Stage	Activity	Details	Documentation
1	Self-assessment by teacher	The teacher eligible for applying for promotion under CAS will fill the self-assessment proforma and submit a detailed report justifying the points claimed under the API.	a) Self-assessment proforma b) Report by the teacher (as part of application package)
2	Internal Screening	Appraisal of the self-assessment report by the Screening Committee presided by the Dean, Academic Services and comprising the Dean of the School concerned, the Dean, School of Undergraduate Studies, and the Programme Coordinator(s) of the programme(s) in which the teacher teaches. Whatever mismatch there may be between the self-appraisal and the appraisal by the screening committee will be followed up and rectified through an iterative process. The Screening Committee will record its recommendations (if they decide to do so) with detailed observations.	Report of the Screening Committee
3	Presentation	Once the screening Committee recommends the application for further processing, the teacher shall make a presentation (with a comprehensive perspective inclusive of his/her teaching, organizational participation, outreach activities, research and/or creative work) to the Selection Committee, constituted under the Statute 14, and the AUD faculty.	--
4	Interview by the Selection Committee	The Selection Committee interviews the teacher following the presentation.	Minutes of the Selection Committee

● **Instructions/Guidelines/Terms of Reference for the Screening-cum-Evaluation / Selection Committees**

1. The self-assessment score will be based on objectively verifiable criteria wherever possible and will be finalised by a committee.
2. Given the nature of the academic programmes at AUD involving a continuous process of curriculum and pedagogic innovation, also participation in institutional responsibilities and the principle of self-governance with a flat and thin administrative structure, the overall assessment of performance of a teacher will be appropriately balanced across the three categories.
3. Screening-cum-Evaluation/Selection Committees would be authorised to recommend promotion from the date of eligibility (based on years of service) if the API score under Category III on that date falls below the minimum requirement by not more than 10 per cent and there is sufficient cause for such relaxation. The Committees in such cases could recommend that the deficit be made up within a specified period of time.
4. In disciplines/areas of knowledge and practices where research output does not take the form of academic papers or books, determining alternative schemes for awarding points will have to be worked out. Similarly, research and publications outside of narrow discipline/area boundaries should be taken note of during assessment.
5. In the normal course, indexing status and impact factors of journals in which articles are published would not be relevant to the determination of API points awarded for them. However, at the time of application, information on these parameters should be secured from teachers and provided to the Screening-cum-Evaluation /Selection Committee for its consideration. Further, no teacher should be deemed ineligible for promotion if he/she would secure the minimum API points under Category III with the extra points awarded for published articles in journals as per the augmentation provisions laid out in the UGC regulations: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.
6. For awarding points under III(E), any paper (in full form not just an abstract) accepted for a conference would be deemed to have been presented if for some unavoidable reason, such as necessary funds, the teacher is unable to participate in the conference.
7. In case of joint authorship of publications/papers, each author would be entitled to claim half the number of API points.
8. If a paper presented in conference/seminar is published in the form of proceedings, the point will accrue for publications (III(a)) and not under presentation(III (e)).



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Dr Pranay Goswami
Assistant Professor (Mathematics)
Ambedkar University Delhi

To
The Dean Academic Services,
Ambedkar University Delhi.

Date: 04/12/2017

Subject: Appeal to review of my promotion from Stage I to Stage II

Dear Sir,

This is with reference to your letter no. AUD/3-26(121)/Acad.Ser./CAS/2017/1057 Dated November 28th, 2017. You have considered my promotion from Stage I to Stage II from the date July 5th, 2017 but I had claimed that my promotion was due on July 1st, 2012. I would like to support my claim with the following.

1) I completed my first orientation course from 12/1/2015 to 7/2/2015. As per the CAS notification, we need to participate in Orientation / Refresher/Research Methodology Courses / Professional Development Experience Programmes for a total duration of 42 Days, inclusive of required orientation and refresher courses. As per UGC rules, there should be one year gap between Orientation and Refresher courses. Since I had finished Orientation Course in February 2015, therefore I was not eligible to attend any refresher before January 2016.

2) First CAS notification appeared on 20/2/2016 (see Annexure II). After that, I had applied for refresher courses (Mathematics) to complete my requirement of promotion. But these courses were canceled due to unforeseen reasons by the Institutions offering them. Given, that teaching and administrative commitments, it was tough to find new refresher course related to Mathematics as replacements. I did complete the required refresher course as soon as possible after January 2016.

3) Further, finding suitable refresher courses in Mathematics, which would least disrupt the teaching and administrative duties at AUD was challenging. This and the cancellations, the ineligibility for a year after completing the orientation course were the main reasons for the delay.

4) The spirit of any refresher course is to encourage the faculty member to engage in research. Before joining AUD, I had already published 20 research papers. Indeed the reason I got the Assistant Professorship in AUD was also because of my solid output towards my research. I had only attached Research papers published after 2014 to my CAS application. The Screening Committee also never asked me to submit a list of my research publications for the period preceding 2014. I have research publications starting from the year 2008 (See Annexure I). Currently, I have published 59 research articles in Journals/Books.

It goes without saying that the financial loss to me for an almost 5 year difference between the date I feel I am eligible from and the date that I was given promotion from is huge.

Since I never got an opportunity to present my justifications to the Screening Committee during the entire process of the screening of my application, I would therefore request you to relook my application as per the information which is given above.

I would be extremely grateful if my application would be considered favourably and appropriate action taken to get my due promotion from the date originally asked for.

Thanking you.

Yours sincerely,

Pranay Goswami

Dr. Pranay Goswami
Assistant Professor (Mathematics)
School of Liberal Studies.

Forwarded to Dean Academic Services

[Signature]
06-12-2017

DR / DEAN
सह विद्यापीठ प्रमुख
School of Liberal Studies
अमर्त्य विद्यापीठ
Ambedkar Uni.
लडियान रोड, काशी
Lohian Road, Kashti
बाराबंकी / बरेली

Ambedkar University Delhi (AUD)

Academic Services

Minutes of the meeting of the Advisory Committee to Academic Services

A meeting of the Advisory Committee to Academic Services was held on 19-01-2018. It was attended by the following:

Prof. Salil Misra, PVC-2

Prof Chandan Mukherjee, Director, CSSRM

Prof. Ahmed Raza Khan, IGNOU (External Member)

Dr. Arindam Banerjee, Dean (Officiating), Academic Services

Dr. T. S.V. K. Prasad, Deputy Registrar, Academic Services

The Committee discussed the agenda placed before it and makes the following recommendations:

Agenda 1: To consider the matter of granting PhD non-compounded advance increments to Mr. S. R. Prabhakaran, Assistant Professor, School of Law, Governance and Citizenship

The committee discussed the issue and noted that Mr. Prabhakaran has been awarded his LLM degree in July, 2013 and is currently registered for his PhD degree in the Tamil Nadu Dr. Ambedkar Law University since March, 2015.

As per Clause 9.1 of the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education:

"Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of PhD awarded in a relevant discipline by the University following the process of admission, registration, course work, and external evaluation as prescribed by the UGC."

As per Clause 9.3 of the above regulations say:

"Those possessing Post-graduate degree in professional courses such as LLM/M.TECH/ME/M.V.Sc/MD recognized by the Statutory body/council shall also be entitled to two non-compounded advance increments at the entry level."

Clause 9.5 of the above regulations say:

"In respect of every other case, a teacher who is already enrolled for PhD shall avail the benefit of 3 non-compounded increments only if the university awarding the PhD has been notified by the UGC to have complied with the process prescribed by the Commission for the award of PhD in respect of either course work or evaluation or both, as the case may be."

The committee noted that no employee can get the benefit of multiple clauses at the same time.

Recommendation:

The committee recommends that Mr. Prabhakaran is eligible for two non-compounded advance increments in lieu of the award of LLM degree as per Clause 9.3 above and may be awarded the same. No other clause will be simultaneously applicable.

Agenda 2: To consider the matter of pay fixation for Ms. Saumya Uma, Assistant professor, School of Law, Governance and Citizenship

The committee noted the difference in the pay fixation of Ms. Saumya Uma by the methods suggested by the Academic Services division and the Finance division. The difference arises as while the Academic Services have fixed the pay, as per the recommendation of the Selection Committee, on the 6th Pay Commission pay scales (in which the post was advertised), the suggestion by the Finance division is based on the minimum pay as per the MHRD Notification (dated 02.11.2017) with regard to the 7th Pay Commission.

Recommendation:

In light of the fact the position was advertised on the 6th Pay Commission pay-scales and that the 7th Pay Commission pay-scales are yet to be implemented in the University, the committee recommends that the method followed by the Academic Services division should be followed in the matter.

Agenda 3: To consider the matter regarding fixation of pay at a higher level for Dr. Anoop K. Koileri in light of his professional and Academic experience in the field of Psychology

The committee discussed the matter and noted that the gross pay of Dr. Koileri at the time of joining AUD was higher than his last pay. Further, Dr. Koileri worked on different pay structure in Govt. of Kerala and the equivalence with the UGC pay structure could not be established. The

committee felt that Dr. Koileri should not receive a lower pay than his pay in the previous employment and noted that as per the pay fixed by Academic Services, his gross pay is around 20 per cent higher than his previous gross pay.

Recommendation:

The pay fixed by the Academic Services is in order and should be continued with.

Agenda 4: To amend leave rule 8 Clause (iii) pertaining to Extra-Ordinary Leave

The committee noted that as per this clause of the leave rules, a minimum of two years service needs to be completed before the Vice-Chancellor may grant Extra-Ordinary leave to any teacher who has been selected for a teaching or research assignment in another University/Institution. It was noted that there has been instances where the University has waived off the minimum service requirement with regard to the grant of this extra-ordinary leave.

Recommendation:

The committee discussed the issue and recommends that the existing rule should be preserved without amendment and the relaxation should be made in exceptional circumstances. The Vice-Chancellor may like to refer such exceptions on case to case basis to a separate committee before making the decisions.

In relation to this, the Dean, AS brought to the notice of the committee that there is no separate leave rules for faculty members in a contractual employment in the University. At the same time, the University has considered granting various kinds to leaves to facilitate their service and professional development, by making exceptions to the existing leave rules each time.

Recommendation:

The committee noted and discussed this issue and recommends that the University should formulate and institute Leave Rules for contractual faculty members, and all those, not covered by the existing Leave rules of the University.

Agenda 5: To consider the appeal filed by Dr. Pranay Goswami with regard to CAS promotion and the issue of delay in completion of Orientation/Refresher courses

The committee discussed the issue and noted the requirement of completing Orientation/Refresher courses as stipulated by the CAS guidelines within the period, which is being considered for promotion.

It was also noted that the CAS guidelines were instituted in the University only in November, 2015 and that there is a requirement of one year gap within the completion of the Orientation and the Refresher courses. Also, in the early years of the University, the faculty members have been engaged with several activities and curriculum development and programme management, crucially associated with the development of the University. The committee also noted that long queues in Orientation/Refresher programmes and occasional cancellation of Orientation/Refresher programmes have sometimes prevented faculty members from completing the requirements.

The committee also noted that in several earlier cases, delays in the completion of Orientation/Refresher courses have been condoned due to some of the above reasons. However, within the framework of the CAS rules, there is a need to conform to this requirement (Clause 1.2b, 1.3b and 1.4b of CAS rules) at some point of time in the life of the University.

Keeping all observations in mind, the committee makes the following set of recommendations on policy measures and in the specific case of Dr. Pranay Goswami:

Recommendations:

1. The University may issue a notification granting 6 months time (from the date of the notification) to the faculty to complete any pending Orientation/Refresher course requirements. Beyond this 6 month period, there will be no further condoning of delays with regard to completion of Orientation/Refresher courses.
2. The proof of application to an Orientation/Refresher courses may be considered under circumstances where the programme was cancelled or in instances of long queues in the programmes.
3. The University issues a notification stating that all pending promotion applications should be submitted to the University within 6 months (from the date of the notification).
4. It is recommended that the University adopts a principle whereby all promotion application must be submitted within ONE YEAR of the date of eligibility. If the promotion application is received by the University beyond one year from the claimed date of eligibility, the operational date of eligibility will be the 'date of application'.
5. In the case of the incumbent Dr. Pranay Goswami, He completed his Orientation/Refresher course by 05.07.2017. With the facts noted above, and that he completed his Orientation Course on by 07.02.2015, and there was a cancellation of one Refresher course that he had applied, the Committee observed that there was

still a delay in his application for Refresher course by a few months. In light of this observation, the Committee recommends that his promotion may be granted from 1st January, 2013, six months after his claimed date of eligibility (1st July, 2012).

Agenda 6: To consider the pay fixation of Prof. Valerian Rodrigues, Senior Fellow, Ambedkar Chair in the University

The committee discussed the issue and noted that an Academic Chair Fund was instituted in the University from the University Development fund by the Board of Management in its 19th meeting held on 19.04.2016. Subsequently, the Vice-Chancellor constituted a Sub-Committee of UDF on Academic Chairs, which recommended the setting up of an 'Ambedkar Chair' in its 7th meeting held on 12.01.2017. Subsequently, the University through the due process offered the Senior Fellowship entitled 'Ambedkar Chair' to Prof. Valerian Rodrigues for a period of one year from 1st August, 2017.

The committee discussed the two proposal of fixation of salary (1) at par with that of a Senior Professor considering his 20 years service as university professor or (2) as per the BoM decision for a Visiting Professor's remuneration.

Recommendation:

The committee recommends that the salary for Prof. Valerian Rodrigues be fixed as per the BoM decision.

Agenda 7: To formalize the process of appointment of Short-term Visiting Faculty at the Assistant Professor level

This issue was tabled by Prof. Salil Misra, PVC-2 regarding the formalization of the process of appointing Short-term semester-based Visiting Faculty at the Assistant Professor level. The committee discussed the issue and recommends the following as a process for fresh appointments of such nature.

Recommendation:

1. The University may invite applications for the said positions through an advertisement in the AUD website given 15 days to the prospective candidates to apply. The University may also use the option of Walk-in Interviews.
2. A 3 member committee for interviewing the candidates may be constituted by the Vice-Chancellor having the following composition

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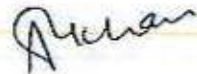
- a. Dean of the School (Chair)
 - b. Programme Coordinator (from relevant programme)
 - c. Professor from outside the School/Programme where the appointment is taking place.
3. The recommendations of the Selection Committee should be placed before the Vice-Chancellor for approval.



(Dr. T. S. V. K. Prasad)



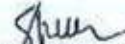
(Dr. Arindam Banerjee)



(Prof. Ahmed Raza Khan)



(Prof. Chandan Mukherjee)



(Prof. Salil Misra)

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12-03-2018

To

The Chairperson
Board of Management
Dr B. R. Ambedkar University Delhi
Kashmere Gate
Delhi 110006

Sub: Request to reconsider the decision sent via AUD/3-3/(193)/2017/Acad Services/106, dated 13-02-2018.

Ref: AUD/3-3(193)CP/2014/Acad/1556, dated 10-10-2014
AUD/3-6 (3)/Dy. Dean/2012/Acad/, dated 13-10-2015
AUD/3-3(184)2017/Acad Services/975, dated 02-11-2017
AUD/3-3(193)2014/Acad/980, dated 03-11-2017
AUD/3-3/(193)/2017/Acad Services/106, dated 13-02-2018

Respected Chairperson,

I had been appointed as Associate Professor in the Centre for Publishing on 3-11-2014 on a three to five year contractual position. Thereafter I was given the additional responsibility of Deputy Director of the Centre with effect from 13-10-2015. As directed, on 30-1-2018, I made a presentation of work done by me during the last three years before an expert/review committee. Subsequent to this I have received a notice vide AUD/3-3/(193)/2017/Acad Services/106, dated 13-02-2016 stating that my term and services at AUD have not been extended beyond 02-05-2018.

During the entire period of my service at AUD, I have discharged my duties and responsibilities with full sincerity and integrity and have never received any negative feedback. Therefore the decision communicated to me has been shocking. It is in this context that I am appealing to the Board of Management, the authority body which had appointed me, to reconsider the aforementioned office order.

The grounds on which I am making this appeal are the following:

1. The detailed submission of my work record of the past three years has not been appreciated and considered in a contextual and fair manner. I appeal to the Board of Management (BOM) to take full cognizance of my past efforts.

2. The present order of not extending my service does not state any reasons behind the decision taken. This makes me feel that an objective process of decision making has not been applied by the committee on my performance appraisal and thereby justice has been denied to me.
3. It is significant to point out that as an Associate Professor who has held the publishing initiative in place since the very beginning; I have in the recent past been excluded from important meetings and decision making discussions. It is painful for me to point out that during crucial deliberations, I was only handed over the responsibility of booking venue for the meetings, and arranging tea and coffee and was not considered worthy to participate in academic exchanges.
4. The directions and guidance from the Director, Centre of Publishing have been unclear and ambiguous. I have not been provided clear directives, nor handed over tasks and responsibilities by successfully completing which I could have proved my capability and worth.
5. In spite of lack of any organized structure in AUD around publishing work, I have done my best over the years to set up the Centre with utmost devotion. I have been taking several initiatives on my own. I hope the BOM will be able to draw its attention to a fuller and nuanced appreciation of the work done by me.
6. I would like to put on record that on the date of completion of three years of my service in the University, I was the one who wrote to Academic Services Division enquiring about the status of my extension. It was only subsequent to my communication that a letter was issued asking me to submit detailed documents and evidences of my appraisal which were to be followed by a presentation before an expert committee including external members (Appendix V & VI, issued on 2-11-2017 and 3-11-2017 respectively). I wonder whether a similar formal process is being followed uniformly for all long-term contractual faculty of Ambedkar University Delhi.
7. The interrogative stance of the review committee was both humiliating and intimidating. This denied me the opportunity to present my thoughts in a free and spontaneous manner. I felt silenced. The attitude of the committee did not reflect principles of non-hierarchical, collegial functioning and treating a faculty member as an equal.

In this regard, I submit the following:

- i. During the period of service I have been totally committed to advancement of publishing work in AUD. I have struggled to establish the academic as well as professional wings of the Centre (Please refer to Appendix I for details).
- ii. In firming up the academic programme in a holistic way I have concentrated on a threefold foundational matrix which is crucial for the successful running of any academic programme—faculty, curriculum and infrastructure. (Please refer to Appendix II for details).
- iii. In order to enrich the teaching-learning process and ensure rigour in the same, I delivered study material, prepared by me, to students after completion of every module (Annexure 2B, 3B). The effort undertaken in this respect does not seem to have gained any appreciation in the appraisal.
- iv. To impart a thorough understanding and to offer completeness to the professional programme PGDP, I had organised four full-day workshops, sixteen seminars with distinguished publishing professionals and had undertaken nine field visits in an year 2015-16 (Annexure 1-12, 14, 16). I do not think that the review committee took due cognizance of the actual extent of effort involved in this process.
- v. My well-thought concern of making the students employable through systematic approach as well as securing internships for them in top five global publishing houses involved repeated efforts and hard work (Annexure 1-15). This was not an easy task to accomplish.
- vi. The pain taken to make understand the nuances of publishing a book through the prescribed project (Annexure 11 A, B, C, D) of the curriculum (handling all the three groups, irrespective of the additional working hours) through practical exposure of all the phases of publishing, including marketing have not been properly assessed.
- vii. The steps taken by me to promote the PGDP programme as well as actively contribute to the publicity mission of AUD by highlighting the visibility of the University and its various programmes involved writing thousands of email, distributing over 5000 flyers, drafting and sending advertisements in magazines and displaying posters in book stalls around Delhi (Annexures 10 (19A), 11 (20A), Annexure 1-22). I wonder if the effort involved in all of this has been duly recognized by the expert committee.

viii. In order to complement teaching with efficiency, I have been preparing textbooks for all topics taught by me (areas in my knowledge domain). I have tried to reach this goal with the help of adjunct faculty. To ensure this, apart from the book *Book Publishing* that has been already published (free copy given to all the students), I am working on the following books:

1. *Proofreading Skills* (Ready for Publication—Annexure 24 (60A))
2. *Journal Publishing* (Material sourcing completed)
3. *Legal & Ethical Issues in Publishing* (50% of writing completed)
(Annexure 3B)
4. *Academic Writing* (In the process of material collection)
5. *Book of books* (40 % complete, not syllabi-based) (Annexure 25 (61A))

This holistic approach to take the programme to the next level with proper study material needs to be recognized as a concentrated effort and commitment on my part.

- ix. Since some of the publishing principles are common to all forms of academic writing, I volunteered to impart the common basics of publishing academic writing such as defamation, intellectual property rights, copyright, plagiarism, digital common rights, creative commons, citation and referencing to the students of all Schools in AUD. I have delivered lectures for nearly sixty hours to the other programmes of AUD in the last year (Annexure 1—4,5,6,7,8). I have also taken steps to float a common elective, *Academic Writing*, incorporating all the above topics (Annexure 1—10).
- x. In addition to this, I have handled the publication of annual reports (English version, 2012-13, 2013-14, 2015-16, 2016-17) of AUD (Annexures 14 (48 A), 15 (48 B), 16 (48C) & 23 (56 A)). The work involved in processing each annual report is similar to publishing a book of about 200 pages. Vetting the reports, reorganising and restructuring the common headings with consistent style, manually applying the APA style for each of the publications, copyediting, proofreading, dealing with hundreds of faculty and administrative divisions for attaining perfection need to be looked from a publisher's perspective. A comparison with the earlier published reports will shed light on the efforts made to bring standard and quality to the annual reports with effect from 2012 onward. This has been made possible only through extra hours of work including working on Saturday's and Sunday's with sleepless nights and sometimes working from home town during vacation, in order to adhere to the deadlines of the Planning Division.

- xi. Everytime the University has empaneled new designers and since they are new to handle book-pagination, I have been involved in teaching each of them the basics of doing book work in terms of page setup, style, spacing, alignment, symbols, etc. and visiting the design houses frequently to set things right.
- xii. I have also lent my support in all the possible ways, without denial to any individual or School or administrative divisions in their need of publishing books or brochures or flyers etc. (Annexures 13 (47A), 17 (50A), 18 (51 A), 19 (52 A), 20 (54A), 21 (54B), 22 (55 A)).
- xiii. All the above activities have been performed in my individual capacity without any secretarial/clerical assistance or guidance and they have been done with a sense of conscientiousness and dedication. These activities have not been undertaken by me for any personal gain but have been done only for the benefit of the students—ensuring them a good career—as well as for the betterment of the programme and University. Had I been provided with timely feedback (even negative and challenging feedback), I would have taken it in my stride as I am a person who considers everything as a learning process. It would have helped me in further improving my efficiency.
- xiv. In respect with publication activities, my sincere efforts to expedite the functioning of AUD Press through requests of acquiring manuscripts or through creation of draft policy guidelines (annexure 12 (41A)) for the AUD Press have been grossly misunderstood.
- xv. It is sad for me to point out that in spite of being the only publishing professional in the Centre as well as the Deputy Director, I was not invited for meetings related to the Centre, held at IIC (January 2017) with external consultants. In fact I was not even aware of some meetings being planned. This is true with regard to the Special Meeting of AUD Press (17-02-2017) in AUD's Committee Room. It pains me to point out that the only in-house publishing person was not a part of the same (I was instead requested to arrange tea and coffee for the meeting). This highlights the undemocratic functioning of the Centre.
- xvi. Irrespective of repeated requests, the Director has not shared any of the official communication made to external experts, consultants or others with the Deputy Director, i.e., to me. This is another illustration of undemocratic functioning.
- xvii. The concept note submitted by me on 10-12-14 (Annexure I—40) along with the mode of developing human resource required to start publishing activities at AUD have

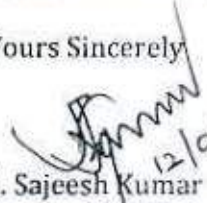
been totally ignored and side-lined. It is unfortunate that at present there has been urgent preparation of new reports to set up AUD Press in a project mode(while three years of work has already been going on). In none of these initiatives have I been consulted, nor has the concept note prepared by me been referred to.

- xviii. The appointment of another faculty of School of Letters as curriculum coordinator to revise the PGDP programme at the consultative meeting held on 19-1-2018 seems to implicitly suggest that a decision had already been made to not assign to me any work/responsibilities (even prior to my presentation on 30-1-2018).
- xix. In my earlier experience, I was always invited for meetings at the School of Business, Public Policy and Social Entrepreneurship. Since the Centre has been shifted to School of Letters, I have no intimation of my role and position in the School. So far I have not been invited for any of the meetings of the School of Letters.
- xx. Finally, the interrogative incidences that happened during my presentation on (30-1-2018) did not reflect the principle of non-hierarchical functioning or treating a faculty as one among the equals of AUD.

For all of the above reasons stated, I strongly feel that the expert committee has not analysed the report and supporting documents submitted by me in a systematic manner. Principles of merit have not been applied to the process of performance appraisal. As such the decision taken by the expert committee comes across as arbitrary with justice being denied to me.

I request the honourable Chairperson of Ambedkar University's Board of Management to reconsider my appraisal based on the principles of merit. **I am hopeful that the communication dated 13-02-2018 is reconsidered and my service is extended in accordance with the original conditions of appointment (Appendix III). I am also hopeful that in view of the submissions made above; I shall be entrusted with responsibilities, also given a fair chance to build up the Publishing unit of AUD to the best of my capabilities.** It is with this trust that I am submitting this appeal. I urge the Board of Management (BOM) in its wisdom to take a just view of the facts and details enlisted in this appeal petition.

Yours Sincerely


 C. Sajeesh Kumar
 Centre for Publishing
 Ambedkar University Delhi
 Delhi-110006

Encls:

1. Appendix I Self-appraisal report
 2. Appendix II Copy of the Presentation made on 30-01-2018
 3. Appendix III AUD/3-3 (193)CP/2014/Acad/1556, dated 10-10-2014
 4. Appendix IV AUD/3-6 (3)/Dy. Dean/2012/Acad/, dated 13-10-2015
 5. Appendix V AUD/3-3(184)2017/Acad Services/975, dated 02-11-2017
 6. Appendix VI AUD/3-3(193)2014/Acad/980, dated 03-11-2017
 7. Appendix VII AUD/3-3/(193)/2017/Acad Services/106, dated 13-02-2018
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8. Annexure 1 Report of supporting documents
 9. Annexure 2 Presentations of Introduction to Publishing (2A)
 10. Annexure 3 Presentations of Legal and Ethical Issues in Publishing (3A)
 11. Annexure 4 Compendium to Introduction to Publishing (2B)
 12. Annexure 5 Lecture notes to Legal and Ethical Issues in Publishing (3B)
 13. Annexure 6 *Free Wings*(11A)
 14. Annexure 7 *Diary of a Father to Daughter*(11B)
 15. Annexure 8 *Chronicles Behind the Doors* (11C)
 16. Annexure 9 *In the Land of Mythos*(11D)
 17. Annexure 10 PGDP & AUD Programme Flyer (19A)
 18. Annexure 11 PGDP & AUD Programme flyer (20A)
 19. Annexure 12 Draft of Policy and MS Guidelines (41A)
 20. Annexure 13 AUD Information booklet (47 A)
 21. Annexure 14 AUD Annual report, 2013-14 (48A)
 22. Annexure 15 AUD Annual Report, 2014-15 (48B)
 23. Annexure 16 AUD Annual Report, 2015-16 (48C)
 24. Annexure 17 AUD Programme flyers, 2015-16 (50A)
 25. Annexure 18 AUD Admission Bulletin, 2015-16 (51A)
 26. Annexure 19 AUD Admission Bulletin, 2016-17 (52A)
 27. Annexure 20 CPCR Handbook (54A)
 28. Annexure 21 CPCR Flyer (54B)
 29. Annexure 22 *Indian Retail Marketing*(55A)
 30. Annexure 23 AUD Report, 2016-17 (56A)
 31. Annexure 24 *Proofreading Skills*(60A)
 32. Annexure 25 Book of Books (61A)

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12/03/08

Appendix II

Self-appraisal

C. Sajeesh Kumar, Centre for Publishing

3-11-2014 to 11-08-2017

Academic Activities

Coordinator Programme coordinator of PG Diploma in Publishing (PGDP) programme for three semesters (2014-15, 2015-16).

Teaching Taught 'Introduction to Publishing' to PGDP for one semester (2015-16).

Taught 'Legal and Ethical Issues in Publishing' for PGDP for two semesters (2014-15, 2015-16).

Teaching methodology was supported by PPTs with images and cartoons that kindled thinking and interaction of students. The lecture was not included in the slides except for display examples.

All the topics discussed in classes are supplemented with the print out of the lecture notes.

Lectures Nine lectures delivered to the second year MA Literary art students on book and journal publishing, plagiarism, intellectual property rights, defamation and referencing styles, digital rights and creative Commons (2016-17).

Four lectures delivered to second year MA Psychology students on plagiarism, copyright and referencing styles (2016-17).

Three lectures delivered to first year BA students (Karpura Campus) on publishing and academic writing (2016-17).

Conducted two sessions on 'Journal Publishing' and 'Plagiarism' on *Research and Writing* work shop organised by CSSSRM to the MPhil and PhD Research scholars (2016-17).

Delivered a lecture to the second year MBA students on Plagiarism (2017-18). This is to be followed with three more sessions on referencing and citation styles in coming days.

These lectures were designed to create awareness among students about the copyright, plagiarism and ethical issues in writing and to promote academic integrity.

Curriculum Developed syllabi for *E-publishing* and included in the PGDP course. This is included to have a completeness of the existing syllabi.

Developed syllabi for *Academic Writing* as an open elective and submitted to the SLS and SoL for consideration. This course is designed to emphasize the importance of writing as an academic skill.

Projects Guided four group of students of PGDP to publish books in a self-publishing mode. The books published are:

1. *Free Wings* (2014-15),
2. *Diary of a Father to Daughter* (Hindi, 2015-16),
3. *Chronicles behind the Doors* (2015-16)
4. *In the Land of Mythos* (2015-16).

All projects were designed to understand, involve and practice all the phases of publishing from acquiring the manuscript to printing, binding and marketing.

Seminars Organised 15 seminars/guest lectures to PGDP students by publishing professionals and experts.

The experts were chosen from all the related field of publishing to provide the students a wide exposure of all the possible related publishing activities like journal publishing, newspaper publishing, import and export of books, rights and royalties, literary agents, translation, etc.

Discussions Organised three panel discussions and coordinated one panel discussion.

Workshops Organised four one-day workshops on 1. Journal publishing (by Taylor & Francis Publishing), 2. Online editing techniques (Sage Publishing), 3. Creative Writing (Milestone Softskill Consultancy). 4. Photography in Publishing.

They were organised to provide a hands on experience to understand and practice the technical issues in writing, editing and designing.

Internships Organised internships for the PGDP students (2016-17) in major publishing houses (Penguin-Random house, Harper Collinns, Hachette, Sage Publishers and Roli publishing).

The organisations were chosen with the intention of students being absorbed as employees after the successful completion of the programme.

Field visits Nine field visits were organised to publishing houses, printing houses, book shops, and literary festivals. (2015-16, 2016-17).

All the field visits were structured to provide a practical exposure of the all the publishing, production, printing and literary activities and to create an interest in choosing their career within the different phases of publishing.

Library After a careful analysis, of the existing books in AUD Library, recommended to purchase approximately 60 essential new titles related to publishing and editing and the search for good titles continues.

Promotions The following activities were carried out to promote the PGDP and other programmes of AUD:

1. The E-brochure of PGDP programme was sent through online to more than thousand publishers and booksellers in Delhi (2014-15).
2. Two thousand fliers of PGDP programme containing other programmes of AUD was prepared in association with NBT and was distributed by NBT in the World Book Fair (2015).
3. Three thousand fliers of PGDP containing other programmes of AUD were distributed in the New Delhi World book Fair through stalls of other publishing houses and student volunteers (2016).
4. Posters of PGDP admission details were pasted in the major book stores of Delhi (2015).
5. AUD promotion advertisements carried out in the magazines *Book Link* (2015, 2016) and in *All About Book Publishing* (2016).

Sponsors Expression of interest from Mr. Ramesh Mittal (Mittal Publishers and Chairman of CAPEXIL) to sponsor the fee of one student of PGDP, in memory of his father.

Administrative Activities

Member Member of the following committees:

1. Task group to review and redesign AUD job portal.
2. Admission Committee of SBBPPSE (2015, 2016).
3. Scholarship committee of SBBPPSE (2015, 2016).
4. Organising committee of Indian Retail Conference organised by SBBPSE (2016).
5. Member secretary of the AUD Press.

- Invitee** Special invitee to the following committees/meetings.
1. Committee to review the performance of the vendor for AUD job portal (2016).
 2. Standing Technical Committee for IT procurement.
 3. Standing Technical Committee for AV procurement meeting.
 4. UGC XII plan grant allocation (2016).
 5. Central Admission committee (2015-16).
- Coordinator** Coordinator of the AUD stall and student volunteers in World Book Fair Delhi in 2015, 2016 and 2017.
- Visits** Visited the Andhra University Press along with Mr. Samuel, Controller of Finance AUD, and individually visited Madras University Press, India Institute of Science Press, Kerala University Press to study their structure and functions.
- Reports** Based on the field-visit, a report of the structure and functioning of the University Presses was submitted to AUD.
- Drafts** Drafted a concept note for organising a conference on Institution building (2015).
Vetted the 'Notice inviting Tender for Empanelment of Printers of AUD'.
- Advertisements** Prepared the AUD admission advertisements (three) for Delhi Metro (2014-15).
- Class & Lab** Got approval to establish a multi-purpose room and computer lab with projectors, audio-visual systems, 10 computers and required software.
- AUD Press** Prepared a concept note for the Centre for Publishing (2014).
Prepared a draft of *Policy and Manuscript Submission Guidelines* of AUD Press.
Developed a 'Book Proposal Form (BPF)' for AUD Press in coordination with Prof. Suchitra Balasubramanyan.
Obtained ISBN in the name of AUD Press.
Organised National-level consultative meeting to discuss the Centre's activities (2015).
Coordinated the consultative meeting of the Centre (2017).
Eleven meetings of the Editorial board of AUD Press were organised.
Six meetings of the Centre were organised.

Publication Activities

Editing, proofreading (excluding Hindi), finalising the CRC and coordinating with the printers of the following:

1. AUD information booklet (2014–15).
2. AUD annual reports of 2012–13, 2013–14, 2014–15 (English).
3. Coordinated the translation and printing of annual reports in Hindi (2012–13, 2013–14, 2014–15, 2015–16 (Ongoing).
4. AUD admission brochures, 23 fliers (2015–16).
5. AUD admission bulletin (2015–16).
6. AUD admission bulletin (2016–17).
7. PGDP promotional brochures and posters (2015–16).
8. Brochure of Centre for Psychotherapy and Clinical Research (2015).
9. *Indian Retail Marketing Trends in India: Trends and Future Insights*, Book edited by Kartik Dave and Anshu Gupta, SBBPPSE (An outcome of IRC 2016).
10. AUD report—2016-17 (Ongoing).
11. *Reflections on Teaching: Experiential and Empathic Pedagogies* by CPRC (Ongoing)
12. *EHSAAAS Clinical Work Handbook* by CPRC (Ongoing).
13. Brochure of Centre for Psychotherapy and Clinical Research (2017, Ongoing).

In all the publications, efforts are continuously made to follow the best professional standards and practices of publishing industry in terms of mechanics, style, formatting and designing.

In reporting the publications of AUD, strenuous efforts are made to adhere APA style of referencing.

Authorship

Authored/ing the following manuscripts for publication.

1. Proofreading Skills

It is in the final stage. The CRC is expected to be ready within one month. The book is organised in sixteen chapters and will be useful to students, scholars and writers irrespective of their disciplines. The Table of Contents is given in Annexure I.

2. Book of Books

The manuscript preparation is under progress. The book reveals the transformation of book publishing through various concepts as well as production methods through

the centuries. They are discussed through hundred and thirty entries, each consisting of 600 to 800 words. First draft of forty entries are completed till date and expected to be completed within six months. Details provided in Annexure II.

3. Academic Writing

The preparation of manuscript is under discussion stage and to be co-authored by Prof. Nakkeeran and Monishitha Hajre Pande of AUD.

Participations

Participated in five conferences organised by institutions such as FICCI, Taylor and Francis, IGNOU & Katha, etc.

Participated in the five-day Appreciation course in Parliamentary Processes and Procedures conducted by the Bureau of Praliamentary Studies and Training, Government of India (2016).

Future Plans

Academic The initial drafting of curriculum for MA programme (Two year) in Publishing is halfway.

To initiate certificate/short term/diploma programmes in Copyediting, Proofreading, Digital-publihsing, Desk-top Publishing.

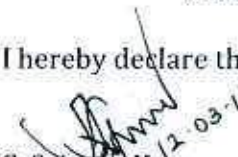
Others To start a AUD Bulletin (monthly/bi-monthly) to be circulated among teaching and non-teaching staff of AUD.

To publish an annual AUD magazine to be distributed to students.

AUD Press The demand for publishing is ever expanding and the authors are looking for trusted publishers with transparency. Setting a strong foundation is the priority so that AUD Press is recognised as the best Indian academic Publisher in a period of 10-15 years.

The mode to shape the centre and its activities are already submitted to AUD as concept note in 2014. Based on my experiences and the observation of functioning of other University presses in the country and hurdles these century-old presses face, a press with operational freedom becomes an imperative to establish an outstanding AUD Press and for the Centre to achieve their respective goals.

I hereby declare that the above details are true to the best of my knowledge.


C. Sajeesh Kumar
14-08-2017

Appendix II

Presentation made on 30-01-2016

Greetings to all!

Thank you for the opportunity provided to present the activities carried out on my assignment in the Centre for publishing.

If I am right, to my knowledge, I happened to be the first faculty in publishing in India. Before this Centre, there exists various diploma/certificate programme in Publishing in other Universities of Delhi, Jadhavpur, Calcutta and IGNOU. But they are part time programme or distance learning and are run or associated with language or other schools. So this Centre happens to be the first to offer regular full-time programme with a full-time faculty.

Being from an Industry to academic transition, that too as a faculty level in a University the responsibilities are huge and started the journey being aware of that.

I shall try to present, what I aimed, where I am up to and the challenges related to them.

I relate my activities to three major segments, academic programme, publication programme and other university publications and activities.

The success of any academic programme depends on three factors, the faculty, textbooks/study materials available and the proper infrastructure. So, I focussed on developing all these things. At present the programme was run with the support of adjunct faculty and the need of regular faculty was immense.

Though the programme was successfully run with the help of adjunct faculty the challenges are a few.

1. Immediately getting good adjunct faculty from publishing houses is not easy.
2. Rescheduling the classes based on the adjunct faculty's pressing demands in their own organisation.
3. Lack of time to devote 64 hours of teaching in a continuous assignment. In my experience as a beginner, I need to spend nearly four days to prepare for a two hour lecture.
4. Due to different reasons, every year we need to search for new faculty as a result the continuity cannot be established in an academic process.

Some of my friends asked me, how you expect my company to give two days of leave in a week for my personal assignments as well as myself getting dual-payment.

As the publication programmes are simultaneously moving the requirement of copyeditor and design editor was my priority.

This would serve the dual purpose of utilising them for the academic activities also, where the editor can handle the editorial theory and practice and the designer can handle the Design classes and assist the students in their project work. This would completely relieve the first semester faculty assignments.

The second thing is the availability of required study materials and textbooks. Since it is a unique programme there exist no textbooks immediately available. Some of the foreign books available were more of referencing nature and the price was too high. So creating proper textbooks was my next priority.

When I entered to the publishing field, I was desperately searching books related to publishing; the only book I got access was the CMS. This unavailability of books prompted to write a book on Book Publishing that was published in 2009. This book provides an overall understanding of what happens in a publishing house. This I republished in 2105 and gave free copies to all the students.

The course, Introduction to Publishing was very vast and indefinite and history. I trusted on Britannic Encyclopaedia, The Oxford companion to the Book and the History of printing in India, Volume-1, II, III by Mr. Kesavan. As history and facts are involved in developing a textbook for this topic would require much research and time.

For the other paper I taught, Legal and Ethical issues in Publishing, I have prepared my study material which I have circulated to the students. These notes will be converted in to a book on Legal and Ethical issues in Publishing. To gain more knowledge in this area, I have joined for the Diploma programme IPR from IGNOU.

For the rest of the papers, especially editorial theory and practice, Children's Publishing, Design, I stressed each adjunct faculty to prepare notes with the aim of publishing it as a text book in period of teaching two to three batches. Out of this Subh Saluja an adjunct faculty for design, started working on the book and was ready with contents and a chapter in September 2015.

Curriculum development

A curriculum for the programme already existed when I joined. When I published my book on Book Publishing, and as a part of promotion I send it to Director of the Publishing Programme in Calcutta University. Then he sent me their syllabi and asked for my comments. With my previous experience of running a certificate course in Publishing and copyediting to college students in

Chennai and writing this book I suggested some restructuring and revision of their syllabi which were accepted by them in 2009 itself. With this experience, I reviewed the current syllabi and for a PG diploma in publishing programme, I found it well-structured except with some repetitions and with some issues.

In the legal and ethical issues, the Constitution, Indian contract act, tort law, sale of goods act, negotiable instruments act, labour laws, company laws and establishment act were included which were not immediately going to help a beginner. With the discussion with the then Director, instead of that topics, Digital rights management and Creative commons were taught.

For the completeness of the programme, the paper E Publishing was added as an optional paper in the second semester, immediately.

In the mean time I wrote and met the earlier adjunct faculties of the first batch and requested for their suggestions and comments on the paper they have handled earlier.

During my initial discussions with the senior professors, I was focussing to develop this programme after five years. For this I started doing a research of the entire existing publishing programme and their syllabi in different universities of the World.

My view was to carve the second year optional programmes as stand-alone programmes, that could be offered as separate diploma/certificate courses. So that University can advertise for the programmes and external students can join with the regular students in the second year. This would help the strength of the classes in the second year medium supporting the optimum utilisation of resources and revenue earning. Some of these these courses would be Epublishing, Technical Editing, DTP, Translation programme etc.

Initial discussions also yielded the idea of starting a three years undergraduate course in Web-publishing which Madras University has planned to offer. To know more about this, I visited Madras University on my own to understand its functioning. I met Dr. Vijyalakshimi, Head of the Department of Computer science under which the programme was initiated. To my knowledge though the syllabus was approved and uploaded in their website in 2014 itself the programme has not been started till my last visit in 2017.

These expansions were possible only after stabilising the existing programmes.

Infrastructure

In addition to the faculty and textbooks, the infrastructure to run the programme was a day-to-day trauma. Though I could fully understand our limitations, students comparing their own class and facility with other classes could not be neglected.

With repeated requests, the then planning Director assured to provide a big hall in SSH block. With the vision of converting that room into a multipurpose room and a workstation, the

proposals for purchasing 10 computers, required software, printers, projectors, public address system and forty-seating capacity were made and got approved and were purchased.

While mentioning infrastructure, I cannot neglect, the difficulties of adjunct and visiting faculty of not only publishing but of all the programmes of the University repeatedly demanding for a place to sit and prepare for the classes. I was helpless to answer these repeated requests. One of the senior adjunct faculty, when I met, told that even drinking water was not offered to them.

Teaching

For me, teaching a unique programme like this is different from the traditional programmes. In traditional programmes, a faculty would have at least five to 6 years of the exposure to different courses while studying their graduation, postgraduation and research programmes itself and the knowledge acquired can be easily transformed into teaching. But in this field, as we say in Public administration, 15 years of experience is one year experience repeated 15 times.

But with the aim of learning I volunteered to teach subjects Introduction to Publishing and Legal and Ethical issues in publishing which were new to me. This has led to me for a wide scope of learning and research.

During my college days, though my sessions are one hour I know how it is difficult to sit and listen continuously. So I am fully aware of the need to make the classes as interesting as possible in a two hour session. So all my sessions were supported with PPTs that enables thinking and interaction.

While preparing the PPT's my interest also expanded to develop each of these sessions into a good video or a documentary.

For this I did joined in YMCA Delhi in last May to know how to develop a video reflecting my thoughts. On the process I learned little script writing, and few software to edit videos, mix sound tracks and photography, etc. But for preparing a video of 4 minutes it took nearly 8 to 10 days (one hour each), excluding the script and photograph selection. I understood it is not a easy process and it require a huge investment and time. But I hope to convert all my PPTs to documentary someday.

I shall now show my attempt in this

Video

Books

To supplement teaching, as I told earlier, I have completed 95% of the book Proofreading Skills. This would serve as a text for the optional paper Technical Editing.

I have also completed the literature collection on Journal Publishing and planning to publish a book on academic writing with coauthors.

In the mean time I volunteered to take a few sessions to the student of different schools on Ethics in Writing, Plagiarism, Defamation, Copyright etc. I offered these sessions to MA Literary Art, Ma Psychology, MABA and BA English.

I also attempted with my two of my colleagues to launch a new course in Academic Writing with inputs from other faculty. The syllabus drafted was sent to School of Lettters and School of Liberal Studies in March 2017 and it could not take off yet. A book for this topic Academic Writing is also on the anvil.

I would like to mention a work that was mere accidental. Rather than any other title I was very much excited about it and it is my priority now. It is *Book of Books*. The idea came when I was going through the book *Oxford Companion to the Book*, I came across a term 'Chained Books'. When I started searching on this term that lead me collect nearly 120 such terms which refers to the form and transformation of books through the ages.

Each entry runs to 1 to 2 pages based on a common structure.

What is it?

What are its other names?

Period and place of origin

History behind the origin

Its structure/artistic marvel/process

Where it is available or seen etc.

Assignments & Assessments

All the assignments are aimed at research in publishing and with the scope of developing them in to individual books or monographs.

The major world book fairs

The University Presses in India

Book Clubs in India

Publisher's Association in India

Literary Festivals in India

Fiction Publisher's in India

Academic Publisher's in India

Trade Publisher's in India

Seminars & Field-visits

To gain more knowledge from experts nearly 16 seminars, four one-day workshops were organised in the last year, Nine field-visits were organised and three panel discussions were organised.

Internships

For all the students internships were organised on the top publish houses, Penguin, Harper Collins, Hachette and Bloomsberry & Sage, with the aim of them being absorbed there, but it did not happen. Except Sage, getting the internship is not easier. Vetting and restructuring the resume of all the ten students, more than thirty mails and 20 to thirty calls to each organisation have yielded it.

Projects

For a better output and understanding, I took the responsibility of guiding all the students in their projects. The projects were to publish a book by each of the group. For this they have to undergo the entire processing of creating a publishing company, creating their own logo, acquiring ISBN, acquiring a manuscript, edit, typeset, proofread, finalise CRC, publish. In the first batch, it was a six month project and they reached 40% of my expectation level.

In the second batch for more perfection, I designed it as an one year project to include promotion, release function and sales within the students, faculty and non-teaching staff, similarly with IGDTUW apart from their family, relatives and friends.

Initially the batches started with the topic of Women Publishers in India, The book sellers of Delhi. But after initial field visit to Zubaan they changed to other topics.

Here my aim is that through sales, every student should get back their fees they paid to study the programme. Yes, I admit that failed in my mission of experimenting.

The second batch reached up to 25% of my expectation level.

Promotion

As a new programme, the efforts to make the programme visible are widely done.

Initially mails, not only about the programme but about the University are sent to nearly 1000 booksellers and publisher's in Delhi are sent.

Two thousand fliers were distributed in the 2015 world book fair, three thousand fliers were distributed in the 2016 book fair. In 2016, these flyers were also distributed through the stalls of Sage, Zubaan, Vitasta, OBS, AITBs, All about book Publishing, etc.

During admission time, the posters were also displayed in the major book stores in Delhi.

To make the programme visible among the University Students the flyers were displayed inside the library and in each cabin of the library.

To every field visit, to book houses, the fliers were distributed, and to every guest faculty were given 15 to 20 flyers to spread the message.

Information was shared with each school of AUD and the flyers were put in the cabins of different school and their offices.

Mails were sent to the Principals of Delhi colleges.

Last year the aim was to send mails to all the final year undergraduate and postgraduate students of AUD and IGDTUW.

AUD Press

The other major assignment of the Centre was to initiate a publishing house in the name of AUD Press. Of all the three segments mentioned the thing that fascinated me much was this. This is my priority. Since I was aware of the state of the functioning of other University Presses, established some hundred years ago and lost their publishing values and ultimately become printers, I thought there is very good scope to establish a good publishing house with standards.

After my initial one-and-a-half years of experience in a publishing company, I took the responsibility of building a publishing company from scratch. I was the only employee of that company. With one title in the first year and four titles, our inhouse team was able to publish nearly 140 titles in ten years. Also I was independently handling more than 200 authors, the press and post-press activities and also the promotion activities.

I was completely aware of the challenges in starting a new press at AUD and the way to move forward was submitted as a concept note to the University in January 2015.

To start with, for any publishing firm, the immediate needs are:

Getting the ISBN

Clear of the focus area

Create the policies and guidelines

Create the proposals and contracts

Start acquiring the manuscripts

Other Publication Activities

The third major work that is being handed over to me by the planning division is processing the annual reports of the University.

I have independently handled four reports for the years 13-14, 14-15, 15-16, 16-17, each of about 200 to 250 pages.

Dealing with all the schools, hundreds of faculty, administrative divisions, checking the names and facts, restructuring and reorganising, editing, applying the APA to style to all the scholarly publications, proofreading and finalising the CRC are involved in this work.

From a publisher's perspective, though they are reports the work involved is more than publishing four books of nearly thousand pages of CRC.

One of the book publications from AUD is the outcome of the IRC conference by SBBPPSE.

Apart from this, the other publication works are information booklet (2015), two admission bulletins, more than 25 admission flyers etc.

The other on-going works for publications are the *Reflections on Teaching* and *EHSAAAS Clinical Work hand book*

Out of the three segments, the segment that took my major time is publishing the annual reports of the University.

If you ask me out of the three segments, which took my most of time and efforts, I would answer beyond doubt that it is these reports.

Miscellaneous

Apart from this, whatever the task assigned by the University is carried out. I was member of six committees, special invitee of five committees, Student coordinator for all the book fairs. I have attended all the four book fairs consecutively, that is for 36 days in which Saturdays and Sundays counts to 16.

Made visits and report of other university presses, made other drafts as and when needed.

Self-evaluation

The self-assessment of my activities to three major segments said above—academic programme, publication programme and other university publications and activities—is 65%, 10% and 70% respectively.

Thank You.



Handwritten signature and date: 12/03/18

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APPENDIX III

Ambedkar University, Delhi



अम्बेडकर विश्वविद्यालय, दिल्ली

No: AUD/3-5/193/CP/2014/Acad./1536

10th October, 2014

Mr. C. Sajeesh Kumar
16/34, Palace Road
Thuckalay
Kanyakumari Distt.-629175
Tamil Nadu
esajeesh@hotmail.com

Sub: Appointment to the post of Associate Professor on Contract basis
in the Centre for Publishing, AUD

Dear Mr. Kumar,

This has reference to your application for the post mentioned above at the Ambedkar University, Delhi. On the recommendation of the Selection Committee constituted under its Act/Statutes and with the approval of its Board of Management, the Ambedkar University, Delhi, is pleased to offer you appointment to the post of **Associate Professor** on the following terms and conditions:

1. Your appointment is in the Pay Band of Rs.37,400-67,000(PB-4) with an Academic Grade Pay of Rs. 9000/- and initial pay as per rules.
2. You shall, in addition, be entitled to dearness allowance, house rent allowance, conveyance allowance and such other allowances at such rates as are prescribed by the University from time to time.
3. Your appointment is subject to the provisions of the Ambedkar University Act, Statutes and Ordinances framed under the Act.
4. The tenure of your appointment shall be initially for a period of three years and extendable for another two years subject to an annual review every year.
5. Your appointment shall be in the Centre for Publishing(CP) and you will report to the Director, School of Business, Public Policy and Social Entrepreneurship.
6. During the period of your contractual appointment, you shall enjoy all the rights and privileges as a teacher of the University and discharge all the duties and responsibilities devolving on you as a teacher.
7. This appointment can be terminated by either party giving **three** month's notice in writing or on payment of three month's salary in lieu of notice period.
- 7.1 The period of notice can be waived or reduced in appropriate cases for valid reasons, with the approval of the Board of Management.

APPENDIX IV

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अम्बेडकर विश्वविद्यालय दिल्ली



Ambedkar University Delhi


No. AUD/3-6(3)/Dy. Dean/2012/Acad./

Dated : 13-10-2015

NOTIFICATION

The Vice-Chancellor has been pleased to appoint Mr. C. Sajeesh Kumar, Associate Professor, as Dy. Director of the Centre for Publishing, till the tenure of his initial contractual appointment, i.e. 02.11.2017.

The appointment will take effect from the day he takes charge. Mr. Kumar shall discharge responsibilities assigned to him by the Director and/or the Vice-Chancellor over and above his normal duties.


13/10/15
Dy. Registrar
(Academic Services)

Copy forwarded to the following for information and necessary action :

1. Office of the Vice-Chancellor
2. The Dean, Academic Services/SS/SUS/SHE/SDS/SHS/SCCE/SLS/SDes.
3. The Director, SBPPSSE/CCK/CECED/SES/CoP/CSSRM
4. Mr. C. Sajeesh Kumar, Associate Professor, CoP
5. The Advisor, Planning
6. The Registrar
7. The Controller of Finance
8. The Librarian
9. Director (IT Services)
10. Webmaster for uploading on Intranet
11. Personal File/Office Order File.



No: AUD/3-3/ (184)/2017/Acad Services/975

Dated: 02.11.2017

OFFICE ORDER

On the recommendations of the Performance Review Committee as approved by the Vice Chancellor, the tenure of appointment of Mr.C.Sajeesh Kumar, Associate Professor in the Centre for Publishing has been extended provisionally for a period of six months beyond 02nd November, 2017, on the prevailing terms & conditions.


02/11/17
Deputy Registrar
(Academic Services)

Mr.C.Sajeesh Kumar
Associate Professor
Centre for Publishing

Copy to :-

1. Director, Centre for Publishing
2. Controller of Finance, AUD
3. Assistant Registrar(VCO)
4. Senior Consultant, Finance/Audit Division



अम्बेडकर विश्वविद्यालय दिल्ली

Ambedkar University Delhi

No.AUD/3-3(193)/2014/Acad./980

Dated: 03-11-2017.

Mr. C. Sajjesh Kumar
Associate Professor
Centre for Publishing
Ambedkar University Delhi
Kashmere Gate Campus
Delhi - 110006

Sub: Annual Review reg:

Sir,

This is with reference to the University Office Order No. AUD/3-3(184)/2017/Acad. Services/975 dated 2nd November, 2017 extending your tenure of appointment provisionally for a period of six months beyond 02nd November, 2017 on the prevailing terms of conditions.

In this regard, on the basis of the recommendations given by the Performance Review Committee and approved by the Competent Authority, you are requested to submit self-appraisal report with detailed documentations/evidences for substantiating the claims being made in the report, 4th December, 2017.

Further, it is to inform you that an Expert Committee with external members shall be constituted in which you will be required to make presentation on the role/responsibilities associated with your positions as outlined in the Advertisement against which you were appointed, before the Committee. The Expert Committee meeting and a review meeting is likely to held before 5th February, 2018.

This issues with the approval of the Competent Authority.

Yours sincerely,

Deputy Registrar
(Academic Services)



No: AUD/3-3/(193)/2017/Acad Services /106

Dated: 13.02.2018

Mr.Sajeesh Kumar
Associate Professor
Centre for Publishing
Ambedkar University Delhi
Kashmere Gate Campus
Delhi-110006

Subject: Annual Review

Sir,

This is in reference to the University Office Order No.Aud/303(184)/2017/Acad/Services/975 dated 2nd November,2017 regarding your annual review, wherein it was mentioned that an Expert Committee will review your case for extension of your tenure beyond 02nd May,2018.

In this regard, I am directed to inform you that on the recommendations of the Expert Committee made in its meeting held on 30.01.2018 and as approved by the Vice Chancellor, your services beyond the six months ending on 02nd May,2018 shall not be extended.

This issues with the approval of the Competent Authority.

Yours sincerely,


Deputy Registrar
(Academic Services)

Copy to :

1. The Director, Centre for Publishing, AUD
2. Sr.Consultant, Finance, AUD

Bio-note - Prof. BHARATI BAVEJA

Dr. Bharati Baveja worked as a **Professor** in the Department of Education and was the Dean and Head of the Faculty of Education (Central Institute of Education), University of Delhi between 2006 and 2009. She joined Delhi University as a lecturer in 1984 and became an Associate professor in 1989. She was also the **Director of Women Studies and Development Centre**, Delhi University, Presiding Officer, Internal Complaints Committee, Delhi University and **Provost** of the PG Hostel for Women at the time of her retirement. Before joining CIE, she taught at the Department of Education, Jamia Millia Islamia.



Prof. Baveja pursued her M.Sc. Zoology from Delhi University. After completing her M.Ed. with a Gold Medal from Jamia Millia Islamia, she obtained her Ph.D. degree in Education from Delhi University. She also had the honour of receiving the British Technical Cooperation Scholarship.

Her area of study and research is 'Cognitive Psychology, Pedagogy & Teacher Education.' Her chapter, "Culture, Cognition and Pedagogy", which is part of the sixth survey commissioned by ICSSR, is under publication by the Oxford University Press.

During her Headship at CIE, she led a major curriculum renewal process in the field of Teacher Education which resulted in a paradigmatically different Teacher preparation Programme. Courses designed under this programme have been adopted by several States and private universities in India. Her concern and dedication towards the cause of Teacher Education is reflected in her chapter titled, "Situating teacher education in the Indian context: A paradigm shift", in the book, "Foundations of Indian Psychology", published by Pearson.

In view of her distinguished services rendered to the cause of Teacher Education, she was conferred with the 'Award of Eminence' by the Indian Association of Teacher Educators on the occasion of 46th Annual Conference.

Her research papers and articles have been published in various National and International journals. She has participated in several National and International seminars/conferences in different capacities such as key note and invited speaker, chairperson and paper presenter on a variety of subjects. The recent ones are, "Reflection in Teacher Education", keynote address at Jamia Millia Islamia and "Reconstructing Professional Identity; Some Reflections", T.K.S. Menon memorial lecture at Banaras Hindu University in March 2016.

In different capacities she has travelled several countries across the Globe, such as, Australia, China, Japan, Hongkong, South Korea, Canada, Muscat, UK, Spain.


Prof. Baveja also delivered the Foundation Day Address at Maharishi Valmiki College of Education, University of Delhi and Inaugural Address at the Annual Convocation Exhibition at the occasion of the 93rd Annual Convocation, University of Delhi, in November 2016. She was also a Resource Person in the 3rd Vertical Interaction Course for senior Police Officers from March 6-10, 2017 at the National Law University, Delhi.

Prof. Baveja is a member, in different capacities, of various academic bodies, State Universities, UGC, NCERT, etc. She is also a member of the Consultative Committee, Inter University Centre for Teacher Education, BHU.

Several PhD and MPhil scholars have completed their thesis under her supervision. She continues to engage in Doctoral research as a joint supervisor, at Delhi University. Her current endeavour is in the field of evolutionary psychology.

DETAILED RESUME OF PROF. BHARATI BAVEJA

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Title	Professor	First Name	Bharati	Last Name	Baveja	Photograph 
Designation	Professor & Director (Retd. Date of superannuation 31-07-2015. Total period of experience about 35 years.)					
Department	Department of Education and Women Studies and Development Centre, respectively.					
Address (Campus)	Retd.					
(Residence)	534, Sec. 31, Gurgaon, Haryana. 122001					
Phone No. (Campus)	0124 4090103					
(Residence)						
Mobile	9818352575					
Fax						
Email	bharatibaveja@gmail.com					

Education			
Subject	Institution	Year	Details
Ph.D.	Department of Education University of Delhi	1988	<i>Thesis Topic</i> : An Experimental Study of Information Processing Models of Teaching in Classrooms of India
M.Ed.	Teachers College Jamia Millia Islamia	1980	<i>Subjects</i> : Foundations of Education, Research Methods & Statistics, Educational Psychology, Teacher Education, Administration & Supervision
B.Ed.	Teachers College Jamia Millia Islamia	1976	<i>Subjects</i> : Teaching of Biology, Teaching of Chemistry, Foundation papers in Education.
M.Sc.	Miranda House University of Delhi	1974	<i>Subject</i> : Zoology
B.Sc. (Hons)	Miranda House University of Delhi	1972	<i>Subject</i> : Zoology (Main), Botany , Chemistry (Subs.)

STATEMENT OF TEACHING			
Organisation/Institution	Designation	Duration	Role
Department of Education University of Delhi	Professor	July 1998 –July 2015	Teaching, Research and Administrative responsibilities
Women Studies and Development Centre	Director	July 2013 -2015	Administrative & Academic
P G Women Hostel	Provost	December 2012 to 2015	Administrative
Faculty of Education, University of Delhi	Dean & Head	November 2006—October 2009	Administrative & Academic
Department of Education University of Delhi	Reader	September 1989 – July 1998	Teaching, Research and Administrative responsibilities
School of Correspondence University of Delhi	Lecturer	February 1988 – September 1989	Teaching and Preparation of Reading material.
Department of Education University of Delhi	Lecturer	August 1984 – January 1988 Ad-hoc	Teaching and supervision of student teachers
Department of Education Jamia Millia Islamia	Lecturer	July 1980 – November 1983	Teaching and school experience supervision .
Lady Irwin College University of Delhi	Lecturer	September 1978 – July 1979	Teaching and school experience supervision.
Department of Education Jamia Millia Islamia	Lecturer	September 1977 – July 1978	Teaching, Research and Administrative responsibility

Research Interests / Specialization
 • Cognitive Psychology, Pedagogy, Science Education and Teacher Education

Teaching Experience (Subjects / Courses Taught)
M. Phil.
 Culture, Cognition and Pedagogy

M.Ed.

Psychology of Learning & Intelligence, Science Education, Teacher Education.

B.Ed.

Educational Psychology. Teaching of Biology and Pedagogy of Integrated Science.

Honors & Awards

- British Technical Cooperation Scholarship
- M.Ed. (Gold Medalist)
- Award of Eminence in the field of Teacher Education , December 2012

Publications (RECENT)**CHAPTER IN A BOOK**

Year of Publication	Title	Publisher	Co-Author
2012	Exploring Minds: Alternative Conceptions in Science,	ELSEVIER, Procedia- Social and Behavioural Sciences, 55, 1069-1078.	Chhabra M.
2012	Teacher thinking about Knowledge, Learning and Learner: A Metaphor analysis.	ELSEVIER, Procedia-Social and Behavioral Sciences, 55, 317-326.	Kalra, M. B.
2017	CULTURE, COGNITION & PEDAGOGY (under print) Open University Press.	Sixth Survey, ICSSR.	
2011	" Situating Teacher Education in Indian Context: A Paradigm Shift", in Foundations and Applications of Indian Psychology. 2014 P.125—134.	PEARSON 2014	
Book Review : 2014.	Basics in Education	NCERT, Sri Aurobindo Marg, New Delhi	

In Indexed / Peer Reviewed Journals

Year of Publication	Title	Journal	Co-Author
2012	Trends in Teacher Thinking Research (under publication)	CICE Journal	Joint Authorship (PhD Scholar)
2011	Myths and Challenges of Teaching Science	Submitted for publication	Ms. MahimaChhabra (PhD Scholar)

Articles 2010 Contribution in" An Unconditional Service"
 —Teaching an ethical profession.

PUBLICATIONS PRIPOR TO 2010

1. "Reflections on Lesson Planning" published by Institute of Advanced Studies in Education, University of Delhi, Delhi 2002, 42-50.
2. "Studies on Cognition: A Paradigm Shift". Indian Educational Review. 2002, Vol. 38, 28-42.
3. "Resensitising Education: Situating Learning in Context." Journal of Indian Education. 2001, Vol. XXVII, 41-48.

Conference Presentations and other Lectures	
1. Keynote Address, SOE, Department of Education, JMI, New Delhi, May, 2016.	Reflection in Teacher Education
2. Memorial Lecture , Indian Association of Teacher Educators March 2016, Banaras Hindu University	Reconstructing Professional Identity: Some Reflections
3. Keynote Address National Seminar for in-service teachers "Cambridge Foundation" December 2015	"Changing Minds : Towards Meaningful Education"
4. Keynote Address, Mahatma Gandhi International Hindi University, Wardha, March, 2015	Culture, Cognition & Pedagogy
5. Coordinator, December 19 th . 2013 to January 2 nd . 2014 and March 12 th . to 19 th 2014.	1. Women's Studies 2. How Individuals Learn?
6. Introductory Remarks, Institute of Advanced Studies. Shimla, March 11-13, 2014	"Locating Gender in Neo-middle Class in India".
7. Conflict to Congruence: Building Holistic Perspectives, Gargi College, University of Delhi, New Delhi, Nov. 2012.	Technology, Mind and Development,
8. Academic Congress, Rethinking Education: Processes and Pedagogies, University of Delhi, Delhi, Sept.2012	Redefining the Classroom: Convergence of Open and Classroom learning
9. International Conference on New Horizons in Education, INTE, 2012, June 5-7, 2012, Prague, CZEH Republic	Exploring Minds: Alternative Conceptions in Science
10. International Conference on New Horizons in Education, INTE, 2012, June 5-7, 2012, Prague, CZEH Republic	Teacher Thinking about Knowledge, Learning and Learners: A Metaphor Analysis
11. <u>Canada international Conference on Education, Guelph University, Ontario, Canada, June 18-21, 2012.</u> Chaired a Session on CROSS DISCIPLINARY AREAS IN EDUCATION.	1. Trends in Teacher Thinking Research. 2. Teaching of Science: Myths and Challenges. 3. Representation of Nature of Science in Under Graduate Science Courses in India
12. <u>National Seminar on Teacher Education- Pedagogic Trajectories September 23-24, 2011.</u> Chaired a Session on " Teacher Education Programme-Looking Through a Kaleidoscope	
13. Chief Guest address, Institute of Home Economics, University of Delhi,	Orientation Programme. July, 15 th . 2010.

14. Resource person, Orientation Programme and Refresher courses, CPDHE, Univ. of Delhi, July, November, 2010 and February, 2011. May 2012	1. Cognition and Pedagogy 3. Effective Teaching
15. Global Conclave of Young Scholars of Indian Education. NIEUPA. January, 2011.	Chaired a session on Pedagogy and Approaches to Learning.
16. National Conference on "Changing Role of Teachers In Contemporary India: Policy and Practice" Delhi University, March, 2011.	Chaired a Session on Diversity in Education: Cast, Gender & Inclusion
17. National Seminar on Women's Education: New Dimension, Bundelkhand University. March, 2011.	Chief Guest & Key Note Address
18. National Conference on 'Excellence in Higher Education', IIT Delhi, April 2011.	Chaired a Session and presented a paper
19. National Seminar on 'Quality in Education' I.P. University. April, 2011.	'Myths and Challenges of Science Teaching'. Valedictory Address.
20. Conducted a Workshop in Bharati college University of Delhi, May 2011.	'Conducting Tutorials Effectively'
21. Resource Person, Refresher Course, Academic Staff College, JMI, May 2011.	'Teacher Education: Identity and Empowerment'.
22. National Seminar, HCE Sponsored, Hindu College, Sonapat, Haryana. Chief Guest. Nov. 2010.	Keynote Address Emerging Trends in Teacher Education.
23. Evaluation in Schools: Issues, Challenges and trends, Gargi College, University of Delhi, February, 15, 2010	Plenary Speaker
24. Curriculum Design, Development and Evaluation, Indira Gandhi National Open University, December, 17, 2009	Different approaches to curriculum transactions: behaviorist, cognitivist, constructivist
25. Educazione Permanente Neidifferenticontesti formative, University of Bozen (Italy), December 3-4, 2009	Approaches and Methods for life-long learning in India
26. Professorial Lecture, Department of Education, University of Whales, UK, November 20, 2009	Education Sector in India: Issues and Concerns
27. Third Symposium for Asian Teacher Education Consortium (ATEC), Hunan Normal University, October 22 - 25, 2008	Teacher Education in India : Current Status and Future Vision
Public Service / University Service / Consulting Activity	
<p>Member, Academic Council, Maulana Azad National Urdu University</p> <p>Member, Board of Studies, School of Education, IGNOU.</p> <p>Member, Board of Studies, Department of Education, Jamia Millia Islamia, New Delhi</p> <p>Held following positions (formerly)</p> <p>Presiding Officer, Internal Complaints Committee, University of Delhi. Additional charge</p> <ul style="list-style-type: none"> ▪ Provost, University hostel for Women. Additional charge ▪ Executive Council's nominee, Managing Committee, University Hostel for Women, Delhi University. ▪ AC nominee, Central Board of Secondary Education, New Delhi. ▪ Member, Managing Committee, Equal opportunity Cell. 	

- University Representative, School of Rehabilitation Science.
- Visitor's Nominee, Jamia Millia Islamia.
- Visitor's Nominee, Central University of Kashmir.
- Visitor's Nominee, Central University of Jammu.
- Member, Panel of Experts, ICSSR, MHRD
- University Expert, Selection Committees of several colleges
- University Representative on Governing Body, M. V. College of Education, Delhi University
- University Representative on Governing Body, Janki Devi Memorial College, University of Delhi
- Member, Board of Studies in Education, Banaras Hindu University
- Member, Subject Expert Committee, ICSSR
- Member, Research Degree Committee in Engineering Education, Punjab University, Chandigarh

Former

- Member- Working Group for Curriculum Development, Secretariat of Higher Education, Govt. of Gujarat.
- Indian Association of Teacher Educators.
- Comparative Education Society of India.
- Member, Screening-cum-Progress Monitoring Committee: ERIC, NCERT. (former)
- Executive Member, Asia Teacher Education Consortium
- Member, various academic bodies: University of Delhi, JMI, Banaras Hindu University, Kurukshetra University and MD University, Rohtak.
- Member, Faculty Committee, Jamia Millia Islamia
- Member, Faculty Committee, Banaras Hindu University
- UGC Nominee, Monitoring and Evaluation Committee for Departmental Research Projects .
- Member of National Focus Group on Teacher Education, National Curriculum Framework, 2005. NCERT.

In addition, Prof. Baveja delivered the Foundation Day Address at Maharishi Valmiki College of Education, University of Delhi and Inaugural Address at the Annual Convocation Exhibition at the occasion of the 93rd Annual Convocation, University of Delhi, in November 2016. She was also a Resource Person in the 3rd Vertical Interaction Course for senior Police Officers from March 6-10, 2017 at the National Law University, Delhi.

Other Details

- No. of Ph.D. scholars who have been granted degrees – 16
- Viva pending-1
- No. of Ph.D. scholars pursuing research – 2
- No. of M.Phil. scholars awarded degrees – 13

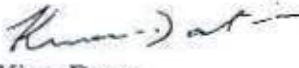
Appendix-26

Ambedkar University Delhi (AUD)
Board of Management (BOM)
Standing Committee (Disciplinary Matters)

A meeting of the Standing Committee (Disciplinary Matters) was held on 15 March 2018, to consider the recommendations of the Committee for Prevention of Sexual Harassment (CPSH) in case no. 2017-1. The meeting was attended by Dr. Kiran Datar and Dr. Salil Misra.

The Committee examined the recommendations made by the CPSH and recorded the following observations:

- The Committee accepts and endorses recommendations 1-5 and 7. With respect to recommendation no. 2, the Committee is of the opinion that all the permissible leaves available with the defendant should be used including 'leave not due'. It is only after all the permissible leaves have been exhausted that the option of 'leave without pay' should be resorted to.
- With respect to recommendation no. 6, the Committee is of the opinion that the recommendations of the CPSH on the current case should not have implications for the period after six months. If the defendant persists with his gender-based abusive behavior, after re-joining AUD, the University should initiate fresh enquiry and place all the records before the appropriate body for disciplinary action.
- After incorporating the amendments mentioned above, the recommendations of the CPSH on the case no. 2017-1 should be implemented immediately.


Kiran Datar

20/03/2018


Salil Misra

Extract of the report of the CPSH in
Recommendations CPSH case 2017-1 409³

1. The IC recommends that D gives an undertaking (written and handed over under supervision by CPSH) that he has read the AUD Policy against sexual harassment and understands that his gender-based abusive language to the complainant is violative of AUD Policy, violative of all norms of professional conduct and that he understands that this behaviour, and the violation of the restraining order, will attract appropriate penalties.
2. For the violation of the restraining order, the IC recommends that D be notified by the Dean Academic Services to proceed on leave (unpaid or paid) as per AUD rules and withdraw from all teaching and other academic activities with immediate effect for a period of six months.
3. Further, given that D has used his official AUD email ID to create a hostile environment for the complainant, the IC recommends that D's AUD email ID be suspended.
4. Noting the repeated and continuous nature of D's gendered abusive behaviour towards the complainant, and other female colleagues of the School, the IC recommends that the defendant seek mental health assistance by experts recognised by AUD medical rules during the period of his leave of absence from the university. This leave period may be extended as per medical advice in accordance with AUD leave rules.
5. D may return to work, and have the email ID restored, only with a fitness certificate from above mentioned recognised experts.
6. Should gender-based abusive behaviour by D recommence after the above recommendations are carried out, his services be suspended as per AUD's service rules.
7. The IC recommends that other issues revealed during the inquiry but outside its purview—related to D's use of abusive language to other faculty members of the

School in the faculty-student email group, coming inebriated to class, matters about the negative culture of academic dialogue in the School, particularly in faculty meetings, and about norms for private clinical practice—be investigated by appropriate disciplinary bodies of the university.

Geetha Venkatalaxman
20 Feb 2018

Chair CPSH, AUD.

Bharat Ratna Dr B R
Ambedkar University, Delhi



भारत रत्न डॉ. बी. आर.
अम्बेडकर विश्वविद्यालय, दिल्ली

CONFIDENTIAL

Individuals involved in 2017 Case-1 against whom recommendations have been made:

1. **D (Defendant) Wrick Mitra**
Assistant Professor,
School of Human Studies
Ambedkar University Delhi
Kashmere Gate Campus
Lothian Road, Kashmere Gate
Delhi 110006
(m) 9971050215
Email: wrick@aud.ac.in

Ambedkar University Delhi (AUD)

Academic Services

Minutes of the meeting of the Advisory Committee to Academic Services

A meeting of the Advisory Committee to Academic Services was held on 19-01-2018. It was attended by the following:

Prof. Salil Misra, PVC-2

Prof Chandan Mukherjee, Director, CSSRM

Prof. Ahmed Raza Khan, IGNOU (External Member)

Dr. Arindam Banerjee, Dean (Officiating), Academic Services

Dr. T. S.V. K. Prasad, Deputy Registrar, Academic Services

The Committee discussed the agenda placed before it and makes the following recommendations:

Agenda 1: To consider the matter of granting PhD non-compounded advance increments to Mr. S. R. Prabhakaran, Assistant Professor, School of Law, Governance and Citizenship

The committee discussed the issue and noted that Mr. Prabhakaran has been awarded his LLM degree in July, 2013 and is currently registered for his PhD degree in the Tamil Nadu Dr. Ambedkar Law University since March, 2015.

As per Clause 9.1 of the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education:

"Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of PhD awarded in a relevant discipline by the University following the process of admission, registration, course work, and external evaluation as prescribed by the UGC."

As per Clause 9.3 of the above regulations say:

"Those possessing Post-graduate degree in professional courses such as LLM/M.TECH/ME/M.V.Sc/MD recognized by the Statutory body/council shall also be entitled to two non-compounded advance increments at the entry level."

Clause 9.5 of the above regulations say:

"In respect of every other case, a teacher who is already enrolled for PhD shall avail the benefit of 3 non-compounded increments only if the university awarding the PhD has been notified by the UGC to have complied with the process prescribed by the Commission for the award of PhD in respect of either course work or evaluation or both, as the case may be."

The committee noted that no employee can get the benefit of multiple clauses at the same time.

Recommendation:

The committee recommends that Mr. Prabhakaran is eligible for two non-compounded advance increments in lieu of the award of LLM degree as per Clause 9.3 above and may be awarded the same. No other clause will be simultaneously applicable.

Agenda 2: To consider the matter of pay fixation for Ms. Saumya Uma, Assistant professor, School of Law, Governance and Citizenship

The committee noted the difference in the pay fixation of Ms. Saumya Uma by the methods suggested by the Academic Services division and the Finance division. The difference arises as while the Academic Services have fixed the pay, as per the recommendation of the Selection Committee, on the 6th Pay Commission pay scales (in which the post was advertised), the suggestion by the Finance division is based on the minimum pay as per the MHRD Notification (dated 02.11.2017) with regard to the 7th Pay Commission.

Recommendation:

In light of the fact the position was advertised on the 6th Pay Commission pay-scales and that the 7th Pay Commission pay-scales are yet to be implemented in the University, the committee recommends that the method followed by the Academic Services division should be followed in the matter.

Agenda 3: To consider the matter regarding fixation of pay at a higher level for Dr. Anoop K. Koileri in light of his professional and Academic experience in the field of Psychology

The committee discussed the matter and noted that the gross pay of Dr. Koileri at the time of joining AUD was higher than his last pay. Further, Dr. Koileri worked on different pay structure in Govt. of Kerala and the equivalence with the UGC pay structure could not be established. The

committee felt that Dr. Koileri should not receive a lower pay than his pay in the previous employment and noted that as per the pay fixed by Academic Services, his gross pay is around 20 per cent higher than his previous gross pay.

Recommendation:

The pay fixed by the Academic Services is in order and should be continued with.

Agenda 4: To amend leave rule 8 Clause (iii) pertaining to Extra-Ordinary Leave

The committee noted that as per this clause of the leave rules, a minimum of two years service needs to be completed before the Vice-Chancellor may grant Extra-Ordinary leave to any teacher who has been selected for a teaching or research assignment in another University/Institution. It was noted that there has been instances where the University has waived off the minimum service requirement with regard to the grant of this extra-ordinary leave.

Recommendation:

The committee discussed the issue and recommends that the existing rule should be preserved without amendment and the relaxation should be made in exceptional circumstances. The Vice-Chancellor may like to refer such exceptions on case to case basis to a separate committee before making the decisions.

In relation to this, the Dean, AS brought to the notice of the committee that there is no separate leave rules for faculty members in a contractual employment in the University. At the same time, the University has considered granting various kinds to leaves to facilitate their service and professional development, by making exceptions to the existing leave rules each time.

Recommendation:

The committee noted and discussed this issue and recommends that the University should formulate and institute Leave Rules for contractual faculty members, and all those, not covered by the existing Leave rules of the University.

Agenda 5: To consider the appeal filed by Dr. Pranay Goswami with regard to CAS promotion and the issue of delay in completion of Orientation/Refresher courses

The committee discussed the issue and noted the requirement of completing Orientation/Refresher courses as stipulated by the CAS guidelines within the period, which is being considered for promotion.

It was also noted that the CAS guidelines were instituted in the University only in November, 2015 and that there is a requirement of one year gap within the completion of the Orientation and the Refresher courses. Also, in the early years of the University, the faculty members have been engaged with several activities and curriculum development and programme management, crucially associated with the development of the University. The committee also noted that long queues in Orientation/Refresher programmes and occasional cancellation of Orientation/Refresher programmes have sometimes prevented faculty members from completing the requirements.

The committee also noted that in several earlier cases, delays in the completion of Orientation/Refresher courses have been condoned due to some of the above reasons. However, within the framework of the CAS rules, there is a need to conform to this requirement (Clause 1.2b, 1.3b and 1.4b of CAS rules) at some point of time in the life of the University.

Keeping all observations in mind, the committee makes the following set of recommendations on policy measures and in the specific case of Dr. Pranay Goswami:

Recommendations:

1. The University may issue a notification granting 6 months time (from the date of the notification) to the faculty to complete any pending Orientation/Refresher course requirements. Beyond this 6 month period, there will be no further condoning of delays with regard to completion of Orientation/Refresher courses.
2. The proof of application to an Orientation/Refresher courses may be considered under circumstances where the programme was cancelled or in instances of long queues in the programmes.
3. The University issues a notification stating that all pending promotion applications should be submitted to the University within 6 months (from the date of the notification).
4. It is recommended that the University adopts a principle whereby all promotion application must be submitted within ONE YEAR of the date of eligibility. If the promotion application is received by the University beyond one year from the claimed date of eligibility, the operational date of eligibility will be the 'date of application'.
5. In the case of the incumbent Dr. Pranay Goswami, He completed his Orientation/Refresher course by 05.07.2017. With the facts noted above, and that he completed his Orientation Course on by 07.02.2015, and there was a cancellation of one Refresher course that he had applied, the Committee observed that there was

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still a delay in his application for Refresher course by a few months. In light of this observation, the Committee recommends that his promotion may be granted from 1st January, 2013, six months after his claimed date of eligibility (1st July, 2013).

Agenda 6: To consider the pay fixation of Prof. Valerian Rodrigues, Senior Fellow, Ambedkar Chair in the University

The committee discussed the issue and noted that an Academic Chair Fund was instituted in the University from the University Development fund by the Board of Management in its 19th meeting held on 19.04.2016. Subsequently, the Vice-Chancellor constituted a Sub-Committee of UDF on Academic Chairs, which recommended the setting up of an 'Ambedkar Chair' in its 7th meeting held on 12.01.2017. Subsequently, the University through the due process offered the Senior Fellowship entitled 'Ambedkar Chair' to Prof. Valerian Rodrigues for a period of one year from 1st August, 2017.

The committee discussed the two proposal of fixation of salary (1) at par with that of a Senior Professor considering his 20 years service as university professor or (2) as per the BoM decision for a Visiting Professor's remuneration.

Recommendation:

The committee recommends that the salary for Prof. Valerian Rodrigues be fixed as per the BoM decision.

Agenda 7: To formalize the process of appointment of Short-term Visiting Faculty at the Assistant Professor level

This issue was tabled by Prof. Salil Misra, PVC-2 regarding the formalization of the process of appointing Short-term semester-based Visiting Faculty at the Assistant Professor level. The committee discussed the issue and recommends the following as a process for fresh appointments of such nature.

Recommendation:

1. The University may invite applications for the said positions through an advertisement in the AUD website given 15 days to the prospective candidates to apply. The University may also use the option of Walk-in Interviews.
2. A 3 member committee for interviewing the candidates may be constituted by the Vice-Chancellor having the following composition

- a. Dean of the School (Chair)
- b. Programme Coordinator (from relevant programme)
- c. Professor from outside the School/Programme where the appointment is taking place.

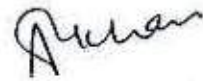
3. The recommendations of the Selection Committee should be placed before the Vice-Chancellor for approval.



(Dr. T. S. V. K. Prasad)



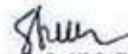
(Dr. Arindam Banerjee)



(Prof. Ahmed Raza Khan)



(Prof. Chandan Mukherjee)



(Prof. Salil Misra)

Ambedkar University Delhi
Decennial Review 2018
Terms of Reference

Decennial Review

AUD has now entered its tenth year since establishment. Over this crucial first decade the University has met several developmental milestones and has grown to become an important part of the higher education landscape in the NCR. Throughout, it has been committed to being a self-aware institution with a continuously evolving scope for introspection, reflection and recalibration. AUD, in its short existence has engaged consistently in periodic self-reviews, assessments and evaluations. The Mid-Term Review of 2013, NAAC self-study report of 2014, and Annual Quality Assurance Reports of 2015 and 2016 are some examples.

With the decennial review the intent is to consolidate previous reviews while holistically assessing the progress AUD has made in these ten years. This can be done by revisiting the challenges faced and strategies adopted to overcome them and reviewing the current status of structures and processes. There may be other developments (like a multi-campus context, a permanent campus etc.) both inside and outside of the University that may mean that the Decennial Review should facilitate an exercise to revisit the early vision and mission. These developments should be considered carefully especially in trying to imagine futures around them with participation of all the constituents of the university – teachers, students, staff, well-wishers, critics. This should not be a faultfinding exercise; rather it should do stocktaking. *The review is therefore expected to be less evaluative and more reflective in nature and with a future oriented outlook.*

How is the Decennial Review different from MTR and NAAC

MTR was scheduled at a time when the university was in its formative stages. Thus, it did not review the vision, mission and goals of the University. It was more of a stocktaking exercise on the University structures, institutional arrangements, broad contours of its programmes, faculty profile, and the plans for expansion and diversification. It was an attempt to provide a strategic direction/plan for the university for next five years.

The NAAC review was more of an evaluation of the University on a set of standardised parameters designed for a larger spectrum of institutions. It was more a performance review of the University based on these parameters for benchmarking.

What the Decennial Review can do

Decennial Review should attempt to engage with the vision and mission of the University. It should also attempt to take-stock of the University level processes and practices (pedagogical approaches, mentorship, field practicum, and the like). It should transcend the concern of the institution and delve into the larger purview of higher education. It is hoped that the Decennial Review would provide the strategic directions to the University for the next ten years.

What the Decennial Review cannot do

Such a review clearly cannot be expected to do a detailed technical evaluation of the programmes (curriculum design, course structures, course content, etc.). The Programme Review Committees will undertake this more exhaustive review of the individual programmes and units.

Objectives

The overall objectives of the Decennial Review are:

- To review the progress towards achievement of the stated objectives of AUD;
- To identify and review the progress made on the recommendations of previous such exercises including the Mid-Term Review and NAAC self-study;
- To review progress and development of the University with regards to its core activities and functioning (academic governance; teaching-learning and research; administrative systems);
- To provide directions to formulate a long-term vision and strategic plan for the University.

The specific objectives of the Decennial Review are:

- To review the relevance and appropriateness of the broad academic directions, as well as of the governance, leadership and management processes; student life cycle and support services; alumni profile and feedback; faculty management and development;

research, consultancy and extension; and infrastructure and learning resources in the context of their effectiveness in achieving the stated AUD objectives;

- To identify major constraints to the effective implementation of the academic aims and administrative initiatives, including specific problem areas, and suggest strategies / measures required to facilitate effective implementation of the stated objectives of AUD;
- To review the multi-campus context of the University and its implication on academic governance;
- To assess the manner in which courses and programmes are developed and revised through the Programme Committees, School level Boards of Studies, Standing Committees of the Academic Council, and the Academic Council itself;
- To take-stock of the significant programmatic achievements (as emanating from programme reviews) in terms of key outputs / outcomes of the academic and other programmatic initiatives undertaken by AUD so far;
- To derive the major lessons learnt during the implementation of the academic objectives of the University, outline ways for continuous organizational renewal and suggest strategies to capitalise on the University's strengths in the coming ten years;
- To contextualise the recommendations for the University in the larger ecosystem of higher education and provide a broad direction of further growth in new areas.

The composition of the Decennial Review Committee will be as follows:

- Professor N. Jayaram, Formerly with Tata Institute of Social Sciences, Chairperson
- Professor Chiranjib Sen, Azim Premji University, Member
- Professor Gopal Guru, Jawaharlal Nehru University, Member
- Dr Mathew Varghese, St. Stephen's Hospital, (Former Member, Academic Council AUD), Member
- Professor Pankaj Chandra, Vice Chancellor, Ahmedabad University, Member
- Professor Chandan Mukherjee, Ambedkar University Delhi, Member
- Professor Praveen Singh, Ambedkar University Delhi, Member
- Dr Gunjan Sharma, Ambedkar University Delhi, Faculty Secretary



**Ambedkar University Delhi
Undergraduate Studies Review 2018
Terms of Reference**

Preamble

AUD has now entered its tenth year since establishment. Over this crucial first decade the University has met several developmental milestones and has grown to become an important part of the higher education landscape in the NCR. The University has been committed to being a self-aware institution with a continuously evolving scope for introspection, reflection and recalibration. AUD, in its short existence has consistently engaged in periodic self-reviews, assessments and evaluations. The Mid-Term Review in 2012-2013, NAAC Accreditation in 2014, and functioning of Internal Quality Assurance Cell since 2015, are some examples. As a unitary university without a system of affiliated colleges, the undergraduate programmes of study, housed in the School of Undergraduate Studies and the School of Vocational Studies, are central to AUD.

Review of Undergraduate Studies at AUD

The School of Undergraduate Studies (SUS) offers BA Honours programmes with possibilities of majoring in one of seven areas (Economics, Psychology, English, History, Sociology, Mathematics, and Social Sciences & Humanities). Initiated in 2010, the SUS initially provided for a trajectory of dual major, which was discontinued in 2014. At present, the undergraduate level programmes are offered at the Kashmere Gate Campus and the Karampura Campus. The programmes at SUS provide the opportunity to equip students with specific disciplinary training within the broader canvas of the social sciences as a whole.

In addition to the SUS, the School of Vocational Studies has been established in 2017 and has offered three vocational programmes at the undergraduate level with multiple entry and exit options that lead to certificate, diploma, advanced diploma, and Bachelor of Vocation degrees, in the domains of Tourism and Hospitality, Retail Management, Early Childhood Centre Management and Entrepreneurship. The ways through which convergence between the liberal studies and vocational trajectory within the undergraduate space can come together still needs to be thought through.

The Undergraduate Studies Review is expected to engage with undergraduate education at AUD within the macro policy context in which undergraduate education is being reformed and shaped in the country. The organisation and the structure of the School of Undergraduate Studies have emerged as an area of concern over the years. The Mid-Term Review Committee (2012-13), for instance, had observed that the structures in place for the governance of SUS were not proving adequate to the task and had provided a set of recommendations.

It would be helpful for the University to have an empirically grounded overall assessment and feedback on innovations and uniqueness incumbent to the academic practices and structures within SUS; typologies of programmes at UG level; as well as efficacy of various dimensions of organisation of undergraduate education in the University. It is also a critical juncture for reviewing the future directions for the undergraduate domain in the University in the context of overall development plans for the next ten years.

What the Undergraduate Studies Review can do

It could focus particularly on the following aspects: vision and scope, institutional arrangements, broad contours and typology of UG programmes, faculty profile and deployment, plans for expansion, diversification, and student support mechanism. It is hoped that the Undergraduate Studies Review would provide strategic directions to the University for the development of the undergraduate domain over the next ten years.

What the Undergraduate Studies Review cannot do

A detailed evaluation of the programmes (curriculum designs, course structures, course content, etc.); this is being undertaken through the Programme Reviews of BA (Hons.) programmes in *Economics, English, Social Science and Humanities, and History*.

Objectives

Drawing upon the set of concerns listed above, the overall objectives of the Undergraduate Studies Review are:

- to review and revisit the vision and stated objectives of undergraduate education at AUD in the current context;

- to revisit the recommendations of the Mid-Term Review and NAAC evaluation for the undergraduate education at AUD and provide recommendations for mid-course corrections and adjustment and alignment of the academic programmes and other programmatic / administrative initiatives;
- to provide future directions for expansion of undergraduate education at the University.

The *specific objectives* of the Undergraduate Studies Review are as follows:

1. Review the UG programme framework and examine possible directions for restructuring;
2. Advise the University on effective implementation of UG Programmes in the emergent multi-campus context;
3. Review and examine the academic-administrative interface in the governance of the undergraduate programmes;
4. Review the efficacy of the institutional mechanism for faculty deployment for undergraduate studies;
5. Assess the relevance and appropriateness of the broad academic provisions, pedagogic engagement, and student support mechanisms in the context of their effectiveness in achieving the stated objectives for undergraduate studies at AUD;
6. Assess the relevance and appropriateness of foundation courses and the general education component of the undergraduate programmes at AUD;
7. Identify major constraints to the effective implementation of the academic programmes and activities; suggest strategies to facilitate their effective implementation;
8. Advise the University on how to adapt the CBCS fiat while preserving the strengths of AUD's programmes;
9. Assess how the existing programmes and practices are geared to prepare students for different future pathways and advise the University on ways of strengthening/augmenting them.

Review Team

Chairperson: Dr Meenakshi Gopinath (Principal Emerita, Lady Shriram College)

Members:

- Dr Vijay Tankha (Associate Professor, St. Stephens College)

- Dr Vanita Shastri (Associate Professor, Ashoka University)
- Dr Maina Singh (Scholar-in-Residence, American University, Washington DC)
- Professor Praveen Singh (Dean Planning AUD) (Internal Member)
- Ms Manasi Thapliyal Navani (Assistant Professor, AUD) (Faculty Secretary)

A Full Time or a Part Time Research Assistant and Technical Officer (Planning) will provide technical assistance to the Review Team

The Planning Division will be the location of the Secretariat.

Time Frame

February- July 2018.

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

Appendix-30

Grant ID*: TEDT/MUM/CSS/BRDBRAU/2017-2018/0039/ZA/ck

Date: February 1, 2018

* To be referenced in all communications/reports to the Trust

Prof Anup Dhar,
Director
Centre for Development Practice,
Ambedkar University Delhi,
Kashmere Gate Campus,
Delhi -110006
Email id: anup@aud.ac.in
Mob No: 9818883657

Subject: Sanction for an amount of Rs. 299.00 lakhs over five years to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project "Institutionalising the Centre for Development Practice (CDP)".

Dear Prof. Dhar,

We are pleased to inform you that the Trustees of the Tata Education and Development trust (the Trust) have approved a grant of Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only) to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project titled "Institutionalising the Centre for Development Practice (CDP)" for a period of five years. This grant is being made in response to your letter sent with the proposal and related correspondence on the matter.

The grant is made subject to the following **Particular Conditions of Contract (PCC)** and **General Conditions of Contract (GCC)**.

Particular Conditions of Contract (PCC)

1. Amount of Grant

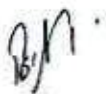
Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only)

2. Term

Five years; commencing from February 1, 2018 to January 31, 2023.

3. Purpose

This grant is to be specifically used for the purposes set out in Annexure 1, hereto. Any variations made, without prior written approval of the Trust will be considered a ground for termination of the grant.





Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

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4. Disbursement of the grant

The grant will be disbursed in the following instalments.

Table 1: Instalment Details

Instalment No.	Period	Amount (In Rs. In Lakhs)	Funds raised from Other Sources – (In Rs. In Lakhs)
1	February 2018	82.48	199.08
2	August 2018	88.07	293.19
3	February 2019	72.05	336.05
4	August 2019	37.35	365.50
5	February 2020	19.05	413.49
	Total	299.00	1607.31

- The disbursement schedule of the grant instalments is as shown in the **Table 1** with one or a combination of the following applicable clauses.
- If applicable, the instalments mentioned above will be contingent upon Bharat Ratna Dr B R Ambedkar University, New Delhi raising contribution from 'Other Sources'.

Disbursements will be subjected to review by the Trust and the availability of funds with the Trust. The Trust will not be responsible or held liable for any consequences that may arise if disbursements are not made due to any cause beyond the control of the Trust and an act, deed or omission not attributable to the Trust.

5. Utilisation of funds

- The Trust will release an instalment after review of the utilisation as per the reports (as mentioned in the Grant Letter) submitted by Bharat Ratna Dr B R Ambedkar University, New Delhi. Bharat Ratna Dr B R Ambedkar University, New Delhi may request for the next instalment in advance to mitigate risk of shortfall of funds.
- The Trust discourages funds from Other Sources being used for the specific line items supported by the Trust unless specified in the Annexure 1, Project Budget annexed with this grant letter or if prior approval is taken from the Trust.
- Cost overruns, if any, will be borne by your organisation and changes in the time-frame of the project will be brought to the notice of the Trust and activities corresponding to the revised timeframe will be undertaken only with prior written approval.

6. Submission of Reports:

1. **Annual Work Plan (AWP):** The Annual Work Plan should be submitted as per schedule in **Table 2**, in the format provided in Annexure 4 (Please refer to the Annexure 8, Guideline for Annual Work Plan). The process of finalisation may include a comprehensive external review exercise if applicable, in March every year, which will feed into the Annual Work Plan exercise. The first review of the annual work plan will be undertaken in February 2018.
2. **Baseline Survey Report:** A comprehensive Baseline Survey Report if applicable, should be submitted by Bharat Ratna Dr B R Ambedkar University, New Delhi to the Trust as given in **Table 2**. The parameters for the baseline data collection and the monitoring indicators should be developed jointly in consultation with the Trust team and Bharat Ratna Dr B R Ambedkar University, New Delhi team/representatives. (Not Applicable)

16/8/18

[Signature]

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3. **Project End Reports:** Brief project progress reports are to be submitted to the Trust at the end of the project. These will consist of the following two documents:
- Progress Report (PR):** This report should be submitted within 25 days of completion of the grant, to the Trust as given in **Table 2**, providing a description of progress made specifically on activities undertaken / completed since initiation of the project, as per the AWP, in the format provided in Annexure 2a.
 - Utilisation Certificate (UC):** The Utilisation Certificate (UC) should be submitted within maximum of 25 days of completion of the grant, to the Trust as given in **Table 2**, in the format provided in Annexure 2b (Please refer to the Annexure 7, Guideline for Utilisation Certificate). **Utilisation Certificate must be sent audited (Certified by a Chartered Accountant).** Any variances or discrepancies in line items will have to be explained in detail in a covering letter ensuring reporting periods do not overlap across any two financial years.
4. **Annual Progress Report (APR):** Annual Progress Report should be submitted yearly within 30 days of completion of the year, to the Trust as given in Table 2, providing a detailed description of progress made in the project, as well as specific progress in project activities against the AWP, in the format provided in Annexure 3. (Not applicable)
5. **Audited Statement of Accounts:**
- A consolidated annual audited statement of accounts of grantee name including a separate schedule regarding the project supported by the Trust should be submitted as given in **Table 2**.
 - Presentation of Grant received from Tata Education and Development trust in the Annual Statement of Accounts: The grant received from Tata Education and Development trust should be treated as an Earmarked Fund in the nature of revenue and all Income and Expenditure should be routed through the same. Only grant utilized during the year should be recognized as Income in the organisation's Income & Expenditure statement.
6. **Report:** Reports should be submitted as given in the **Table 2**.

Table 2: Report Submission Due dates

Name of the Report	Frequency	Submission Due Dates
Annual Work Plan(AWP)	1. February 2018 to March 2018	1. February 2018
	2. April 2018 to March 2019	2. March 2018
	3. April 2019 to March 2020	3. March 2019
	4. April 2020 to November 2021	4. March 2020
	5. April 2021 to March 2022	5. March 2021
	6. April 2022 to November 2023	6. March 2022
Baseline Survey Report	One time activity	Not applicable
Quarterly Progress Report (QPR)*	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to June 2018	2. July 25, 2018
	3. July 2018 to September 2018	3. October 25, 2018
	4. October 2018 to December 2018	4. January 25, 2019
	5. January 2019 to March 2019	5. April 25, 2019

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Name of the Report	Frequency	Submission Due Dates
Utilisation Certificate (UC)*	Quarterly unaudited	
	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to June 2018	2. July 25, 2018
	3. July 2018 to September 2018	3. October 25, 2018
	4. October 2018 to December 2018	4. January 25, 2019
	5. January 2019 to March 2019	5. April 25, 2019
	Six monthly audited	
	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to September 2018	2. October 25, 2018
	3. October 2018 to March 2019	3. April 25, 2019
Annual Progress Report	1. February 2018 to March 2018	1. April 30, 2018
	2. April 2018 to March 2019	2. April 30, 2019
	3. April 2019 to March 2020	3. April 30, 2020
	4. April 2020 to March 2021	4. April 30, 2021
	5. April 2021 to March 2022	5. April 30, 2022
	6. April 2022 to November 2023	6. December 30, 2023
Audited Statement of Accounts	1. March 31, 2018	1. September 30, 2018
	2. March 31, 2019	2. September 30, 2019
	3. March 31, 2020	3. September 30, 2020
	4. March 31, 2021	4. September 30, 2021
	5. March 31, 2022	5. September 30, 2022
	6. March 31, 2023	6. September 30, 2023
	7. March 31, 2024	7. September 30, 2024
Project End Report	One time activity	February 28, 2023

**Note: QPRs and UCs are to be submitted following the subsequent submission cycle. Not all the dates are mentioned here.*

7. Contributions from Other Sources not Brought into the Accounts of the Grantee

- Details regarding funds from other sources utilised for the project, specifying the amounts brought into the accounts of the grantee, must be detailed in Annexure 2b, Utilisation Certificate of this letter.
- Furthermore, a statement/document/letter of proof from the funding agency/government department/institution must be attached, certifying that the amount mentioned above has been raised from the said source towards the project during the specified period. These documents should be sent every time a new grant is received from other sources along with the corresponding QPR/UC as specified in the AWP.

8. Changes in Budget

- For any change in the budget, (between line items or by way of insertion of a new line item), prior written approval must be sought from the Trust.
- If prior approval is not sought and changes are made, it will be grounds for termination of the grant.

9. Monitoring and Evaluation

The Trust shall monitor the use of the grant funds and conduct a review of operations under this grant, which may include a visit of Trust personnel or Trust representatives, to observe your

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project, discuss the project and finances with your personnel and review financial and other records and materials connected with the activities financed by the Trust. You shall perform monitoring activities as per MEL work-plan as given by the Trust and periodically report the progress to the Trust using MEL Integrated Reporting Template sent with this letter. Please refer to Annexure 5, MEL KPI sheet.

General Conditions of Contract (GCC)

10. Separate Bank Account

Bharat Ratna Dr B R Ambedkar University, New Delhi will maintain a separate bank account (preferably savings bank account) in a Scheduled Commercial Bank for the purpose of this grant and proof of the same should be furnished to the Trust. All receipts and payments related to the said project must be routed through this account.

11. Internal Systems

- You will be required to ensure that appropriate and adequate accounting / financial systems and procedures are in place together with the required and appropriate human resource.
- If required by the Trust, a joint project Steering Committee and Advisory Committee may be set up by Bharat Ratna Dr B R Ambedkar University, New Delhi to track progress of the project as described in the proposal.

12. Books of Accounts

- Bharat Ratna Dr B R Ambedkar University, New Delhi shall ensure maintenance of accounting books, records, documents and other evidence relating to this Grant Letter, adequate to show, without limitation, all costs incurred and revenues earned by Bharat Ratna Dr B R Ambedkar University, New Delhi for the project and the overall progress towards completion of the project.
- The Standard Accounting Package used by Bharat Ratna Dr B R Ambedkar University, New Delhi should ensure that separate cost centres are maintained for each line item mentioned in the detailed project budget. Also, please ensure that the expenses made towards each of the sub-line items are traceable through the cost centre wise statements.
- The Trust encourage maintenance of accounts using the licensed version of any Accounting Package, as a prudent practice in the interest of your organisation.

13. Procedure for Booking of Expenses

- Based on the project design, expenditure must be grouped under three main heads:
 - i. Funds to be spent directly by Bharat Ratna Dr B R Ambedkar University, New Delhi
 - ii. Funds to be transferred to the account of another implementing or partner organisation/s (if appropriate)
 - iii. Funds to be transferred to a community based organisation/sThe grouping of various budget items under the above heads must be as per the activities indicated in the detailed project budget.
- All pre-approved expenditure charged to Trust for the Grant given must be on actual basis. No notional expenses, other than those already incorporated in the budget if any and agreed upon as notional should be charged to the Trust.
- Accounts of all project linked organisations would also be subject to audit by the Trust. Trust may conduct the audit on their own or through their external auditors. In specific cases where project activities involve funds to be transferred for direct and collaborative work with communities, a Joint Bank Account (preferably savings bank account) must be opened, which should be operated with joint signatures of representatives of Bharat Ratna Dr B R Ambedkar

Tata Education and Development Trust

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University, New Delhi and the community-based organisation implementing the activities. Maintenance of this joint account shall be the responsibility of the community-based organisation. The community-based organisation must maintain separate books of accounts for the funds received and payments made. Their books of accounts shall be available for scrutiny and for all periodic audits conducted by the Trust. Details regarding operationalisation of the above, are required to be shared with the Trust within six months of the commencement of the project.

14. Cash payments

Cash withdrawals to make payments are permitted where the same are supported by proper vouchers, invoices, and the like, subject to a maximum cumulative limit of Rs. 20,000/- per month. All other payments should be made by crossed Account Payee cheque or Demand Draft.

15. Interest earned on grant funds

- Bharat Ratna Dr B R Ambedkar University, New Delhi should avoid keeping idle bank balances and preferably place them in short term bank deposits based on expected cash flows. The liquidity maintained in the bank account should not exceed a month's requirement.
- Interest received on grant funds must be reported to the Trust as per the project Utilization Certificate and should be credited into the dedicated bank account.
- Interest should be used towards line items stated in the Grant Letter only; with prior approval of the Trust.

16. Audit by Trust

- The Trust shall be entitled to conduct an audit of project accounts including procurement and work procedures in the field (wherever applicable), within a month of the Trusts' audit notification as mutually agreed with Bharat Ratna Dr B R Ambedkar University, New Delhi.
- The Terms of Reference of the audit will be shared with Bharat Ratna Dr B R Ambedkar University, New Delhi at least one week before the Audit.
- The Trust conducts the following types of Audits:
 - Financial Systems Check / Pre Assessment
 - Grant Utilisation and Compliance Audit
- All compliances relating to the audit observations / recommendations of the Trust appointed auditors need to be closed within six months of the completion of the audit. No further grant instalments shall be disbursed by the Trust till all Audit related issues are addressed.

17. Information and Publicity

With prior consent of Trust and if Trust so desires -

- Trust support to Bharat Ratna Dr B R Ambedkar University, New Delhi should be recognised in all publications /studies/ hoardings/ banners/ posters arising from the grant, or otherwise, by mentioning, "...supported by the Trust". Your organisation will acknowledge this in all correspondence, public notices, community activation, press releases and dissemination exercises. The same will have to be approved by the representatives of the Trust prior to actual printing/release.
- Tata Trust will need to have access and right to use data on the evidence created during the project period with all the information. Due acknowledgement needs to be given to the Trust on the Research/ publishable material emerging from this evidence.
- Bharat Ratna Dr B R Ambedkar University, New Delhi will also furnish Tata Education and Development trust name with all the information that may be requested for.

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18. Quality, Health, Safety and Environment

Bharat Ratna Dr B R Ambedkar University, New Delhi is responsible for all acts and omission of Bharat Ratna Dr B R Ambedkar University, New Delhi personnel and for the health, safety and security of such persons and their property. The provision of information by Tata Education and Development trust shall not in any respect relieve Bharat Ratna Dr B R Ambedkar University, New Delhi from responsibility for its obligations under this agreement.

19. Obligations of the Grantee

- Bharat Ratna Dr B R Ambedkar University, New Delhi under takes to comply with all statutory obligations as may be applicable and amended from time to time and to obtain relevant permissions from the concerned Government departments under the applicable laws. The grantee also agrees to ensure that the relevant policies and guidelines of applicable statutes are implemented, such as The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Child Protection Policy as per the Ministry of Woman and Child Development Guidelines etc.
- The officials/ workers of Bharat Ratna Dr B R Ambedkar University, New Delhi working under this contract will not in any way be termed to be officials/ workers of the Trust, but would be officials/ workers of Bharat Ratna Dr B R Ambedkar University, New Delhi. Any claim/ liabilities arising on account of these officials/ workers would be borne by Bharat Ratna Dr B R Ambedkar University, New Delhi and the Trust's grant shall not be utilised for discharging any such claim / obligation.

20. Repayment of Grant Funds

If any of the grant funds remain unused at the expiry of the grant period, such amount must be returned/ repaid within one month from the agreed date of closure, to the Trust by Bharat Ratna Dr B R Ambedkar University, New Delhi along with all the unspent interest earned on the grant funds together with the utilization certificate.

21. Amendment of the Grant terms

The Trust reserves the right to unilaterally amend at any time during the continuance of the grant any of the terms and conditions herein which amendment will be conveyed to you and would be binding on you.

22. Indemnification

The grantee shall indemnify and hold the Trust and its Trustees and their respective officers, employees, agents harmless from and against any and all claims, demands, actions, losses, liabilities, damages, costs and expenses (including, but not limited to, reasonable attorneys' fees) arising out of or resulting from (i) any claims arising in connection with activities undertaken in connection with the project or (ii) grantee's gross negligence or wilful misconduct or breach of any undertaking, covenant, representation or warranty contained in this Grant Letter or (iii) the actual infringement of any patent, trademark, copyright, trade secret or other intellectual property right of a third party.

23. Termination

If Bharat Ratna Dr B R Ambedkar University, New Delhi commits a breach of the terms and conditions of the grant or shows unsatisfactory progress, Tata Education and Development trust will have a right to terminate the said grant. Upon termination, Trust reserve the right for calling back the unspent and uncommitted funds as on the date of termination. The Trust reserves the

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right to share information of defaulters with respect to this grant agreement in the public domain. The following conditions will be considered as breach of this contract.

- Failure to inform in writing to the Trust about all material facts or changes subsequent to the date of the grant, which have a bearing either directly or indirectly on the project.
- Failure to inform the Trust if and when the grantee receives a grant from any other agency for the same purpose to the extent of the whole/part of the sanctioned amount. In such a case, the Trust grant to the extent funded by the said agency should be refunded to the Trust immediately.
- Selling, mortgaging, letting-out or disposing off any assets purchased or created under this grant agreement without prior approval of the Trust.

Non-compliance of any terms and conditions under this letter and inability to rectify or respond within 30 days of receipt of a written communication from the Trust in this regard, shall be deemed as a breach of contract and automatic termination of the said agreement.

24. Governing Law and Jurisdiction

This grant letter shall in all respects be governed by the laws of India and any dispute arising out this letter between the Parties shall be submitted to the exclusive jurisdiction of Courts of Mumbai. However, nothing in this Agreement shall be deemed to limit or prohibit the Trustees / Trust from initiating criminal/civil proceedings at any place within and outside India, in respect of any act or omission on your part which constitutes a criminal offence under applicable law.

25. Binding Terms

The terms of this Grant Letter shall be binding on the grantee and all his/its successors in interest, heirs, executors and administrators. The term "Trust" as used in this letter shall, unless repugnant to the context, be deemed to include its successors in interest and assigns.

If you are in agreement with the terms and conditions of the grant letter, please indicate Bharat Ratna Dr B R Ambedkar University, New Delhi agreement to the same, by having the enclosed copy of this letter along with the Annexures (Only where counter signature is required as mentioned below) countersigned by an authorised officer, and returned to the Trustees of the Tata Education and Development trust. The instalment of this grant shall be disbursed on receipt of the countersigned copy of this grant letter.

It is also understood that by countersigning the copy of this grant letter, Bharat Ratna Dr B R Ambedkar University, New Delhi confirms that there has been no change in its status as a non-profit body registered with any competent authority such as the Charity Commissioner/ Registrar of Societies/ Registrar of Companies (u/s 8 only)/ Income Tax Act having adjudication over charitable organisations.

On behalf of the Trust, we extend our best wishes to you in your future endeavours.

Yours Sincerely,



B. S. Taraporevala
Secretary & Chief Financial Officer



Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001,
Tel. : 6665 8282 Fax : 022-6665 8013

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ACCEPTED & AGREED

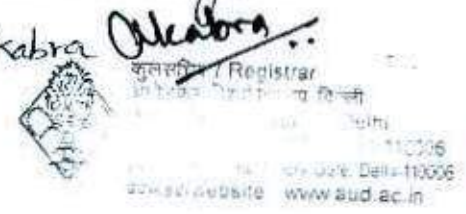
For 'Name of the grantee organisation and stamp': Ambedkar University, Delhi

By 'Authorised Signatory'

: Prof. Asmita Kabra

Name and Designation

: Registrar



Date

PAN Number

: AAAGB0017R

Cheque to be drawn in favour of: (Savings Account)

Project Bank Account no. : 90322010087027

Bank Name : Syndicate Bank, Kashmere Gate, Delhi

Branch Name

IFSC Code

Bank Address

SYNB 0009032
Kashmere Gate, Delhi

Note: Along with the abovementioned details we request you to please provide us with:

- i. Copy of a cancelled Cheque *Enclosed.*
- ii. Copy of the passbook or bank statement (whichever is available) issued for the separate bank account open for Trust funds. *Enclosed.*
- iii. Copy of the PAN Card *Enclosed.*

Annexures:

Annexure 1 – Project Budget Sheet (Counter Signature Required*)

Annexure 2a – Quarterly Progress Report (For periodic report submission**)

Annexure 2b- Utilisation Certificate (UC) (For periodic report submission**)

Annexure 3- Annual Progress Report (For periodic report submission**)

Annexure 4 – Approved AWP template (For periodic report submission**)

Annexure 5- MEL KPI Sheet (For periodic report submission**)

Annexure 6– Guideline for Budget template (For Information***)

Annexure 7 – Guideline for Utilisation Certificate (UC) (For Information ***)

Annexure 8 – Guideline for Annual Work Plan (For Information***)

Note:

*Annexures where counter signature required will be sent first through email and the countersigned originals need to be obtained subsequently along with the main Grant Letter

**Annexures will be sent through email and the same must be used for reporting as per the applicable clauses in Grant Letter

***Annexures which are 'For Information' to the Grantees can be shared in soft copies and no counter signature are required or awaited

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Period interval month: 12 Months		Trust							
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs	1.50	12.00	-	-	32,40,000	-	-	32,40,000
1.1.2	Asst profs	1.00	12.00	63,000.00	7,56,000	15,12,000	-	-	22,68,000
1.1.3	Senior fellow	1.00	12.00	1,01,864.00	12,22,368	-	5,23,872	-	17,46,240
1.1.4	Fellow	1.00	12.00	1,05,000.00	12,60,000	-	-	-	12,60,000
1.1.5	Project manager	1.00	8.00	50,000.00	4,00,000	-	-	-	4,00,000
1.1.6	Project assistant	1.00	10.00	35,000.00	3,50,000	-	-	-	3,50,000
	Sub Total Salary Prg.				39,88,368	47,52,000	5,23,872	-	92,64,240
1.2	Admin								
1.2.1	Manager Finance and accounts					4,50,000	-	-	4,50,000
1.2.2	Asst Finance and accounts					-	3,00,000	-	3,00,000
	Sub Total Salary Adm.					4,50,000	3,00,000	-	7,50,000
	Total Salary				39,88,368	52,02,000	8,23,872	-	100,14,240
2	CAPITAL COST								
2.1	Furniture fixtures								
	Total Capital Cost								
3	PROGRAM COST								
3.1.	Induction								
3.1.1	Selection					25,000	-	-	25,000
3.1.2	Students stipend	32.00	6.67	15,000	32,01,600	32,40,000	5,58,350	-	67,99,950
3.1.3	Centralised field courses	1.00	6.00	28,284	1,69,701	2,15,201	17,216	-	4,02,118
3.1.4	Action research academic supervision					24,00,072	-	-	24,00,072
3.1.5	Action research field supervision					-	16,00,000	-	16,00,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma					2,25,000	16,40,000	-	18,65,000
3.2.2	Curriculum devt workshops					-	-	-	-
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400	-	5,58,600	-	9,45,000
3.3.2	Mentoring					4,32,000	-	-	4,32,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	9,200	27,600	17,400	-	-	45,000
3.4.2	Reach out to good student pool	4.00	1.00	18,400	73,600	6,400	-	-	80,000
3.4.3	Networking with NGO and univ partners					1,37,000	-	-	1,37,000
3.5	Research projects								
3.5.1	Transdisciplinary research					-	9,45,000	-	9,45,000
3.5.2	Virtual hub for rural transformation	1.00	1.00	1,18,604	1,18,604	-	-	-	1,18,604
3.6	Publication and knowledge material								
3.6.1	AR dissertations					-	-	-	-
3.6.2	Monographs and occasional papers					60,000	-	-	60,000
3.6.3	Thematic material and anthologies					75,000	-	-	75,000
3.6.4	Coursepacks					-	-	-	-
3.6.5	Annual conference					3,22,000	-	-	3,22,000
	Total Program Cost				39,77,505	71,55,073	51,19,166	-	162,51,744
4	OVERHEAD COST								
4.1	Recruitment	4.00	1.00	4,000	16,000	-	-	-	16,000
4.2	Audit					40,000	-	-	40,000
4.3	Rent					9,60,000	-	-	9,60,000
4.4	Electricity					1,80,000	-	-	1,80,000
4.5	Office admin expenses	1.00	12.00	2,500	30,000	60,000	30,000	-	1,20,000
4.6	IT support expenses					2,18,000	-	-	2,18,000
4.7	M and E	1.00	1.00	80,000	80,000	1,08,000	-	-	1,88,000
4.8	Field immersion travel	20.00	1.00	7,800	1,56,000	-	14,080	-	1,70,080
	Total Overhead				2,82,000	15,64,000.00	44,080.00	-	18,90,080
	Grand Total				82,47,873	139,21,073	59,87,118	-	281,56,064

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[Signature]

Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY, Delhi									
BUDGET YEAR 2									
Period interval - month	12 Months			Trust					
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cost Rs	Other Donor Rs	Ink Contribution	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					35,64,000			35,64,000
1.1.2	Asst profs	1.00	12.00	65,000.00	7,80,000	15,60,000			23,40,000
1.1.3	Senior fellow	1.00	12.00	1,12,050.40	13,44,605		5,76,259		19,20,864
1.1.4	Fellow	1.00	12.00	1,15,500.00	13,86,000				13,86,000
1.1.5	Project manager	1.00	12.00	55,000.00	6,60,000				6,60,000
1.1.6	Project assistant						4,62,000		4,62,000
	Sub Total Salary Prg.				41,70,605	51,24,000	10,38,259		103,32,864
1.2	Admin								
1.2.1	Manager finance and accounts					5,94,000			5,94,000
1.2.2	Asst finance and accounts						3,30,000		3,30,000
	Sub Total Salary Adm.					5,94,000	3,30,000		9,24,000
	Total Salary				41,70,605	57,18,000	13,68,259		112,56,864
2	CAPITAL COST								
2.1	Furniture fixtures					1,50,000			1,50,000
	Total Capital Cost					1,50,000			1,50,000
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					25,000			25,000
3.1.2	Students stipend	38.00	2.26	15,000	12,88,200	26,40,000	22,17,900		61,46,100
3.1.3	Centralised field courses	7.00	7.00	14,142	6,92,958	2,15,201	6,17,260		15,25,419
3.1.4	Action research academic supervision					66,00,000			66,00,000
3.1.5	Action research field supervision						10,40,000		10,40,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma	20.00	5.00	13,248	13,24,800	7,25,000	3,15,200		18,05,000
3.2.2	Curriculum devt workshops	1.00	1.00	1,38,000	1,38,000				1,38,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400		21,33,600		26,20,000
3.3.2	Mentoring						11,52,000		11,52,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	9,200	27,600				27,600
3.4.2	Reach out to good student pool	1.00	4.00	18,000	72,000				72,000
3.4.3	Networking with NGO and univ partners	1.00	1.00	1,28,800	1,28,800				1,28,800
3.5	Research projects								
3.5.1	Transdisciplinary research						25,20,000		25,20,000
3.5.2	Virtual hub for rural transformation								
3.6	Publication and knowledge material								
3.6.1	AR dissertations					20,000			20,000
3.6.2	Monographs and occasional papers					60,000			60,000
3.6.3	Thematic material and anthologies					75,000			75,000
3.6.4	Coursepacks								
3.6.5	Annual conference					3,30,000	3,65,200		6,95,200
	Total Program Cost				46,58,768	101,90,201	103,61,160		246,10,119
4	OVERHEAD COST								
4.1	Recruitment								
4.2	Audit					40,000			40,000
4.3	Rent					10,56,000			10,56,000
4.4	Electricity					1,98,000			1,98,000
4.5	Office admin expenses	1.00	12.00	2,500	30,000				30,000
4.6	IT support expenses					2,37,600			2,37,600
4.7	M and E	1.00	1.00	80,000	80,000				80,000
4.8	Field immersion travel	20.00	3.00	7,800	4,68,000				4,68,000
	Total Overhead				5,78,000	15,31,600			21,09,600
	Grand Total				88,07,363	175,89,801	117,29,419		381,26,583

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Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY, Delhi
BUDGET YEAR 3

Period Interval months		Trust							
Sr.No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					21,60,000			21,60,000
1.1.2	Asst profs	1.00	12.00	50,050.00	6,00,600	19,73,400			25,74,000
1.1.3	Senior fellow	1.00	12.00	1,23,255.44	14,79,065				14,79,065
1.1.4	Fellow	1.00	12.00	1,27,050.00	15,24,600				15,24,600
1.1.5	Project manager	1.00	12.00	30,250.00	3,63,000				3,63,000
1.1.6	Project assistant						5,08,200		5,08,200
	Sub Total Salary Prg.				39,67,265	41,33,400	5,08,200		86,08,865
1.2	Admin								
1.2.1	Manager Finance and accounts					6,53,400			6,53,400
1.2.2	Asst Finance and accounts						3,63,000		3,63,000
	Sub Total Salary Adm.					6,53,400	3,63,000		10,16,400
	Total Salary				39,67,265	47,86,800	8,71,200		96,25,265
2	CAPITAL COST								
2.1	furniture fixtures								
	Total Capital Cost								
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					30,000			30,000
3.1.2	Students stipend	38.00	3.16	15,000	18,01,200	26,40,000	17,98,600		62,40,000
3.1.3	Centralised field courses	7.00	7.00	10,267	5,03,088	2,36,719	11,53,960		18,93,767
3.1.4	Action research academic supervision					72,60,000			72,60,000
3.1.5	Action research field supervision						10,84,000		10,84,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma						18,04,000		18,04,000
3.2.2	Curriculum devt workshops					1,75,000			1,75,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400		37,17,600		41,04,000
3.3.2	Mentoring						21,60,000		21,60,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	10,000	30,000	30,000			60,000
3.4.2	Reach out to good student pool					1,00,000			1,00,000
3.4.3	Networking with NGO and univ partners						1,40,000		1,40,000
3.5	Research projects								
3.5.1	Transdisciplinary research						27,36,000		27,36,000
3.5.2	Virtual hub for rural transformation								
3.6	Publication and knowledge material								
3.6.1	AR dissertations					20,000			20,000
3.6.2	Monographs and occasional papers					64,000			64,000
3.6.3	Thematic material and anthologies					75,000			75,000
3.6.4	Coursepacks								
3.6.5	Annual conference					3,30,000	3,65,000		6,95,000
	Total Program Cost				27,20,688	109,60,719	149,59,360		286,40,767
4	OVERHEAD COST								
4.1	Recruitment								
4.2	Audit					44,000			44,000
4.3	Rent					11,61,600			11,61,600
4.4	Electricity					2,17,800			2,17,800
4.5	Office admin expenses	1.00	12.00	2,500	30,000	60,000			90,000
4.6	IT support expenses					2,61,360			2,61,360
4.7	M and E	1.00	1.00	80,000	80,000	1,08,000			1,88,000
4.8	Field immersion travel	20.00	3.00	6,778	4,06,580		1,74,240		5,80,800
	Total Overhead				5,18,560	18,52,760	1,74,240.00		25,43,560
	Grand Total				72,04,513	176,00,279	160,04,800		408,09,592

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Period interval months		12 Months		Trust					
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					21,60,000	-	-	21,60,000
1.1.2	Asst profs	1.00	12 00	39,325 00	4,71,900	23,59,500	-	-	28,31,400
1.1.3	Senior fellow	1.00	12.00	96,844 15	11,62,130	-	11,62,116	-	23,24,245
1.1.4	Fellow	1.00	12 00	69,877 50	8,38,530	-	8,38,530	-	16,77,060
1.1.5	Project manager	1.00	12 00	33,275 00	3,99,300	-	3,99,300	-	7,98,600
1.1.6	Project assistant						5,59,020		5,59,020
	Sub Total Salary Prg.				28,71,860	45,19,500	29,58,966		103,50,325
1.2	Admin								
1.2.1	Manager Finance and accounts					7,18,740	-	-	7,18,740
1.2.2	Asst Finance and accounts	1.00	12 00	33,275 00	3,99,300	-	-	-	3,99,300
	Sub Total Salary Adm.				3,99,300	7,18,740			11,18,040
	Total Salary				32,71,160	52,38,240	29,58,966		114,68,365
2	CAPITAL COST								
2.1	Furniture fixtures								
	Total Capital Cost								
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					25,000	-	-	25,000
3.1.2	Students stipend	38.00	0 75	15,000	4,27,500	26,40,000	31,62,838	-	62,30,338
3.1.3	Centralised field courses					2,36,719	16,57,033	-	18,93,752
3.1.4	Action reserch academic supervision					79,86,000	-	-	79,86,000
3.1.5	Action research field supervision					-	18,78,600	-	18,78,600
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma					-	3,60,800	-	3,60,800
3.2.2	Curriculum devt workshops					-	-	-	-
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research					-	13,68,000	-	13,68,000
3.3.2	Mentoring					-	21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material					80,000	30,000	-	90,000
3.4.2	Reach out to good student pool					-	1,00,000	-	1,00,000
3.4.3	Networking with NGO and univ partners					-	70,000	-	70,000
3.5	Research projects								
3.5.1	Transdisciplinary research					-	27,36,000	-	27,36,000
3.5.2	Virtual hub for rural transformation					-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations					20,000	-	-	20,000
3.6.2	Monographs and occasional papers					64,000	-	-	64,000
3.6.3	Thematic material and anthologies					75,000	-	-	75,000
3.6.4	Coursepacks					50,000	25,000	-	75,000
3.6.5	Annual conference					3,30,000	3,80,000	-	7,10,000
	Total Program Cost				4,27,500	116,56,719	138,28,271		259,12,490
4	OVERHEAD COST								
4.1	Recruitment					-	-	-	-
4.2	Audit					-	44,000	-	44,000
4.3	Rent					-	12,77,760	-	12,77,760
4.4	Electricity					-	2,39,580	-	2,39,580
4.5	Office admin expenses	1.00	12.00	3,000	36,000	1,00,000	80,000	-	2,16,000
4.6	IT support expenses					-	2,87,496	-	2,87,496
4.7	M and E					-	2,00,000	-	2,00,000
4.8	Field immersion travel					-	3,30,800	-	3,30,800
	Total Overhead				36,000	24,79,636	3,88,080		29,03,716
	Grand Total				37,34,660	193,74,595	171,75,317		402,84,571






Period intervc month:-		12 Months		Trust					
Sr No	Budget Head	Unit	Time	Unit cost Rs.	Total Rs	Local Cont Rs	Other Donor Rs.	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					27,00,000	-	-	27,00,000
1.1.2	Asst profs	1.00	12.00	27,500.00	3,30,000	19,80,000	18,50,000	-	39,60,000
1.1.3	Senior fellow	1.00	12.00	53,264.00	6,39,168	-	19,17,502	-	25,56,670
1.1.4	Fellow	1.00	12.00	38,432.75	4,61,193	-	13,83,573	-	18,44,766
1.1.5	Project manager					-	8,78,460	-	8,78,460
1.1.6	Project assistant					-	6,14,922	-	6,14,922
	Sub Total Salary Prg.				14,30,361	46,80,000	64,44,457	-	125,54,818
1.2	Admin								
1.2.1	Manager Finance and accounts					7,90,614	-	-	7,90,614
1.2.2	Asst Finance and accounts	1.00	12.00	36,602.50	4,39,230	-	-	-	4,39,230
	Sub Total Salary Adm.				4,39,230	7,90,614	-	-	12,29,844
	Total Salary				18,69,591	54,70,614	64,44,457	-	137,84,662
2	CAPITAL COST								
2.1	Furniture fixtures								
	Total Capital Cost								
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					25,000	-	-	25,000
3.1.2	Students stipend					24,00,000	36,00,000	-	60,00,000
3.1.3	Centralised field courses					2,36,719	16,57,033	-	18,93,752
3.1.4	Action reserch academic supervision					87,84,600	-	-	87,84,600
3.1.5	Action research field supervision					-	15,99,000	-	15,99,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma					-	3,96,880	-	3,96,880
3.2.2	Curriculum devt workshops					1,75,000	-	-	1,75,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research					-	13,68,000	-	13,68,000
3.3.2	Mentoring					-	21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material					65,000	-	-	65,000
3.4.2	Reach out to good student pool					1,00,000	-	-	1,00,000
3.4.3	Networking with NGO and univ partners					-	-	-	-
3.5	Research projects								
3.5.1	Transdisciplinary research					13,68,000	13,68,000	-	27,36,000
3.5.2	Virtual hub for rural transformation					-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations					24,000	-	-	24,000
3.6.2	Monographs and occasional papers					64,000	-	-	64,000
3.6.3	Thematic material and anthologies					75,000	-	-	75,000
3.6.4	Coursepacks					75,000	-	-	75,000
3.6.5	Annual conference					3,50,000	4,00,000	-	7,50,000
	Total Program Cost					137,42,319	125,48,913	-	262,91,232
4	OVERHEAD COST								
4.1	Recruitment					-	-	-	-
4.2	Audit					50,000	-	-	50,000
4.3	Rent					14,05,536	-	-	14,05,536
4.4	Electricity					2,63,538	-	-	2,63,538
4.5	Office admin expenses	1.00	12.00	3,000	36,000	2,04,000	-	-	2,40,000
4.6	IT support expenses					3,16,246	-	-	3,16,246
4.7	M and E					2,00,000	-	-	2,00,000
4.8	Field immersion travel					2,34,256	4,68,512	-	7,02,768
	Total Overhead				36,000	26,73,576	4,68,512.00	-	31,78,088
	Grand Total				19,05,591	218,86,509	194,61,882	-	432,53,982

for
B.R.U.

for

Sr. No	Budget Head	Trust					Total Rs	Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
		Year 1 Rs	Year 2 Rs	Year 3 Rs	Year 4 Rs	Year 5 Rs					
1	PERSONNEL										
1.1	Program										
1.1.1	Associate profs						139,24,000			139,24,000	
1.1.2	Asst profs	7,56,000	7,90,000	8,00,600	4,71,600	3,30,000	83,84,900	16,50,000		139,73,400	
1.1.3	Senior fellow	12,22,368	13,44,605	14,79,065	13,62,130	8,39,168	58,47,336	41,79,749		100,27,085	
1.1.4	Fellow	12,80,000	13,86,000	15,24,500	8,38,530	4,61,193	54,70,323	22,22,103		76,92,426	
1.1.5	Project manager	4,00,000	6,60,000	3,63,000	3,99,300		18,22,300	12,77,760		31,00,060	
1.1.6	Project assistant	3,50,000					3,50,000	21,44,142		24,94,142	
	Sub Total Salary Prg.	39,88,368	41,70,605	39,67,265	28,71,860	14,30,361	164,28,459	232,08,900	114,73,764	511,11,113	
1.2	Admin										
1.2.1	Manager finance and accounts							32,06,754		32,06,754	
1.2.2	Asst Finance and accounts				3,99,300	4,39,230	8,38,530		8,93,000	16,31,530	
	Sub Total Salary Adm.				3,99,300	4,39,230	8,38,530	32,06,754	9,93,000	50,38,284	
	Total Salary	39,88,368	41,70,605	39,67,265	32,71,160	18,69,691	172,66,989	264,15,654	124,66,764	561,49,397	
2	CAPITAL COST										
2.1	Furniture fixtures							1,50,000		1,50,000	
	Total Capital Cost							1,50,000		1,50,000	
3	PROGRAM COST										
3.1	Induction										
3.1.1	Selection							1,30,000		1,30,000	
3.1.2	Students stipend	32,01,600	12,86,200	18,01,200	4,27,500		67,18,500	139,60,000	111,37,868	314,16,368	
3.1.3	Centralised field courses	1,69,701	6,92,958	5,03,088			13,65,747	11,40,559	51,02,532	76,06,808	
3.1.4	Action research academic supervision							330,30,672		330,30,672	
3.1.5	Action research field supervision								72,01,600	72,01,600	
3.2	Capacity building of field faculty and devt orgs										
3.2.1	Summer winter courses and fig diploma		12,24,800				13,24,800	4,50,000	45,16,880	62,91,680	
3.2.2	Curriculum devt workshops		1,30,000				1,38,000	3,50,000		4,98,000	
3.3	Soc entrep and action research										
3.3.1	Soc entrep and action research	3,86,400	3,86,400	3,86,400			11,59,200		91,45,800	103,05,000	
3.3.2	Mentoring							4,32,000	76,32,000	80,64,000	
3.4	Outreach and networking										
3.4.1	Developing material	27,600	27,600	30,000			85,200	1,72,400	30,000	2,87,600	
3.4.2	Resch out to good student pool	73,600	72,000				1,45,600	3,06,400		4,52,000	
3.4.3	Networking with NGO and univ partners		1,78,800				1,26,800	2,07,000	2,10,900	5,45,800	
3.5	Research projects										
3.5.1	Transdisciplinary research							13,66,000	103,05,000	116,73,000	
3.5.2	Virtual hub for rural transformation	1,18,604					1,18,604			1,18,604	
3.6	Publication and knowledge material generation										
3.6.1	AR dissertations							84,000		84,000	
3.6.2	Monographs and occasional papers							3,12,000		3,12,000	
3.6.3	Thematic material and anthologies							3,75,000		3,75,000	
3.6.4	Coursepacks							1,25,000	25,000	1,50,000	
3.6.5	Annual conference							16,62,000	15,10,200	31,72,200	
	Total Program Cost	39,77,605	40,58,768	27,20,688	4,27,500		111,84,461	537,05,031	566,16,870	1217,06,352	
4	OVERHEAD COST										
4.1	Recruitment	16,000					16,000			16,000	
4.2	Audit							2,18,000		2,18,000	
4.3	Rent							58,60,896		58,60,896	
4.4	Electricity							10,98,918		10,98,918	
4.5	Office admin expenses	30,000	30,000	30,000	36,000	36,000	1,62,000	4,24,000	1,10,000	6,90,000	
4.6	IT support expenses							13,18,702		13,18,702	
4.7	Mandate	80,000	80,000	80,000			2,40,000	6,16,000		8,56,000	
4.8	Field immersion travel	1,56,000	4,58,000	4,26,560			10,30,560	5,65,056	9,64,812	25,60,528	
	Total Overhead	2,82,000	5,76,000	5,16,560	36,000	36,000	14,48,580	101,01,572	10,74,942	126,25,044	
	Grand Total	82,47,873	88,07,363	72,04,513	37,34,660	19,05,591	290,00,000	903,72,257	703,50,536	1906,30,792	

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Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

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Grant ID*: TEDT/MUM/CSS/BRDBRAU/17-18/0039 ZA/ck February 15, 2018
Cost Centre: CSS/000/TEDT/098

Prof Anup Dhar,
Director
Centre for Development Practice,
Ambedkar University Delhi,
Kashmere Gate Campus,
Delhi - 110006
Email id: anup@aud.ac.in
Mob No: 9818883657

Dear Prof. Dhar,

This is further to our letter of February 1, 2018 and your acceptance of the terms and conditions of the grant mentioned in the aforesaid letter.

We are now pleased to release the **first instalment of Rs. 40.00 lakhs** (out of our total grant of Rs. 299.00 lakhs) to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project 'Institutionalising the Centre for Development Practice (CDP)'.

The amount of **Rs. 40.00 lakhs** will be directly credited to your bank account based on the details provided by you. **Please let us have your formal receipt at the earliest.**

While releasing this grant, it is understood that you will adhere to the terms and conditions of our letter of February 1, 2018 which you have agreed to by countersigning the copy.

With best wishes,

Yours sincerely,

K. R. Titawa

(Authorized Signatory)

3. This present MoU between AUD and University of Jammu aims to establish partnership on the project entitled "Standardizing the Assessment Tools" conceptualised and coordinated by CECED, AUD. CECED is a Centre established by the Ambedkar-University Delhi with a mandate to address issues of quality and inclusion in policies and provisions for the young child. The vision for the Centre is to evolve into a unique institution as an independent/autonomous entity with the capability to expand the landscape of indigenous knowledge on ECED, strengthen the momentum for ECED, and critique and provide policy related advice and feedback on existing programs and provisions for children, in an intellectually nurturing, multi disciplinary academic setting.
4. Under this project, tools for assessing learning outcomes of children from 5 to 8 years and programme quality assessment tools developed by CECED will be standardised (detail of the project and research design are Annexure 1).
5. University of Jammu will be the state partner for the project for the state of Jammu & Kashmir. Dept. of Education, University of Jammu will be responsible for carrying out the data collection in the Jammu & Kashmir and will be carrying out the following activities in order to achieve the objectives as mentioned in Annexure I titled Scope of Work.
6. The terms and conditions of the MoU are set out as under:

6.1. Methodology

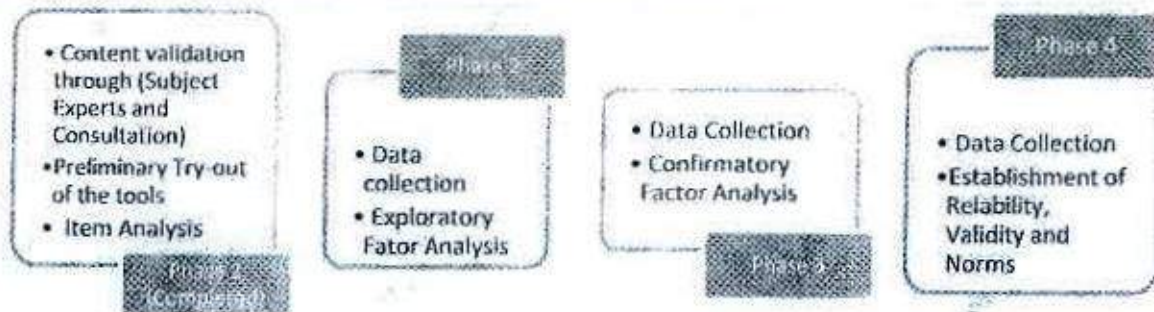
6.1.1. The purpose of the project is to standardize the assessment tests/tools to assess different learning outcomes of children from 5 years to 8 years and tool for assessment of quality of pre primary and early primary provisioning.

S.N	Tools	Description
1	Early Childhood Education Quality Assessment Scale	Observation rating scale for ECE centres covers classroom setting, availability of materials, classroom management
2	School Readiness	Adaptation of World Bank tool—

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	Instrument	tests individual students on pre literacy and pre numeracy skills
3	Achievement Test for 6 – 8 years	Student level tests on cognitive, mathematics, and language concepts

6.1.2. There is scientific statistical process to standardize the educational or psychological test/tool which needs to follow. This project will focus on data collection process for phase 2 & 3. The data will be collected on both child assessment tools and PCE programme evolution tool.



6.2. Duration and Timelines

6.2.1 The project shall be conducted by the Second Party within the specified period, which is 01st December 2017 – 30th April 2018.

6.2.2 Research Design- As mentioned in Annexure I and timeframe as follows:

A. Time Frame of the activities

S.No.	Date	Activity
1.	December 2017	Signing of MoU
2.	20 th Jan, 2018	Finish Data collection on SRI Tool
3.	January 2018	Training of Staff on other tools
4.	Jan. to March 2018	Data collection
5.	April 2018	Data entry, Submission of Data set & Submission of field notes/report

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**The timelines are required to be followed as specified in the table above. Any changes in the same may be allowed only in case of field circumstances if any, subject to the approval granted by the Director, CECEED.*

6.3. Financial

6.3.1 The specified total budget for the study is **INR 1003200/-** (Ten lakhs Three Thousand Two Hundred) as specified in Annexure II will be provided to the University of Jammu for the complete assignment.

6.3.2 The payment schedule is as follows:

Installment	Particulars	Timeline	Amount in INR
I	On signing of the MoU	December, 2017	401280/-
II	Submission of progress report and SoE of first installment	February 2018	300960/-
III	Submission of final data set for both the phases and process report.	March 2018	300960/-
	TOTAL		1003200/-

7. The payments will be released through NEFT in the name of The Registrar, University of Jammu.

8. Account details of state partner is as follows:

Bank Name	The Jammu & Kashmir Bank Ltd.
Account Number	0345010160000031
Account Holder's Name	The Registrar, University of Jammu, Jammu
MICR code	180051018
IFSC	JAKA0CANAAL
Bank Address	1 st floor, New Administration Block, Babasahed Road, J & K Bank, New University Campus, Jammu Tawi, Jammu 180006, Ph. No. 0191-2458663/2-131365, canal@jkbmail.com
PAN card number	AMRU100431

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9. The state partner will need to submit the Statement of Expenditure (SOE) (Annexure III) every month for the utilization against the release of funds by CECED, AUD.
10. The Second Party will need to submit a consolidated Utilization Certificate from a Chartered Accountant showing funds received up to April 2018, utilised and balance available.
11. **Accounting, Audit, Records and Access:** The Second Party will need to retain financial records and any substantiating documentation therefore, such as bills, invoices, cancelled checks, receipts, personnel time reports, and any other records pertinent to this offer for three years after the submission of final reports required under this offer.
12. The must obtain prior written approval from CECED, AUD for excess expenditure beyond 10% of the approved budget provided under budget line items. The expenditure should not exceed more than 10% and it should be in the limit of the approved total sanctioned budget for the project. Any variance in terms of excess expenditure as mentioned above in line items should only be incurred on obtaining written prior permission from CECED, AUD.
13. The final settlement of accounts will be done only after the submission of the Utilization Certificate and SOE within 30 days after the completion of the assignment. Any over and above expenditure beyond 10% in any line item or in total amount will be borne by the CECED, AUD.
14. Within thirty (30) days after the effective date of termination of the project, shall repay to CECED, AUD all unexpended project funds. The balance amount needs to be refunded to CECED, AUD within a period of 30 days through a cheque in the name of 'Ambedkar University Delhi'.
15. Utilization Certificate & SOE shall be directed to :

Director
Centre for Early Childhood Education and Development
Dr. B.R. Ambedkar University, Delhi,
Room no 307, 2nd Floor, Administrative Block,
Lothian Road, Kashmere Gate Campus, Delhi - 110006

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I. Confidentiality & Intellectual Property

16. All the information acquired by the State Partner in the course of executing the assignment is confidential and may not be divulged to others without the prior written permission from CECED, AUD.
17. The copyright for the tools and kits developed by CECED, translated tools, documentation and data collected by State Partner under this assignment will be the sole and exclusive property of CECED, AUD. The state partner may use the tools for their internal use with written permission from Director, CECED.

II. Project Review/Tracking/Evaluation:

18. State Partner will gather and share relevant data with CECED, AUD that shows progress towards meeting the agreed objectives. Training on the tools will be provided by the CECED, AUD staff. CECED, AUD staff will also visit the site of data collection to monitor the accuracy of the data and its process.

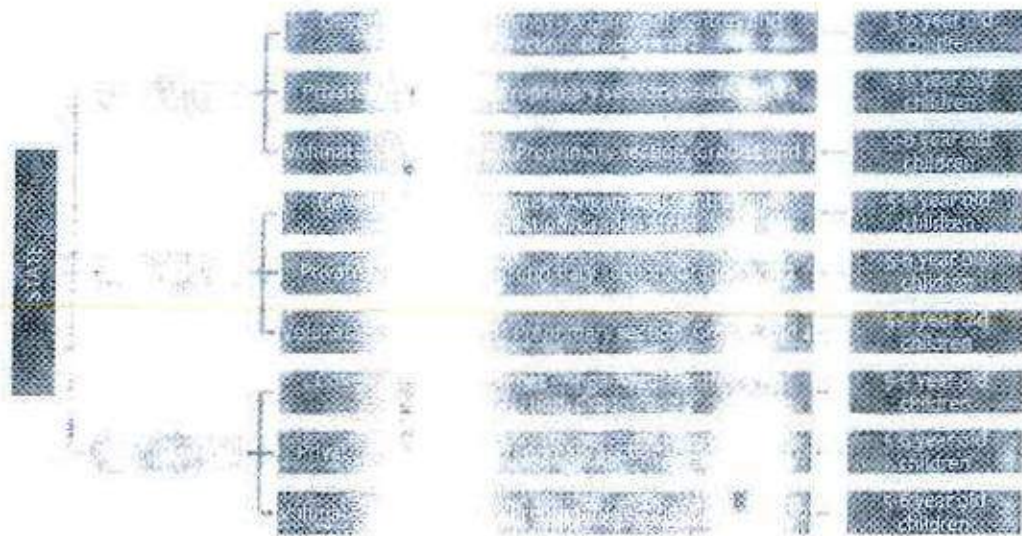
III. Termination or Suspension

19. Either organization may terminate this offer, upon giving thirty (30) days written notice to the other organization, and the organizations agree to engage in a reasonable negotiation regarding the winding up of the collaboration. Due to any unavoidable circumstances if such termination has to be done, the same can be done only after completion of the first phase of the study. No termination will be permitted at the middle of any ongoing activities of any phase.
20. CECED may terminate or suspend this award at any time, in whole or in part if (1) State Partner materially fails to comply with the terms and conditions of this ToR; (2) the Donor, for any reason, fails to fund, terminates or suspends the Grant or that portion of the Grant relating to State Partner activities; (3) the State Partner is unable to carry out the purposes of this project as per ToR in a satisfactory or timely manner in the reasonable judgment of CECED; CECED will notify the State Partner in a letter that will indicate the reason for termination or suspension, effective date and in case of partial termination, the portion to be terminated or suspended.

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government, private, and voluntary sectors. Only after identifying the users and their needs and capacities, the standardization process of the tools has started. After a number of consultations with subject experts the tools have been revised and item generation has been done.

Sampling Process



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Distribution of sample for the exploratory phase of the tool standardisation

Data will be collected from school going children and institutions attended by them. The preschool programmes (Anganwadi, Balwadi Centres, Private pre-primary grades) and early primary grades (grade 1, 2 and 3) will be assessed on quality indicators using ECEQAS. Whereas for child assessment School Readiness Instrument will be used to assess the 5 year old children and children of grade 1, 2 & 3 will be assessed on achievement tests 1, 2 and 3 respectively. Table below indicates the list of tools and their samples:

	Indicator	Tool to be Administered
Pre-primary Grades	Quality of Programme	ECEQAS for pre-primary grades
	Child Assessment	School Readiness Instrument - - for child assessment - parent interview
Primary Grades	Quality of Programme	ECEQAS for primary grades
	Child Assessment for 6-8 year olds	Achievement test for 6-8 year olds

The table below describes the sample in the exploratory phase of the tool standardisation process.

State	Type of School	ECE centres for Observation Preschool	Schools for observation		Child Assessment from Pre-primary 5 year Olds	Child Assessment from Grade 1,2 & 3		
			Grade 1	Grade 2		6 year Olds	7 year Olds	8 year Olds
Jammu	Govt Urban	5	5	5	10	10	10	
	Private Urban	5	5	5	10	10	10	
Rajouri	Govt rural	34	17	17	34	34	34	
	Private rural	6	3	3	6	6	6	
Doda	Govt Rural	34	17	17	34	34	34	
	Private rural	6	3	3	6	6	6	
		90	50	50	100	100	100	

Note: Rural includes the tribal villages and programmes in the sample to get variety of data where ever possible include intervention

SCOPE OF WORK

The tasks to be undertaken by the State for the project are as follows:

- i. Translation of Tools: This involves translation of tools provided by CECED during each phase, if any.
- ii. Hiring of Field Staff: Hiring of 1 Coordinator and Field

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STATEMENT OF EXPENDITURE (IN INR)

1.	2.	3.	4.	5.	6.	7.	8.	9.
S. No	Particulars (Draft)	Budget Sanctioned (INR)	Expenditure incurred till 31/03/2017 (INR)	Expenditure incurred till 31/03/2017 (INR)	Cumulative Expenditure till 31/03/2017 (INR)		Expenditure till 31/03/2017 (INR)	Balance/Reimbursement (INR) [3-5]
1	Field training of Project Staff							
2	Honorarium for Project Coordinator Dr. S.K.Panda Assistant Professor Department of Education University of Jammu, Jammu							
3	Honorarium for Project Co-Coordinator Dr. Niharika Panda Lecturer Department of Education University of Jammu, Jammu							
4	Honorarium of District Coordinator							
5	Honorarium of Field Investigators							
6	Data Entry Operator							
7	Field Work							
8	Contingency							
9	Sub Total							
10	Overhead charges @10%							
11	Total							

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Ambedkar University Delhi

CENTRE FOR EARLY CHILDHOOD EDUCATION AND DEVELOPMENT (CECED)

PROF. VRINDA DATTA

DIRECTOR

P. No. AUD/CECED/14 19/2017-18

08.01.2018

To,
The Director,
Vikramshila Education Resource Society,
256B Pince Anwar Shah Road,
Kolkata - 700045
West Bengal

Subject: -Extension of the project entitled "Standardization of the Assessment Tools" and signing of the Memorandum of Understanding (MoU) from December, 2017 to April 2018

Dear Ms. Chatterji,

This is with reference to the project titled 'Standardization of Assessment Tools' initiated by CECED with support from UNICEF, The World Bank and Central Square Foundation, as you are aware, CECED and Vikramshila Education Resource Society had signed a ToR regarding the project and we at CECED would like to share our pleasure of working with Vikramshila. We are grateful to you for providing unconditional support in facilitating the process of Standardisation of Assessment Tools in West Bengal. But due to some administrative restrictions we had to terminate earlier ToR on November, 2017.

We are writing to you regarding continuation of our partnership with Vikramshila Education Resource Society from December, 2017 to April, 2018. MoU with detailed ToR is enclosed for your reference.

You are requested to sign the MoU as your acceptance to the same and return the signed copy to this office.

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We look forward to a very productive partnership with your esteemed organisation for the project in West Bengal.

With Warm Regards,



(Vrinda Datta)





CENTRE FOR EARLY CHILDHOOD EDUCATION AND DEVELOPMENT (CECED)

Memorandum of Understanding

Between

Ambedkar University Delhi

and

Vikramshila Education Resource Society

1. This Memorandum of Understanding (MOU) sets for the terms and understanding between the **Ambedkar University Delhi** (Established by Government of NCT of Delhi through the Delhi Act 9 of 2007) with its office located at AUD Admin Block, Room No. 307, Lothian Road, Kashmere Gate, Delhi – 110006 through its Registrar (hereinafter called the First party), which expression shall unless excluded by or repugnant to the context, be deemed to include the successors in the office, legal representatives and assignees) on the first part and Vikramshila Education Resource Society, West Bengal hereinafter called the Second Party for conducting the project titled “**Standardizing the Assessment Tools**”
2. Vikramshila Education Resource Society based in Kolkata, envisions to ensure quality education for all children from under resourced and at risk sections of society. Through its various action research initiatives in pedagogy, curriculum development, teacher development programmes, children supplementary learning centers and child protection, Vikramshila has spread its work not only in West Bengal but also in Tripura, Assam, Bihar, Orissa and Jammu & Kashmir.
3. This present MoU between AUD and Vikramshila Education Resource Society aims to establish partnership on the project entitled “**Standardizing the Assessment Tools**” conceptualised and coordinated by CECED, AUD.

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Handwritten signature/initials

CECED is a Centre established by the Ambedkar University Delhi with a mandate to address issues of quality and inclusion in policies and provisions for the young child. The vision for the Centre is to evolve into a unique institution as an independent/autonomous entity with the capability to expand the landscape of indigenous knowledge on ECED, strengthen the momentum for ECED, and critique and provide policy related advice and feedback on existing programs and provisions for children, in an intellectually nurturing, multi-disciplinary academic setting.

4. Under this project, tools for assessing learning outcomes of children from 5 to 8 years and programme quality assessment tools developed by CECED will be standardised (detail of the project and research design are Annexure 1).
5. Vikramshila Education Resource Society will be the state partner for the project for the state of West Bengal. Vikramshila Education Resource Society will be responsible for carrying out the data collection in the Kolkata, Birhum & Bankura (West Bengal) and will be carrying out the following activities in order to achieve the objectives as mentioned in Annexure I titled Scope of Work.
6. The terms and conditions of the MoU are set out as under:

6.1. Methodology

- 6.1.1. The purpose of the project is to standardize the assessment tests/tools to assess different learning outcomes of children from 5 years to 8 years and tool for assessment of quality of pre-primary and early primary provisioning.

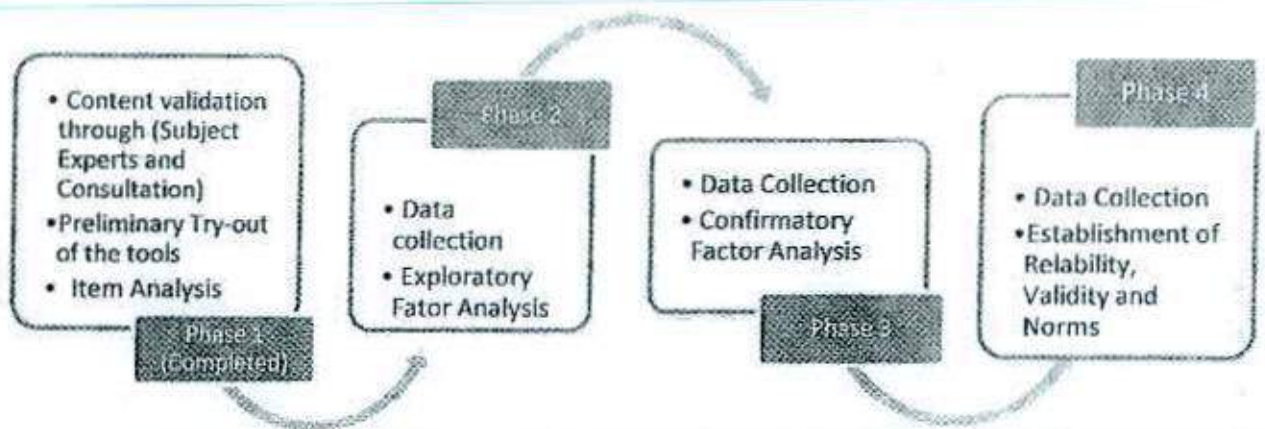
S.N	Tools	Description
1	Early Childhood Education Quality Assessment Scale	Observation rating scale for ECE centres— covers classroom setting, availability of materials, classroom management
2	School Readiness Instrument	Adaptation of World Bank tool— tests individual students on pre-literacy and pre-numeracy skills

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3	Achievement Test for 6 – 8 years	Student level tests on cognitive, mathematics, and language concepts
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6.1.2. There is scientific statistical process to standardize the educational or psychological test/tool which needs to follow. This project will focus on data collection process for phase 2 & 3. The data will be collected on both child assessment tools and ECE programme evolution tool.



6.2. Duration and Timelines

6.2.1 The project shall be conducted by the Second Party within the specified period, which is 01st December 2017 – 30th April 2018.

6.2.2 Research Design- As mentioned in Annexure I and timeframe as follows:

A. Time Frame of the activities

S.No.	Date	Activity
1.	December 2017	Signing of MoU
2.	January 2018	Finish Data collection on SRI Tool
3.	January 2018	Training of Staff on other tools
4.	January to March 2018	Data collection
5.	April 2018	Data entry, Submission of Data set & Submission of field notes/report

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**The timelines are required to be followed as specified in the table above. Any changes in the same may be allowed only in case of field circumstances if any, subject to the approval granted by the Director, CECED.*

6.3. Financial

6.3.1 The specified total budget for the study is INR 902000/- (Nine Lakh Two Thousand) as specified in Annexure II will be provided to the Vikramshila Education Resource Society for the complete assignment.

6.3.2 The payment schedule is as follows:

Installment	Particulars	Timeline	Amount in INR
I	On signing of the MoU	December, 2017	360800/-
II	Submission of progress report and SoE of First installment	February 2018	270600/-
III	Submission of final data set for both the phases and process report.	April, 2018	270600/-
	TOTAL		902000/-

7. The payments will be released through NEFT in the name of VIKRAMSHILA EDUCATION RESOURCE SOCIETY after deducting TDS as per income tax norms. In case the organization is tax exempted from income tax department, provide the exemption certificate (12AA certificate and registration under 10(23) and copy of PAN card to CECED, AUD before the release of first instalment. If the organization doesn't have certification under 12AA and 10(23) then they can take tax exemption certificate under 197 from income tax department.

8. Account details of state partner is as follows:

Bank Name	ALLAHABAD BANK
Account Number	20791445042
Account Holder's Name	VIKRAMSHILA EDUCATION RESOURCE SOCIETY

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MICR code	700010031
IFSC	ALLA0210034
Bank Address	505 JODHPUR PARK, KOLKATA – 700 068
PAN card number	AAATV4537B

9. The state partner will need to submit the Statement of Expenditure (SoE) (Annexure III) every month for the utilization against the release of funds by CECED, AUD.
10. The Second Party will need to submit a consolidated Utilization Certificate from a Chartered Accountant showing funds received up to April 2018, utilised and balance available.
11. **Accounting, Audit, Records and Access:** The Second Party will need to retain financial records and any substantiating documentation therefore, such as bills, invoices, cancelled checks, receipts, personnel time reports, and any other records pertinent to this offer for three years after the submission of final reports required under this offer.
12. The must obtain prior written approval from CECED, AUD for excess expenditure beyond 10% of the approved budget provided under the budget line items. The expenditure should not exceed more than 10% and it should be in the limit of the approved total sanctioned budget for the project. Any variance in terms of excess expenditure as mentioned above in line items should only be incurred on obtaining written prior permission from CECED, AUD.
13. The final settlement of accounts will be done only after the submission of the Utilization Certificate and SOE within 30 days after the completion of the assignment. Any over and above expenditure beyond 10% in any line item or in total amount will be borne by the.
14. Within thirty (30) days after the effective date of termination of the project, shall repay to CECED, AUD all unexpended project funds. The balance amount needs to be refunded to CECED, AUD within a period of 30 days through a cheque in the name of 'Ambedkar University Delhi'.

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PROJECT BACKGROUND

The Centre for Early Childhood Education and Development (CECED) is an independent and dedicated technical institution, with a mandate to address issues of quality and inclusion in policies and provisions for the young child. CECED is located at Ambedkar University Delhi (AUD), which is multidisciplinary and focused on a humanistic and equitable approach towards education and development. CECED has been working since the time of its inception on generating indigenous knowledge in the field of early childhood education and development. CECED has in the process been carrying out various research projects, including a longitudinal research on impact of ECCE, Development and validation of early learning standards, Evaluations of intervention projects which have generated a great deal of learning with policy level implications. While working on these research projects, it was realized that there are very limited culturally relevant tools available for assessment of early childhood education programmes and /or early learning outcomes which could be used in the research. As a result, contextualized tools were developed by CECED for each research project.

These tools have primarily been on assessment of quality of the programmes and learning/developmental levels of children, which have yielded quality data. It is now important to standardize the tools developed and also work towards the development of more tools as per need which would be culturally relevant to the Indian context. In this process, CECED has collaborated with Centre Square Foundation, UNICEF and The World Bank to work on project entitled "*Standardization of Assessment Tools*".

Brief Description of the tools to be standardized

1. Early Childhood Education Quality Assessment Scale (ECEQAS): It is an observation rating scale which is used for assessing early education programmes on certain ideal quality indicators such as physical infrastructure of the early

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childhood education centres and classroom setting, availability of play and learning materials, and management and organisation of early childhood education classroom and the programme on curricular transactions, which promote holistic development among children.

2. **School Readiness Instrument (SRI):** The particular tool has been designed for assessing the school readiness levels of children in terms of cognitive, mathematics and language concepts through direct assessment.
3. **Achievement Test (AT) for grades 1, 2 & 3:** This test was designed for direct and individualized assessment of children on a one on one basis. Since children are at a transition phase at 6, 7, and 8 years, the test assessed a mix of concepts which includes readiness and grade appropriate concepts linked to grades 1, 2 and 3 curricula.

METHOD

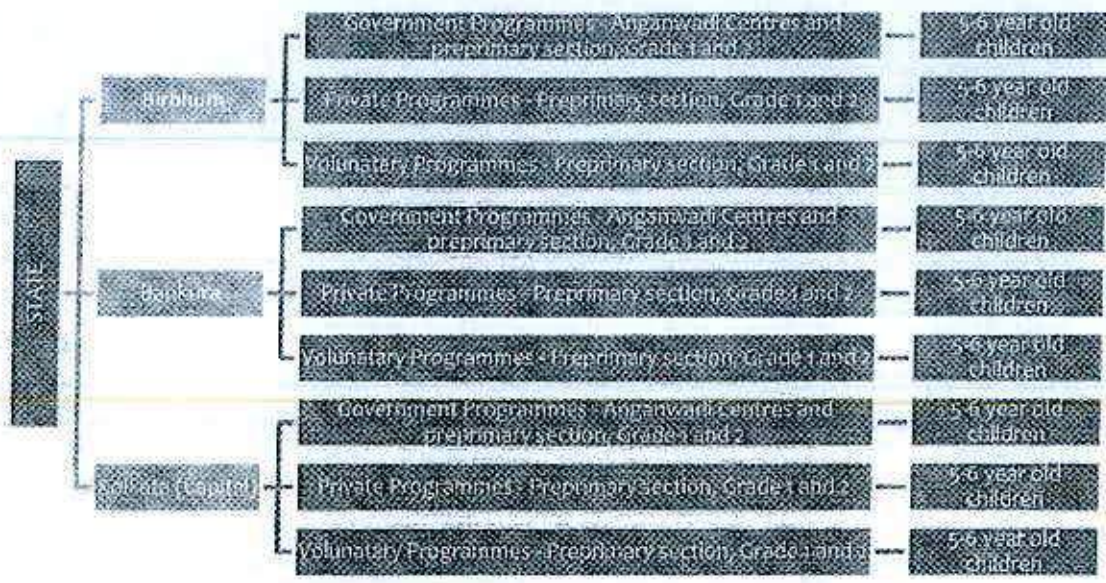
A detailed and statistically sound methodology is being utilised for the standardising of the existing tools, which are listed and described in detail in the section above. Before starting the standardisation process, a field assessment has been carried out to identify the potential end users of these tools. The existing tools, which assess the quality of the programmes and the learning levels of children, are designed with a specific objective of understanding the system and not as diagnostic assessment tools so there is a need to identify the stakeholders in the existing government, private, and voluntary system. Only after identifying the users and their needs and capacities, the standardization process of the tools has started. After a number of consultations with subject experts the tools have been revised and item generation has been done.

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Sampling Process



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Distribution of sample for the exploratory phase of the tool standardisation

Data will be collected from school going children and institutions attended by them. The preschool programmes (Anganwadi, Balwadi Centres, Private pre-primary grades) and early primary grades (grade 1, 2 and 3) will be assessed on quality indicators using ECEQAS. Whereas for child assessment School Readiness Instruments will be used to assess the 5 year old children and children of grade 1, 2 & 3 will be assessed on achievement tests 1, 2 and 3 respectively. Table below indicates the list of tools and their samples:

	Indicator	Tool to be Administered
Pre-primary Grades	Quality of Programme	ECEQAS for pre-primary grades
	Child Assessment	School Readiness Instrument – - direct child assessment - parent interview
Primary Grades	Quality of Programme	ECEQAS for primary grades
	Child Assessment for 6-8 year olds	Achievement test for 6- 8 year olds

The table below describes the sample for the exploratory phase of the tool standardisation process.

Kolkata	Type of School	ECE centres for Observation	Schools for observation		Child Assessment from Pre-primary	Child Assessment from Grade 1,2 & 3		
		Preschool	Grade 1	Grade 2	5 year Olds	6 year Olds	7 year Olds	8 year Olds
Kolkata	Govt Urban	10	12	12	30	24	24	24
	Pvt. Urban	5	10	10	15	20	20	20
Birbhum	Govt rural	34	12	12	102	24	24	24
	Private rural	3	2	2	9	4	4	4
Bankura	Govt. Rural	34	12	12	102	24	24	24
	Private rural	4	2	2	12	4	4	4

	90	50	50	270 (Completed)	100	100	100
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Note: Rural includes the tribal villages as well and where ever possible please include intervention programmes in the sample to get variation in the data

SCOPE OF WORK

The tasks to be undertaken by the State Partner for the project are as follows:

- i. **Translation of Tools:** This will involve a translation of the tools provided by CECED during each phase, if required.
- ii. **Hiring of Field Staff:** Providing Field Staff—1 Field Coordinator and Field Investigators for training and data collection
- iii. **Training on Tools:** This will involve training of the field investigators and research staff on different tools. The training will be conducted by CECED, AUD staff.
- iv. **Data collection and entry:** Data will be carried in two phases
 - a. **1st phase:** The ECEQAS will be tried out in the preschool and early primary grades (1st & 2nd grade) and the SRI will be used to assess the school readiness levels among 5-6 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for all tools will be centralized and merged in separate sheets for each tool.
 - b. **2nd phase:** The Achievement test for 6-8 year olds will be used to assess the achievement levels of 6-8 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for the tool will be centralized and merged in separate sheets for each age group.
- v. **Report Submission:** This will involve preparation and submission of field notes and complete data set with report.

2 ROLE OF CECED, AUD

- CECED will sample out the districts, wards and villages in consultation with the state partner.

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- CECED, AUIJ will provide training on the tools to the research staff of state partner.
- Monitoring and evaluation of the data collection process.
- Monitoring of Finance & accounts.

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Annexure II

BUDGET

Financial Proposal by Vikramshila Education Resource Society (Research Partner for West Bengal) from Date: 01st Dec.2017 to 30th April 2018

S. No.	Activity	Unit	Months	Rate (in Rs.)	Budget (in Rs.)	Remarks
1	Tool training of Project Staff	1			90,000	Training of Research Team (training of Five Days, venue, food, stay, field attachment, logistic etc.)
2	Honorarium for State Lead	1	5	25,000	1,25,000	Part time from Vikramshila
3	Honorarium of Coordinator	1	5	16,000	80,000	Full Time
4	Honorarium of Field Investigators	5	4	12,000	2,40,000	Full Time
5	Data Entry Operator	1	1	12,000	12,000	
6	Translation of Tools				5,000	
7	Field Work		4		3,00,000	Local Convenience and DA
8	Contingency				50,000	Photocopy, Communication Charges, Stationeries, postal Charges, Audit fee, and Secretarial Assistances etc.
	Total				9,02,000	

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STATEMENT OF EXPENDITURE (Format)

1.	2.	3.	4.	5.	6.	7.	8. (4 +5)	9.
S. No	Particulars (Draft)	Budget Sanctioned (INR)	Expenditure (1 st install ment) (INR)	Expenditure IInd install ment) (INR)	Cumulative Expenditure {4+5}	Expenditure (INR)	Total Expenditure (INR) {6+7}	Balance/ Reimbursement (INR) {3-6}
1	Tool training of Project Staff							
2	Honorarium for Project Coordinator							
3	Honorarium for Projector Co- Coordinator							
4	Honorarium of District Coordinator							
5	Honorarium of Field Investigators							
6	Data Entry Operator							
7	Field Work							
8	Contingency							
	Total							

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Ambedkar University Delhi

CENTRE FOR EARLY CHILDHOOD EDUCATION AND DEVELOPMENT (CECED)

Memorandum of Understanding

Between

Ambedkar University Delhi

and

Aide et Action, Bhopal

1. This Memorandum of Understanding (MOU) sets for the terms and understanding between the Ambedkar University Delhi (Established by Government of NCT of Delhi through the Delhi Act 9 of 2007) with its office located at Lothian Road, Kashmere Gate, Delhi - 110006 through its Registrar (hereinafter called the First party), which expression shall unless excluded by or repugnant to the context, be deemed to include the successors in the office, legal representatives and assignees) on the first party and Aide et Action, Bhopal hereinafter called the Second Party for conducting the project titled "Standardizing the Assessment Tools".
2. Aide et Action International (AEAI) an International non-governmental organization founded in 1981, in Paris. In 2007, it shifted its headquarter to Geneva. AEAI operates in 32 countries reaching to more than 3 million people. It envisions a world where "dignity is ensured for all men and women through education" and its mission is "to make education a lever for human development". AEAI was operational in India since 1981 and got registered as AEA India in 1988 as a not-for-profit private limited company under section 25 of the Indian Companies Act, 1956. Today the India operation is part of the South Asia operations. The South Asia operations comprise of activities in Sri Lanka, Nepal and Bhutan.

3. This present MoU between AUD and Aide et Action, Bhopal aims to establish partnership on the project entitled "Standardizing the Assessment Tools" conceptualised and coordinated by CECED, AUD. CECED is a Centre established by the Ambedkar University Delhi with a mandate to address issues of quality and inclusion in policies and provisions for the young child. The vision for the Centre is to evolve into a unique institution as an independent/autonomous entity with the capability to expand the landscape of indigenous knowledge on ECED, strengthen the momentum for ECED, and critique and provide policy related advice and feedback on existing programs and provisions for children, in an intellectually nurturing, multi-disciplinary academic setting.
4. Under this project, tools for assessing learning outcomes of children from 5 to 8 years and programme quality assessment tools developed by CECED will be standardised (detail of the project and research design are **Annexure 1**).
5. Aide et Action, Bhopal will be the state partner for the project for the state of Madhya Pradesh. Aide et Action, Bhopal will be responsible for carrying out the data collection in the Balaghat, Sagar & Bhopal (M.P) and will be carrying out the following activities in order to achieve the objectives as mentioned in Annexure I titled **Scope of Work**.
6. The terms and conditions of the MoU are set out as under:

6.1. Methodology

- 6.1.1. The purpose of the project is to standardize the assessment tests/tools to assess different learning outcomes of children from 5 years to 8 years and tool for assessment of quality of pre-primary and early primary provisioning.

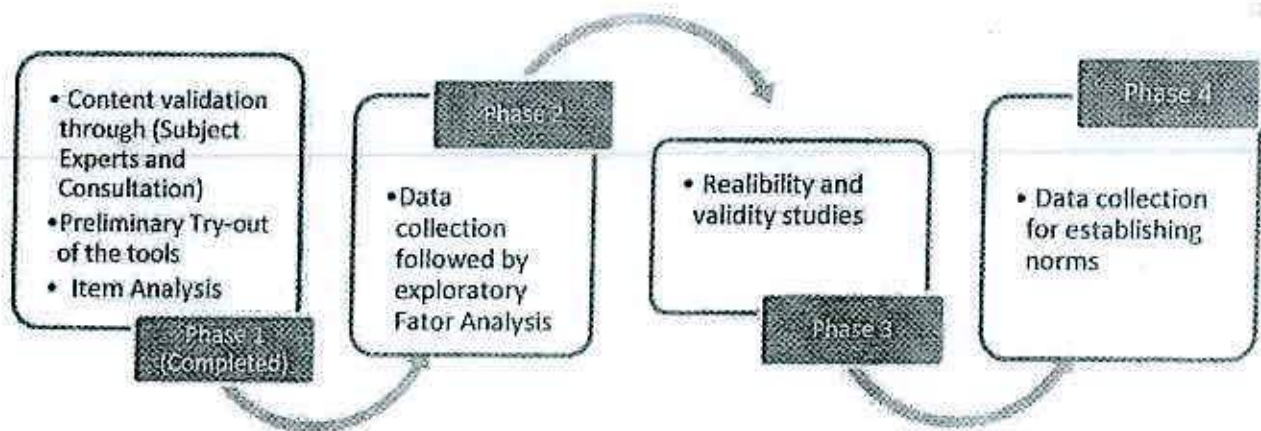
S.N	Tools	Description
1	Early Childhood Education Quality	Observation rating scale for ECE centres — covers classroom setting.

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	Assessment Scale	availability of materials, classroom management
2	School Readiness Instrument	Adaptation of World Bank tool --- tests individual students on pre-literacy and pre-numeracy skills
3	Achievement Test for 6 - 8 years	Student level tests on cognitive, mathematics, and language concepts

6.1.2. There is scientific statistical process to standardize the educational or psychological test/tool which needs to follow. This project will focus on data collection process for phase 2 – the exploratory phase. The data will be collected on both child assessment tools and BCE programme evolution tool.



6.2. Duration and Timelines

6.2.1 The project shall be conducted by the Second Party within the specified period, which is 01st December 2017 – 30th April, 2018.

6.2.2 Research Design- As mentioned in Annexure I and timeframe as follows:

A. Time Frame of the activities

S.No.	Date	Activity
1.	December 2017	Signing of MoU
2.	January 2018	Finish Data collection on SRI Tool

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3.	January 2018	Training of Staff on ECEQAS and AT
4	January to March 2018	Data collection
5	April 2018	Data entry, Submission of Data set & Submission of field notes/report

**The timelines are required to be followed as specified in the table above. Any changes in the same may be allowed only in case of field circumstances if any, subject to the approval granted by the Director, CECED.*

6.3. Financial

6.3.1 The specified total budget for the study is **INR 1083500 (Ten Lakh Eighty Three Thousand Five Hundred)** as specified in Annexure II will be provided to the **Aide-et-Action, Bhopal (M.P)** for the complete assignment.

6.3.2 The payment schedule is as follows:

Installment	Particulars	Timeline	Amount in INR
I	On signing of the MoU	December, 2017	433400/-
II	Submission of progress report and SoE of First installment	February 2018	325050/-
III	Submission of final data set for both the phases and process report.	April, 2018	325050/-
	TOTAL		1083500/-

7. The payments will be released through NEFT in the name of Aide et Action (India) after deducting TDS as per income tax norms. In case the organization is tax exempted from income tax department, provide the exemption certificate (12AA certificate and registration under 10(23) copy of PAN card to CECED, AUD before the release of first instalment. If the organization doesn't have certification under 12AA and 10(23) then they can take tax exemption certificate under 197 from income tax department.

8. Account details of state partner is as follows:

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Bank Name	State Bank of India
Account Number	30781249307
Account Holder's Name	Aide et Action (India)
MICR code	462002071
IFSC	SBIN0030224
Bank Address	SBI Shakti Nagar 18 /1 Shakti Nagar Bhopal MP Pin 462024
PAN card number	AAACA9317R

9. The state partner will need to submit the Statement of Expenditure (SoE) (**Annexure III**) every month for the utilization against the release of funds by CECED, AUD.
10. The Second Party will need to submit a consolidated Utilization Certificate from a Chartered Accountant showing funds received up to **April 2018**, utilised and balance available.
11. **Accounting, Audit, Records and Access:** The Second Party will need to retain financial records and any substantiating documentation therefore, such as bills, invoices, cancelled checks, receipts, personnel time reports, and any other records pertinent to this offer for three years after the submission of final reports required under this offer.
12. The must obtain prior written approval from CECED, AUD for excess expenditure beyond 10% of the approved budget provided under the budget line items. This expenditure should not exceed more than 10% and it should be in the limit of the approved total sanctioned budget for the project. Any variance in terms of excess expenditure as mentioned above in line items should only be incurred on obtaining written prior permission from CECED, AUD.
13. The final settlement of accounts will be done only after the submission of the Utilization Certificate and SOE within 30 days after the completion of the assignment. Any over and above expenditure beyond 10% in any line item or in total amount will be borne by the.
14. Within thirty (30) days after the effective date of termination of the project, shall repay to CECED, AUD all unexpended project funds. The balance amount needs

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to be refunded to CECED, AUD within a period of 30 days through a cheque in the name of 'Ambedkar University Delhi'.

15. Utilization Certificate & SOE shall be directed to :

Director
Centre for Early Childhood Education and Development
Dr. B.R. Ambedkar University, Delhi,
Room no 307, 2nd Floor, Administrative Block,
Lothian Road, Kashmere Gate Campus, Delhi – 110006

I. Confidentiality & Intellectual Property

16. All the information acquired by the State Partner in the course of executing the assignment is confidential and may not be divulged to others without the prior written permission from CECED, AUD.

17. The copyright for the tools and kits developed by CECED, translated tools, documentation and data collected by State Partner under this assignment will be the sole and exclusive property of CECED, AUD. The state partner may use the tools for their internal use with written permission from Director, CECED.

II. Project Review/Tracking/Evaluation:

18. State Partner will gather and share relevant data with CECED, AUD that shows progress towards meeting the agreed objectives. Training on the tools will be provided by the CECED, AUD staff. CECED, AUD staff will also visit the site of data collection to monitor the accuracy of the data and its process.

III. Termination or Suspension

19. Either organization may terminate this offer, upon giving thirty (30) days written notice to the other organization, and the organizations agree to engage in a reasonable negotiation regarding the winding up of the collaboration. Due to any unavoidable circumstances if such termination has to be done, the same can be done only after completion of the first phase of the study. No termination will be permitted at the middle of any ongoing activities of any phase.

20. CECED may terminate or suspend this award at any time, in whole or in part if (1) State Partner materially fails to comply with the terms and conditions of this ToR; (2) the Donor, for any reason, fails to fund, terminates or suspends the

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Grant or that portion of the Grant relating to State Partner activities; (3) the State Partner is unable to carry out the purposes of this project as per ToR in a satisfactory or timely manner in the reasonable judgment of CECED, CECED will notify the State Partner in a letter that will indicate the reason for termination or suspension, effective date and in case of partial termination, the portion to be terminated or suspended.

- 21. It may be noted that CECED, AUD does not provide any insurance coverage for its consultants/ partners and its staff and thus cannot be held responsible for any accident or other incident arising in relation to or during this assignment. Insurance for accidents, medical expenses, theft or other purpose is the responsibility of the State Partner.

Accepted and Agreed

Accepted and Agreed

The Registrar

Ambedkar University Delhi

(M.P)



कुशाग्रिणः / Kusagrahin:
अम्बेडकर
एम्बेडकर
लोकसभे
संस्कृत-विभाग
संस्कृत-विभाग, संस्कृत-विभाग

Alakbar

Authorized Signatory

Aide et Action, Bhopal

P. Bhojra



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PROJECT BACKGROUND

The Centre for Early Childhood Education and Development (CECED) is an independent and dedicated technical institution, with a mandate to address issues of quality and inclusion in policies and provisions for the young child. CECED is located at Ambedkar University Delhi (AUD), which is multidisciplinary and focused on a humanistic and equitable approach towards education and development. CECED has been working since the time of its inception on generating indigenous knowledge in the field of early childhood education and development. CECED has in the process been carrying out various research projects, including a longitudinal research on impact of ECCE, Development and validation of early learning standards, Evaluations of intervention projects which have generated a great deal of learning with policy level implications. While working on these research projects, it was realized that there are very limited culturally relevant tools available for assessment of early childhood education programmes and for early learning outcomes which could be used in the research. As a result, contextualized tools were developed by CECED for each research project.

These tools have primarily been on assessment of quality of the programmes and learning/developmental levels of children, which have yielded quality data. It is now important to standardize the tools developed and also work towards the development of more tools as per need which would be culturally relevant to the Indian context. In this process, CECED has collaborated with Centre Square Foundation, UNICEF and The World Bank to work on project entitled "*Standardization of Assessment Tools*".



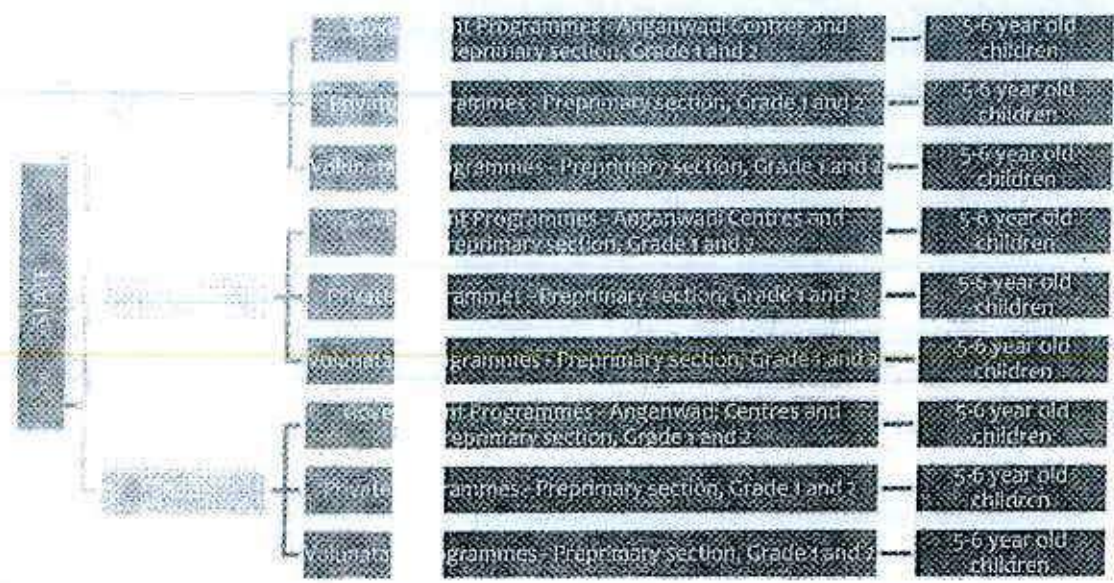
Brief Description of the tools to be standardized

1. **Early Childhood Education Quality Assessment Scale (ECEQAS):** It is an observation rating scale which is used for assessing early education programmes on certain ideal quality indicators such as physical infrastructure of the early childhood education centres and classroom setting, availability of play and learning materials, and management and organisation of early childhood education classroom and the programme on curricular transactions, which promote holistic development among children.
2. **School Readiness Instrument (SRI):** The particular tool has been designed for assessing the school readiness levels of children in terms of cognitive, mathematics and language concepts through direct assessment.
3. **Achievement Test (AT) for grades 1, 2 & 3:** This test was designed for direct and individualized assessment of children on a one on one basis. Since children are at a transition phase at 6, 7, and 8 years, the test assessed a mix of concepts which includes readiness and grade appropriate concepts linked to grades 1, 2 and 3 curricula.

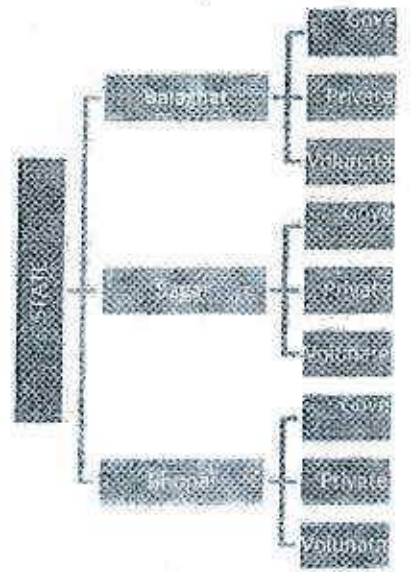
METHOD

A detailed and statistically sound methodology is being utilised for the standardising of the existing tools, which are listed and described in detail in the section above. Before starting the standardisation process, a field assessment has been carried out to identify the potential end users of these tools. The existing tools, which assess the quality of the programmes and the learning levels of children, are designed with a specific objective of understanding the system and not as diagnostic assessment tools so there is a need to identify the stakeholders in the existing government, private, and voluntary system. Only after identifying the users and their needs and capacities, the standardization process of the tools has started. After a number of consultations with subject experts the tools have been revised and item generation has been done.

Sampling Process



Sampling Process



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Distribution of sample for the exploratory phase of the tool standardisation

Data will be collected from school going children and institutions attended by them. The preschool programmes (Anganwadi, Balwadi Centres, Private pre-primary grades) and early primary grades (grade 1, 2 and 3) will be assessed on quality indicators using ECEQAS. Whereas for child assessment School Readiness Instruments will be used to assess the 5 year old children and children of grade 1, 2 & 3 will be assessed on achievement tests 1, 2 and 3 respectively. Table below indicates the list of tools and their samples:

	Indicator	Tool to be Administered
Pre-primary Grades	Quality of Programme	ECEQAS for pre-primary grades
	Child Assessment	School Readiness Instrument – - direct child assessment - parent interview
Primary Grades	Quality of Programme	ECEQAS for primary grades
	Child Assessment for 6-8 year olds	Achievement test for 6- 8 year olds

The table below describes the sample for the exploratory phase of the tool standardisation process.

M.P	Type of School	ECE centres for Observation	Schools for observation		Child Assessment from Pre-primary 5 year Olds	Child Assessment from Grade 1,2 & 3		
			Grade 1	Grade 2		6 year Olds	7 year Olds	8 year Olds
Bhopal	Govt Urban	6	5	5	18	10	10	10
	Pvt. Urban	8	6	6	24	12	12	12
Sagar	Govt rural	33	16	17	99	32	32	32
	Private rural	5	2	2	15	4	4	4
Balaghat	Govt. Rural	34	17	17	102	34	34	34
	Private rural	4	4	3	12	8	8	8
		90	50	50	270	100	100	100

Note: Rural includes the tribal villages as well and where ever possible please include intervention programmes in the sample to get variation in the data

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SCOPE OF WORK

The tasks to be undertaken by the State Partner for the project are as follows:

- i. **Translation of Tools:** This will involve a translation of the tools provided by CECED during each phase, if required.
- ii. **Hiring of Field Staff:** Providing Field Staff—1 Field Coordinator and Field Investigators for training and data collection
- iii. **Training on Tools:** This will involve training of the field investigators and research staff on different tools. The training will be conducted by CECED, AUD staff.
- iv. **Data collection and entry:** Data will be carried in two phases
 - a. **1st phase:** The ECEQAS will be tried out in the preschool and early primary grades (1st & 2nd grade) and the SRI will be used to assess the school readiness levels among 5-6 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for all tools will be centralized and merged in separate sheets for each tool.
 - b. **2nd phase:** The Achievement test for 6-8 year olds will be used to assess the achievement levels of 6-8 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for the tool will be centralized and merged in separate sheets for each age group.
- v. **Report Submission:** This will involve preparation and submission of field notes and complete data set with report.

2 ROLE OF CECED, AUD

- CECED will sample out the districts, wards and villages in consultation with the state partner.
- CECED, AUD will provide training on the tools to the research staff of state partner.
- Monitoring and evaluation of the data collection process.
- Monitoring of Finance & accounts.

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Annexure II

BUDGET

Financial Proposal by Aide et Action (Research Partner for Madhya Pradesh) from Date: 01st Dec. 2017 to 30th April 2018

S. No.	Activity	Unit	Months	Rate	Total	Remarks
1	Training of the project team	1		50000	50000	Training of Research Team (training of Five Days, venue, food, stay, field attachment, logistic etc.)
2	Honorarium for Regional Manager	1	5	20000	100000	Part time from Aide et Action
3	Honorarium of Coordinator	1	5	25000	125000	Full Time
4	Honorarium of Field Investigator	6	5	15000	450000	Full Time
5	Data entry operator	1	4	10000	40000	
6	Field Work	1	4		200000	Local Convenience and DA
7	Contingency			20000	20000	Photocopy, Communication Charges, Stationeries, postal Charges, Audit fee, and Secretarial Assistances etc.
8	Sub total				985000	
9	Institutional Overhead charges @10%				98500	
	Total				1083500	

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STATEMENT OF EXPENDITURE (Format)

1.	2.	3.	4.	5.	6.	7.	8.	9.
S. No	Particulars (Draft)	Budget Sanctioned (INR)	Expenditure (1 st installment) (INR)	Expenditure (2 nd installment) (INR)	Cumulative Expenditure (4+5)	Expenditure (INR)	Total Expenditure (INR) (6+7)	Balance/ Reimbursement (INR) (3-6)
1	Training of the project team							
2	Honorarium for Regional Manager							
3	Honorarium of Coordinator							
4	Honorarium of Field Investigator							
5	Data entry operator							
6	Field Work							
7	Contingency							
8	Sub Total							
9	Overhead charges @10%							
	Total							

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Ambedkar University Delhi

Memorandum of Understanding
Between

Dr. B.R. Ambedkar University Delhi

and

Durgabhai Deshmukh Mahila Sabha (AMS)

1. This Memorandum of Understanding (MOU) sets for the terms and understanding between the **Dr. B.R. Ambedkar University Delhi** (Established by Government of NCT of Delhi through the Delhi Act 9 of 2007) with its office located at Dr. B.R. Ambedkar University Delhi, Admin Block, Room No. 307, Lohian Road, Kashmere Gate, Delhi - 110006 through its Registrar (hereinafter called the First party), which expression shall unless excluded by or repugnant to the context, be deemed to include the successors in the office, legal representatives and assignees) on the first part and **Durgabhai Deshmukh Mahila Sabha (AMS)**, Hyderabad, Telangana here in after called the Second Party for conducting the project titled "**Standardizing the Assessment Tools**"
2. State Resource Centre - Early Childhood Education (SRC - ECE), Durgabhai Deshmukh Mahila Sabha (AMS) is an umbrella organization in the field of early childhood and care for the state of Andhra Pradesh providing training support, developing training material, conduct research studies, initiate advocacy and provide on-going professional support to the different governmental and non-governmental organization functioning in the state. Over a period of 20 years it has developed various teaching modules customized for children having various needs. It has been closely working with central government, state government and other international bodies like UNICEF for the cause. SRC has been doing the onerous task of capacity building for initiating various ECE Programmes which is being done by giving required training to personnel at different levels on different components. The Centre works to enrich the learning process of children in the pre-primary and primary years (from 3 to 8), and spearheads the cause of early childhood education.

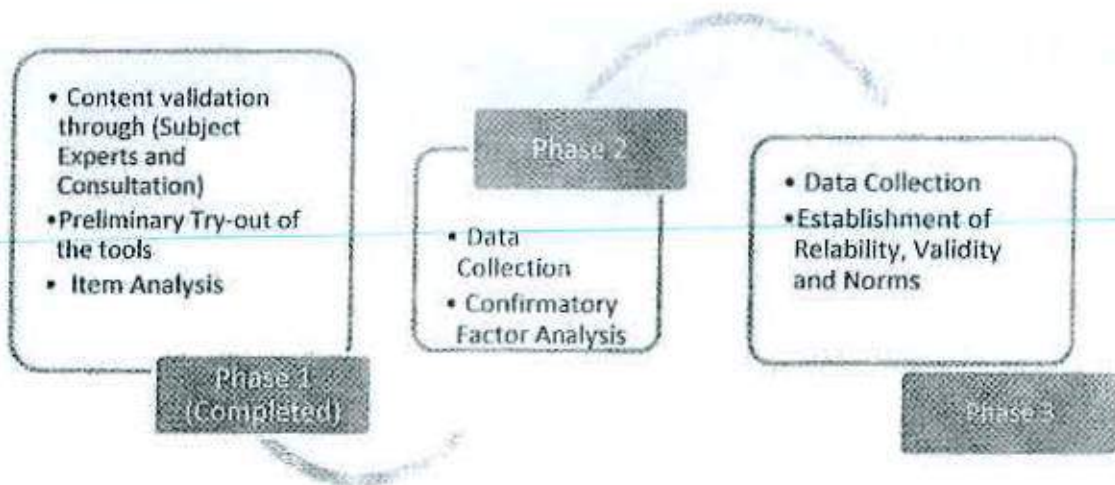
3. This present MoU between Dr. B.R. Ambedkar University Delhi and Durgabhai Deshmukh Mahila Sabha (AMS) aims to establish partnership on the project entitled "Standardizing the Assessment Tools" conceptualised and coordinated by CECED, Dr. B.R. Ambedkar University Delhi. CECED is a Centre established by the Dr. B.R. Ambedkar University Delhi with a mandate to address issues of quality and inclusion in policies and provisions for the young child. The vision for the Centre is to evolve into a unique institution as an independent/autonomous entity with the capability to expand the landscape of indigenous knowledge on ECED, strengthen the momentum for ECED, and critique and provide policy related advice and feedback on existing programs and provisions for children, in an intellectually nurturing, multi-disciplinary academic setting.
4. Under this project, tools for assessing learning outcomes for 6 to 8 year olds and programme quality assessment tools developed by CECED will be standardised (detail of the project and research design are **Annexure 1**).
5. AMS will be the state partner for the project for the state of Telangana. AMS will be responsible for carrying out the data collection in the three districts of Telangana and will be carrying out the following activities in order to achieve the objectives as mentioned in **Annexure I** titled **Scope of Work**.
6. The terms and conditions of the MoU are set out as under:
- 6.1. Methodology**
- 6.1.1.** The purpose of the project is to standardize the assessment tests/tools to assess different learning outcomes of children from 6 years to 8 years and tool for assessment of quality of pre-primary provisioning.

S.N	Tools	Description
1	Early Childhood Education Quality Assessment Scales (Two versions)	Observation rating scale for ECE centres— covers classroom setting, availability of materials, classroom management
3	Achievement Test for 6 – 8 years	Student level tests on cognitive, mathematics, and language concepts

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- 6.1.2. There is scientific statistical process to standardize the educational or psychological test/tool which needs to follow. This project will focus on data collection. The data will be collected on both child assessment tools and ECE programme evolution tool.



6.2. Duration and Timelines

- 6.2.1 The project shall be conducted by the Second Party within the specified period, which is 01st March 2018 – 30th June, 2018.
- 6.2.2 **Research Design-** As mentioned in Annexure I and timeframe as follows:

A. Time Frame of the activities

S.No.	Date	Activity
1.	March 2018	Signing of MoU
2.	March 2018	Training of the staff on Tools
3.	March to June 2018	Data collection
4	June 2018	Data entry, Submission of Data set & Submission of field notes/report

**The timelines are required to be followed as specified in the table above. Any changes in the same may be allowed only in case of field circumstances if any, subject to the approval granted by the Director, CECED.*

6.3. Financial

- 6.3.1 The specified total budget for the study is INR (11, 92,500) as specified in Annexure II will be provided to the AMS, Telangana for the complete assignment.
- 6.3.2 The payment schedule is as follows:

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Installment	Particulars	Timeline	Amount in INR
I	On signing of the MoU	March, 2018	4,77,000
II	Submission of progress report and SoE of First installment	May, 2018	3,57,750
III	Submission of final data set for both the phases and process report.	June, 2018	3,57,750
	TOTAL		11, 92,500

7. Account details of state partner is as follows:

Bank Name	SYNDICATE BANK, NEW NALLAKUNTA BRANCH
Account Number	30132010023765
Account Holder's Name	SRC ECE AMS
MICR code	500025025
IFSC	SYNB0003013
Bank Address	D No 2-2-1130 By 2, Yellisetty House New Nallakunta , Hyderabad - 500044 , Telangana
PAN card number	AAATA4287B

8. The payments will be released through NEFT in the name of SRC ECE AMS after deducting TDS as per income tax norms. In case the organization is tax exempted from income tax department, provide the exemption certificate and copy of PAN card to CECED, Dr. B.R. Ambedkar University Delhi before the release of first instalment.
9. The state partner will need to submit the Statement of Expenditure (SoE) (Annexure III) every month for the utilization against the release of funds by CECED, Dr. B.R. Ambedkar University Delhi.
10. The Second Party will need to submit a consolidated Utilization Certificate from a Chartered Accountant showing funds received up to June, 2018, utilised and balance available Accounting, Audit, Records and Access: The Second Party will need to retain financial records and any substantiating documentation therefore, such as bills, invoices, cancelled checks, receipts, personnel time reports, and any other records pertinent to this offer for three years after the submission of final reports required under this offer.

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11. The must obtain prior written approval from CECED, Dr. B.R. Ambedkar University Delhi for excess expenditure beyond 10% as approved in the budget line items. This should not exceed more than 10% and it should be in the limit of the approved total sanctioned budget for the project. Any variance in terms of excess expenditure as mentioned above in line items should only be on the basis of written prior permission from CECED, Dr. B.R. Ambedkar University Delhi.
12. The final settlement of accounts will be done only after the submission of the Utilization Certificate and SOE within 30 days after the completion of the assignment. Any over and above expenditure beyond 10% in any line item or in total amount will be borne by the state partner.
13. Within thirty (30) days after the effective date of termination of the project, shall repay to CECED, Dr. B.R. Ambedkar University Delhi all unexpended project funds. The balance amount needs to be refunded to CECED, Dr. B.R. Ambedkar University Delhi within a period of 30 days through a cheque in the name of 'Dr. B.R. Ambedkar University Delhi'.
14. Utilization Certificate & SOE shall be directed to :

Director
Centre for Early Childhood Education and Development
Dr. B.R. Ambedkar University Delhi,
Room no 307, 2nd Floor, Administrative Block,
Lothian Road, Kashmere Gate Campus, Delhi - 110006

I. Confidentiality & Intellectual Property

16. All the information acquired by the State Partner in the course of executing the assignment is confidential and may not be divulged to others without the prior written permission from CECED, Dr. B.R. Ambedkar University Delhi.
17. The copyright for the tools and kits developed by CECED, translated tools, documentation and data collected by State Partner under this assignment will be the sole and exclusive property of CECED, Dr. B.R. Ambedkar University Delhi. The state partner may use the tools for their internal use with written permission from Director, CECED.

II. Project Review/Tracking/Evaluation:

18. State Partner will gather and share relevant data with CECED, Dr. B.R. Ambedkar University Delhi that shows progress towards meeting the agreed objectives. Training on the tools will be provided by the CECED, Dr. B.R. Ambedkar University Delhi staff.

Chhaya Pathak

V.A.D.

CECED, Dr. B.R. Ambedkar University Delhi staff will also visit the site of data collection to monitor the accuracy of the data and its process.

III. Termination or Suspension

19. Either organization may terminate this offer, upon giving thirty (30) days written notice to the other organization, and the organizations agree to engage in a reasonable negotiation regarding the winding up of the collaboration. Due to any unavoidable circumstances if such termination has to be done, the same can be done only after completion of the first phase of the study. No termination will be permitted at the middle of any ongoing activities of any phase.
20. CECED may terminate or suspend this award at any time, in whole or in part if (1) State Partner materially fails to comply with the terms and conditions of this MoU; (2) the Donor, for any reason, fails to fund, terminates or suspends the Grant or that portion of the Grant relating to State Partner activities; (3) the State Partner is unable to carry out the purposes of this project as per MoU in a satisfactory or timely manner in the reasonable judgment of CECED; CECED will notify the State Partner in a letter that will indicate the reason for termination or suspension, effective date and in case of partial termination, the portion to be terminated or suspended.
21. It may be noted that CECED, Dr. B.R. Ambedkar University Delhi does not provide any insurance coverage for its consultants/ partners and its staff and thus cannot be held responsible for any accident or other incident arising in relation to or during this assignment. Insurance for accidents, medical expenses, theft or other purpose is the responsibility of the State Partner.

Accepted and Agreed

Accepted and Agreed

Alkabra

The Registrar

Chhaya Prateek

Secretary

Dr. B.R. Ambedkar University Delhi



कलेक्टर / Registrar
 डॉ. बी. आर. अम्बेडकर विश्वविद्यालय दिल्ली
 Dr. B. R. Ambedkar University Delhi
 लक्ष्मिकान रोड, कश्मीर गेट, दिल्ली-110006
 Lakhmikan Road, Kashmir Gate, Delhi-110006
 वेबसाइट / website : www.aud.ac.in

SRC ECE DDMS (AMS)
 Secretary
 SRC-ECE-AMS

M. Dalta

PROJECT BACKGROUND

The Centre for Early Childhood Education and Development (CECED) is an independent and dedicated technical institution, with a mandate to address issues of quality and inclusion in policies and provisions for the young child. CECED is located at Dr. B.R. Ambedkar University Delhi which is multidisciplinary and focused on a humanistic and equitable approach towards education and development. CECED has been working since the time of its inception on generating indigenous knowledge in the field of early childhood education and development. CECED has in the process been carrying out various research projects, including a longitudinal research on impact of ECCE, Development and validation of early learning standards, Evaluations of intervention projects which have generated a great deal of learning with policy level implications. While working on these research projects, it was realized that there are very limited culturally relevant tools available for assessment of early childhood education programmes and /or early learning outcomes which could be used in the research. As a result, contextualized tools were developed by CECED for each research project.

These tools have primarily been on assessment of quality of the programmes and learning/developmental levels of children, which have yielded quality data. It is now important to standardize the tools developed and also work towards the development of more tools as per need which would be culturally relevant to the Indian context. In this process, CECED has collaborated with Centre Square Foundation, UNICEF and The World Bank to work on project entitled "*Standardization of Assessment Tools*".

Brief Description of the tools to be standardized

1. **Early Childhood Education Quality Assessment Scale (ECEQAS) (Two Versions):** It is an observation rating scale which is used for assessing early education programmes on certain ideal quality indicators such as physical infrastructure of the early childhood education centres and classroom setting, availability of play and learning materials, and management and organisation of early childhood education classroom and the programme on curricular transactions, which promote holistic development among children.

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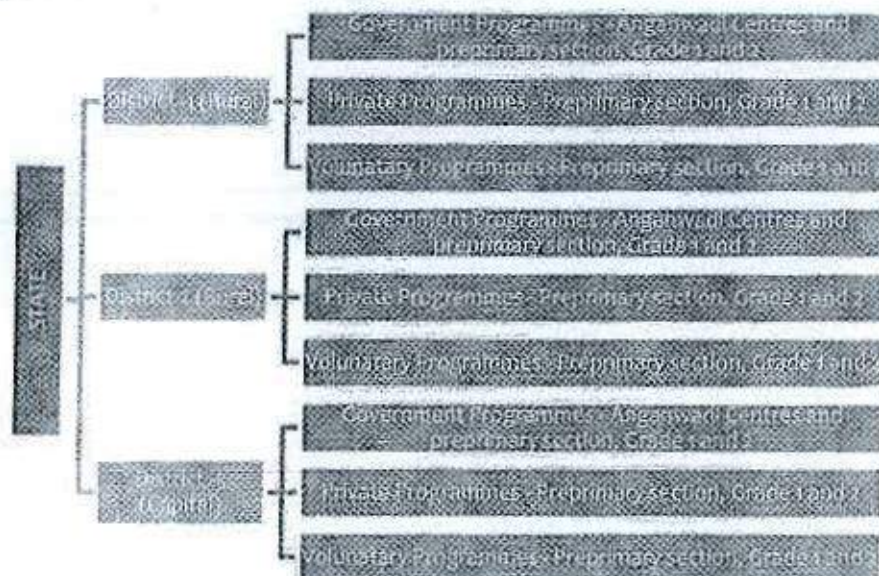
1/11

2. **Achievement Test (AT) for grades 1 & 2:** This test was designed for direct and individualized assessment of children on a one on one basis. Since children are at a transition phase at 6, to 8 years, the test assessed a mix of concepts which includes readiness and grade appropriate concepts linked to grades 1 & 3 curricula.

METHOD

A detailed and statistically sound methodology is being utilised for the standardising of the existing tools, which are listed and described in detail in the section above. Before starting the standardisation process, a field assessment has been carried out to identify the potential end users of these tools. The existing tools, which assess the quality of the programmes and the learning levels of children, are designed with a specific objective of understanding the system and not as diagnostic assessment tools so there is a need to identify the stakeholders in the existing government, private, and voluntary system. Only after identifying the users and their needs and capacities, the standardization process of the tools has started. After a number of consultations with subject experts the tools have been revised and item generation has been done.

Sampling Process



Distribution of sample for the exploratory phase of the tool standardisation

Data will be collected from pre-school/school going children and institutions attended by them. The preschool programmes (Anganwadi, Balwadi Centres, Private pre-primary grades) will be assessed on quality indicators using ECEQAS. Whereas children of grade 1, & 2 will be assessed on achievement tests 1, & 2 respectively. Table below indicates the list of tools and their samples:

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	Indicator	Tool to be Administered
Pre-primary Grades	Quality of Programme	ECEQAS for pre-primary grades
Primary Grades	Child Assessment for 6-8 year olds	Achievement test for 6-8 year olds

The table below describes the sample for the **exploratory phase** of the tool standardisation process.

Telangana	Type of School/Preschool	ECE centres for Observation	Child Assessment from Grade 1 & 2	
		Preschool	6 year Olds	7 year Olds
District 1 (Urban)	Govt Urban	8	8	8
	Pvt Urban	16	18	18
District 2 (Rural)	Govt rural	28	31	31
	Private rural	5	6	6
District 3 (Rural)	Govt Rural	28	32	32
	Private rural	5	5	5
Total		90	100	100

Note: Rural includes the tribal villages as well and where ever possible please include intervention programmes in the sample to get variation in the data.

SCOPE OF WORK

The tasks to be undertaken by the State Partner for the project are as follows:

- Translation of Tools:** This will involve a translation of the tools provided by CECED during each phase, if required.
- Hiring of Field Staff:** Providing Field Staff—1 Field Coordinator and Field Investigators for training and data collection
- Training on Tools:** This will involve training of the field investigators and research staff on different tools. The training will be conducted by CECED staff.
- Data collection and entry:**

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- a. The ECEQAS will be tried out in the preschool. Data entry will be done simultaneously by the field investigators. After data collection, the data for all tools will be centralized and merged in separate sheets for each tool.
- b. The Achievement test for 6-8 year olds will be used to assess the achievement levels of 6-8 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for the tool will be centralized and merged in separate sheets for each age group.
- v. **Report Submission:** This will involve preparation and submission of field notes and complete data set with report.

2 ROLE OF CECED, B.R. Ambedkar University Delhi

- CECED will sample out the districts, wards and villages in consultation with the state partner.
- CECED will provide training on the tools to the research staff of state partner.
- Monitoring and evaluation of the data collection process.
- Monitoring of Finance & accounts.

Manoj Pathak

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BUDGET

Financial Proposal by AMS (Research Partner for Telangana) from 01st March to 30th June, 2018

S. No.	Activity	Unit	Days/ Months	Rate INR	Total INR	Remarks
1	Training of the project team	10 persons	6 days	10000	20000	This will include expense related to refreshment, venue, stationery etc. during the tool training for 6 days
2	Translation of tools	4		10000	40000	
3	Honorarium of Project Coordinator	1	4 Months	40000	160000	
4	Honorarium of Research Assistants a) Rural b) Urban	1	4 Months	30000	120000	
		1	4 Months	30000	120000	
5	Honorarium of Field Investigators	7	1.5 Months	25000	262500	
6	Field Work -				450000	Food, accommodation, travel, photocopy of tools, and any other field related expenditure for project/field team. The organization may use its organization's norms as applicable.
7	Contingency				20000	This will include expense related to administrative support and assistance including stationery, communication, audit expenses and other miscellaneous expenses related to project team.
Sub total					1192500	
GRAND TOTAL					1192500	

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STATEMENT OF EXPENDITURE (Format)

1.	2.	3.	4.	5.	6.	7.	8. (4+5)	9.
S. No	Particulars (Draft)	Budget Sanctioned (INR)	Expenditure (I st installment) (INR)	Expenditure (IInd installment) (INR)	Cumulative Expenditure (4+5)	Expenditure (INR)	Total Expenditure (INR) (6+7)	Balance/ Reimbursement (INR) {3-6}
1	Training of the project team							
2	Translation of tools							
3	Honorarium of Project Coordinator							
4	Honorarium of Research Assistants							
5	Honorarium of Field Investigators							
6	Field Work -							
7	Contingency							
	Sub Total							
	Total							

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Memorandum of Understanding
Between

Dr. B.R. Ambedkar University Delhi
and

TATA Institute of Social Sciences (TISS)

1. This Memorandum of Understanding (MOU) sets for the terms and understanding between the **Dr. B.R. Ambedkar University Delhi** (Established by Government of NCT of Delhi through the Delhi Act 9 of 2007) with its office located at Dr. B.R. Ambedkar University Delhi, Admin Block, Room No. 307, Lothian Road, Kashmere Gate, Delhi – 110006 through its Registrar (hereinafter called the First party), which expression shall unless excluded by or repugnant to the context, be deemed to include the successors in the office, legal representatives and assignees) on the first part and TATA institute of social sciences, Mumbai, Maharashtra hereinafter called the Second Party for conducting the project titled "**Standardizing the Assessment Tools**"
2. The Tata Institute of Social Sciences (TISS) was established in 1936 as the Sir Dorabji Tata Graduate School of Social Work. In 1944, it was renamed as the Tata Institute of Social Sciences. The year 1964 was an important landmark in the history of the Institute, when it was declared Deemed to be a University under Section 3 of the University Grants Commission Act (UGC), 1956. Since its inception, the Vision of the TISS has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centred, ecologically sustainable and just society that promotes and protects dignity, equality, social justice and human rights for all.
3. This present MoU between Dr. B.R. Ambedkar University Delhi and TATA Institute of Social Sciences (TISS) aims to establish partnership on the project entitled "**Standardizing the Assessment Tools**" conceptualised and coordinated by CECED,

Dr. B.R. Ambedkar University Delhi CECED is a Centre established by the Dr. B.R. Ambedkar University Delhi with a mandate to address issues of quality and inclusion in policies and provisions for the young child. The vision for the Centre is to evolve into a unique institution as an independent/autonomous entity with the capability to expand the landscape of indigenous knowledge on ECED, strengthen the momentum for ECED, and critique and provide policy related advice and feedback on existing programs and provisions for children, in an intellectually nurturing, multi-disciplinary academic setting.

4. Under this project, tools for assessing learning outcomes for 5 to 8 year olds and programme quality assessment tools developed by CECED will be standardised (detail of the project and research design are **Annexure 1**).
5. TISS will be the state partner for the project for the state of Maharashtra. TISS will be responsible for carrying out the data collection in the three districts of Maharashtra and will be carrying out the following activities in order to achieve the objectives as mentioned in **Annexure I** titled **Scope of Work**.
6. The terms and conditions of the MoU are set out as under:

6.1. Methodology

6.1.1. The purpose of the project is to standardize the assessment tests/tools to assess different learning outcomes of children from 5 years to 8 years and tool for assessment of quality of pre-primary and early primary provisioning.

S.N	Tools	Description
1	Early Childhood Education Quality Assessment Scale	Observation rating scale for ECE centres— covers classroom setting, availability of materials, classroom management
2	School Readiness Instrument	Adaptation of World Bank tool— tests individual students on pre-literacy and pre-numeracy skills
3	Achievement Test for 6 - 8 years	Student level tests on cognitive, mathematics, and language concepts

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6.3.2 The payment schedule is as follows:

Instalment	Particulars	Timeline	Amount in INR
I	On signing of the MoU	February, 2018	671600
II	Submission of progress report and SoE of First instalment	April 2018	503700/-
III	Submission of final data set for both the phases and process report.	May, 2018	503700/-
	TOTAL		1679000/-

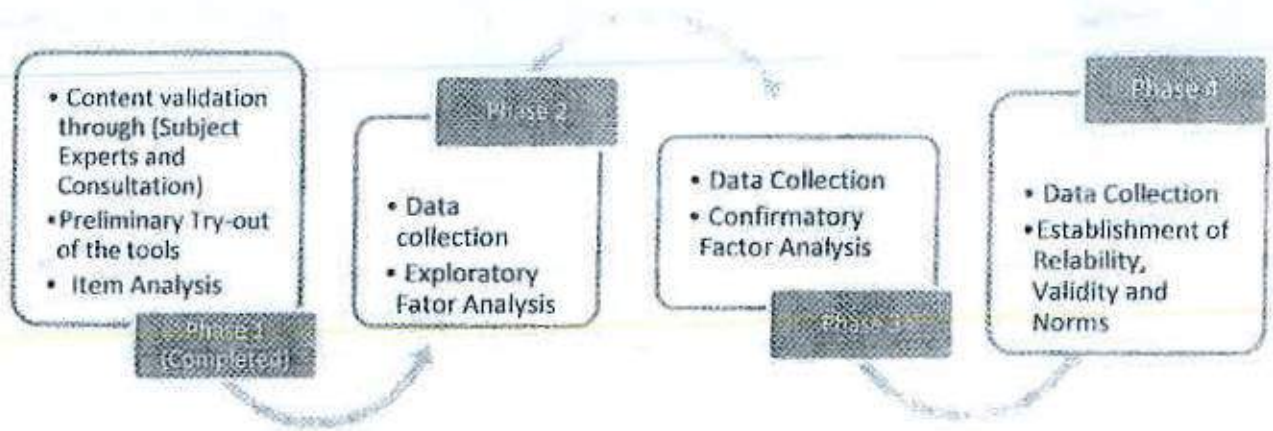
7. Account details of state partner is as follows:

Bank Name	IDBI Bank
Account Number	0765104000038289
Account Holder's Name	TATA INSTITUTE OF SOCIAL SCIENCES PROJECT ACCOUNT
MICR code	400259090
IFSC	IBKL0000765
Bank Address	IDBI BANK, DEONAR BRANCH, UNIT NO: 1, SAFAL PRIDE, SION-TROMBAY ROAD, DEONAR, MUMBAI 400088
PAN card number	AAATT4224B

8. The payments will be released through NEFT in the name of Tata Institute of Social Sciences Project Account after deducting TDS as per income tax norms. In case the organization is tax exempted from income tax department, provide the exemption certificate and copy of PAN card to CECED, Dr. B.R. Ambedkar University Delhi before the release of first instalment.
9. The state partner will need to submit the Statement of Expenditure (SoE) (Annexure III) every month for the utilization against the release of funds by CECED, Dr. B.R. Ambedkar University Delhi.
10. The Second Party will need to submit a consolidated Utilization Certificate from a Chartered Accountant showing funds received up to May, 2018, utilised and balance available.
11. **Accounting, Audit, Records and Access:** The Second Party will need to retain financial records and any substantiating documentation therefore, such as bills, invoices, cancelled



- 6.1.2. There is scientific statistical process to standardize the educational or psychological test/tool which needs to follow. This project will focus on data collection process for phase 2 & 3. The data will be collected on both child assessment tools and ECE programme evolution tool.



6.2. Duration and Timelines

- 6.2.1 The project shall be conducted by the Second Party within the specified period, which is 01st February 2018 – 30th May, 2018.

- 6.2.2 Research Design- As mentioned in Annexure I and timeframe as follows:

A. Time Frame of the activities

S.No.	Date	Activity
1.	February 2018	Signing of MoU
2.	February 2018	Training of the staff on Tools
3.	Feb. to April 2018	Data collection
4.	May 2018	Data entry, Submission of Data set & Submission of field notes/report

**The timelines are required to be followed as specified in the table above. Any changes in the same may be allowed only in case of field circumstances if any, subject to the approval granted by the Director, CECED.*

6.3. Financial

- 6.3.1 The specified total budget for the study is INR 1679000 (Sixteen Lakhs Seventy Nine Thousands only) as specified in Annexure II will be provided to the TISS, Maharashtra for the complete assignment.

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checks, receipts, personnel time reports, and any other records pertinent to this offer for three years after the submission of final reports required under this offer.

12. The must obtain prior written approval from CECED, Dr. B.R. Ambedkar University Delhi for excess expenditure beyond 10% as approved in the budget line items. This should not exceed more than 10% and it should be in the limit of the approved total sanctioned budget for the project. Any variance in terms of excess expenditure as mentioned above in line items should only be on the basis of written prior permission from CECED, Dr. B.R. Ambedkar University Delhi.
13. The final settlement of accounts will be done only after the submission of the Utilization Certificate and SOE within 30 days after the completion of the assignment. Any over and above expenditure beyond 10% in any line item or in total amount will be borne by the organisation.
14. Within thirty (30) days after the effective date of termination of the project, shall repay to CECED, Dr. B.R. Ambedkar University Delhi all unexpended project funds. The balance amount needs to be refunded to CECED, Dr. B.R. Ambedkar University Delhi within a period of 30 days through a cheque in the name of 'Dr. B.R. Ambedkar University Delhi'.
15. Utilization Certificate & SOE shall be directed to :

Director
Centre for Early Childhood Education and Development
Dr. B.R. Ambedkar University, Delhi,
Room no 307, 2nd Floor, Administrative Block,
Lothian Road, Kashmere Gate Campus, Delhi - 110006

I. Confidentiality & Intellectual Property

16. All the information acquired by the State Partner in the course of executing the assignment is confidential and may not be divulged to others without the prior written permission from CECED, Dr. B.R. Ambedkar University Delhi.
17. The copyright for the tools and kits developed by CECED, translated tools, documentation and data collected by State Partner under this assignment will be the sole and exclusive property of CECED, Dr. B.R. Ambedkar University Delhi. The state partner may use the tools for their internal use with written permission from Director, CECED.




II. Project Review/Tracking/Evaluation:

18. State Partner will gather and share relevant data with CECED, Dr. B.R. Ambedkar University Delhi that shows progress towards meeting the agreed objectives. Training on the tools will be provided by the CECED staff. CECED staff will also visit the site of data collection to monitor the accuracy of the data and its process.

III. Termination or Suspension

19. Either organization may terminate this offer, upon giving thirty (30) days written notice to the other organization, and the organizations agree to engage in a reasonable negotiation regarding the winding up of the collaboration. Due to any unavoidable circumstances if such termination has to be done, the same can be done only after completion of the first phase of the study. No termination will be permitted at the middle of any ongoing activities of any phase.
20. CECED may terminate or suspend this award at any time, in whole or in part if (1) State Partner materially fails to comply with the terms and conditions of this MoU; (2) the Donor, for any reason, fails to fund, terminates or suspends the Grant or that portion of the Grant relating to State Partner activities; (3) the State Partner is unable to carry out the purposes of this project as per MoU in a satisfactory or timely manner in the reasonable judgment of CECED; CECED will notify the State Partner in a letter that will indicate the reason for termination or suspension, effective date and in case of partial termination, the portion to be terminated or suspended.
21. It may be noted that CECED, Dr. B.R. Ambedkar University Delhi does not provide any insurance coverage for its consultants/ partners and its staff and thus cannot be held responsible for any accident or other incident arising in relation to or during this assignment. Insurance for accidents, medical expenses, theft or other purpose is the responsibility of the State Partner.

Accepted and Agreed

The Registrar

Dr. B.R. Ambedkar University Delhi

Registrar / Registrar

डॉ. बी. आर. अंबेडकर विश्वविद्यालय दिल्ली
Dr. B. R. Ambedkar University Delhi
लॉक स्मिथ रोड, काश्मिरी गेट, दिल्ली-110008
Lokmanya Road, Kashmiri Gate, Delhi-110008
ईमेल / website www.aud.ac.in



Accepted and Agreed

The Registrar

Tata Institute of Social Sciences

REGISTRAR
Tata Institute of Social Sciences
Deonar, Post Box No. 8313
Mumbai-400 088

PROJECT BACKGROUND

The Centre for Early Childhood Education and Development (CECED) is an independent and dedicated technical institution, with a mandate to address issues of quality and inclusion in policies and provisions for the young child. CECED is located at Dr. B.R. Ambedkar University Delhi which is multidisciplinary and focused on a humanistic and equitable approach towards education and development. CECED has been working since the time of its inception on generating indigenous knowledge in the field of early childhood education and development. CECED has in the process been carrying out various research projects, including a longitudinal research on impact of ECCE, Development and validation of early learning standards, Evaluations of intervention projects which have generated a great deal of learning with policy level implications. While working on these research projects, it was realized that there are very limited culturally relevant tools available for assessment of early childhood education programmes and /or early learning outcomes which could be used in the research. As a result, contextualized tools were developed by CECED for each research project.

These tools have primarily been on assessment of quality of the programmes and learning/developmental levels of children, which have yielded quality data. It is now important to standardize the tools developed and also work towards the development of more tools as per need which would be culturally relevant to the Indian context. In this process, CECED has collaborated with Centre Square Foundation, UNICEF and The World Bank to work on project entitled "*Standardization of Assessment Tools*".

Brief Description of the tools to be standardized

1. **Early Childhood Education Quality Assessment Scale (ECEQAS):** It is an observation rating scale which is used for assessing early education programmes on certain ideal quality indicators such as physical infrastructure of the early childhood education centres and classroom setting, availability of play and learning materials, and management and organisation of early childhood education classroom and the programme on curricular transactions, which promote holistic development among children.



2. **School Readiness Instrument (SRI):** The particular tool has been designed for assessing the school readiness levels of children in terms of cognitive, mathematics and language concepts through direct assessment.
3. **Achievement Test (AT) for grades 1, 2 & 3:** This test was designed for direct and individualized assessment of children on a one on one basis. Since children are at a transition phase at 6, 7, and 8 years, the test assessed a mix of concepts which includes readiness and grade appropriate concepts linked to grades 1, 2 and 3 curricula.

METHOD

A detailed and statistically sound methodology is being utilised for the standardising of the existing tools, which are listed and described in detail in the section above. Before starting the standardisation process, a field assessment has been carried out to identify the potential end users of these tools. The existing tools, which assess the quality of the programmes and the learning levels of children, are designed with a specific objective of understanding the system and not as diagnostic assessment tools so there is a need to identify the stakeholders in the existing government, private, and voluntary system. Only after identifying the users and their needs and capacities, the standardization process of the tools has started. After a number of consultations with subject experts the tools have been revised and item generation has been done.

Sampling Process



Distribution of sample for the exploratory phase of the tool standardisation

Data will be collected from school going children and institutions attended by them. The preschool programmes (Anganwadi, Balwadi Centres, Private pre-primary grades) and early primary grades (grade 1, 2 and 3) will be assessed on quality indicators using ECEQAS. Whereas

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for child assessment School Readiness Instruments will be used to assess the 5 year old children and children of grade 1, 2 & 3 will be assessed on achievement tests 1, 2 and 3 respectively. Table below indicates the list of tools and their samples:

	Indicator	Tool to be Administered
Pre-primary Grades	Quality of Programme	ECEQAS for pre-primary grades
	Child Assessment	School Readiness Instrument - direct child assessment - parent interview
Primary Grades	Quality of Programme	ECEQAS for primary grades
	Child Assessment for 6-8 year olds	Achievement test for 6- 8 year olds

The table below describes the sample for the exploratory phase of the tool standardisation process.

Maharashtra	Type of School	ECE centres for Observation	Schools for observation			Child Assessment from Pre-primary 5 year Olds	Child Assessment from Grade 1,2 & 3		
			Preschool	Grade 1	Grade 2		Grade 3	6 year Olds	7 year Olds
District 1 (Urban)	Govt Urban	12	6	6		24	18	18	
	Prv. Urban	18	6	6		36	18	18	
District 2 (Rural)	Govt rural	36	12	12		72	36	36	
	Private rural	12	4	4		24	12	12	
District 3 (Rural)	Govt Rural	36	12	12		72	36	36	
	Private rural	12	4	4		24	12	12	
		126.000	44	44		252.000	132	132	

Note: Rural includes the tribal villages as well and where ever possible please include intervention programmes in the sample to get variation in the data

SCOPE OF WORK

The tasks to be undertaken by the State Partner for the project are as follows:

- Translation of Tools:** This will involve a translation of the tools provided by CECED during each phase, if required.
- Hiring of Field Staff:** Providing Field Staff—1 Field Coordinator and Field

- Investigators for training and data collection
- iii. **Training on Tools:** This will involve training of the field investigators and research staff on different tools. The training will be conducted by CECED, Dr. B.R. Ambedkar University Delhi staff.
- iv. **Data collection and entry:** Data will be carried in two phases
 - a. **1st phase:** The ECEQAS will be tried out in the preschool and early primary grades (1st & 2nd grade) and the SRI will be used to assess the school readiness levels among 5-6 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for all tools will be centralized and merged in separate sheets for each tool.
 - b. **2nd phase:** The Achievement test for 6-8 year olds will be used to assess the achievement levels of 6-8 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for the tool will be centralized and merged in separate sheets for each age group.
- v. **Report Submission:** This will involve preparation and submission of field notes and complete data set with report.

2 ROLE OF CECED, Dr. B.R. Ambedkar University Delhi.

- CECED will sample out the districts, wards and villages in consultation with the state partner.
- CECED, Dr. B.R. Ambedkar University Delhi will provide training on the tools to the research staff of state partner.
- Monitoring and evaluation of the data collection process.
- Monitoring of Finance & accounts.



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Annexure II

BUDGET

Financial Proposal by TISS(Research Partner for Maharashtra) from 01st February to 30th May 2018

S. No.	Activity	Unit	Months	Rate INR	Total INR	
					117000	
1	Training of the project team					Training of Research Team (training of Five Days, venue, food, stay, field attachment, logistic etc.)
2	Translation and typing of the tools in Marathi	70		150	10500	
3	Honorarium for Project Lead	2	4 months	15000	60000	Part time from TISS
4	Honorarium of Coordinator	1	4 months	25000	100000	Full Time
5	Honorarium of Research assistant	3	3 months	17500	157500	Full Time
6	Honorarium of Field Investigator	13	1 month	13500	175500	Full Time
7	Field Work - Travel				165000	Train travel + local travel
8	Field Work - DA (boarding and lodging)	17	25 days	1400	595000	Local Convenience and DA
9	Contingency				79500	Communication Charges, Stationeries, postal Charges, Audit fee, and Secretarial Assistances etc.
	Sub total				1460000	
	Institutional Overhead charges @15%				219000	
	GRAND TOTAL				1679000	

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STATEMENT OF EXPENDITURE (Format)

1.	2.	3.	4.	5.	6.	7.	8. (4 +5)	9.
S. No	Particulars (Draft)	Budget Sancti oned (INR)	Expen diture (1 st install ment) (INR)	Expen diture Und install ment)(INR)	Cumulat ive Expendi ture {4+5}	Expen diture (INR)	Total Expendi ture (INR) {6+7}	Balance/ Reimburs ement (INR) {3-6}
1	Tool training of Project Staff							
2	Honorarium for Project Coordinator							
3	Honorarium for Projector Co-Coordinator							
4	Honorarium of District Coordinator							
5	Honorarium of Field Investigators							
6	Data Entry Operator							
7	Field Work							
8	Contingency							
9	Sub Total							
10	Overhead charges							
11	Total							

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CENTRE FOR EARLY CHILDHOOD EDUCATION AND DEVELOPMENT

Dr. Sunita Singh
Director (Offg.)

File No: AUD/CECED/14-49/2017-18

Date: 31-08-2017

Engagement of State Partner in Tamil Nadu from 1st September 2017 to 31st December 2017

Project Title: 'Standardization of Assessment Tools'

Terms of Reference (ToR) for Aide et Action as a state partner to support data collection in Tamil Nadu

INTRODUCTION

The Centre for Early Childhood Education and Development (CECED), Ambedkar University Delhi is conducting a project entitled "Standardization of Assessment Tools" with financial support from UNICEF, The World Bank and Central Square Foundation.

In this exercise, CECED, AUD is standardising culturally and developmentally appropriate assessment tools developed and designed by CECED. These tools are primarily for assessment of learning levels of children and quality of preschool and early primary grades. The child assessment tools that are being standardised as part of this study are School Readiness Instrument (developed by The World Bank and adapted by CECED, AUD) for assessing 5-6 year olds on their school readiness levels, Achievement test for 6, 7 and 8 year olds (developed by CECED, AUD) for assessing learning levels among children in the early primary years. Early Childhood Education Quality Assessment Scale (developed by CECED, AUD) developed for assessing quality of preschool and early primary grades will be standardised as part of this project. (Project description in Annexure 1)

In order to standardise the above mentioned assessment tools, the tools need to be tried out with children and in the programme setting so that they can be further refined. In this regard, these assessment tools will be tried out in six states, one each in each zone of the country. The Centre

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Regional Manager (Cheennai)
Aide et Action
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Harmony Road, Chennai
CECED (14-49/2017-18)

Sunita Singh
Director
Centre for Early Childhood Education and Development
Ambedkar University, Delhi
Lodhi Road, New Delhi - 110005
Tel: +91 11 2386 2526, 2566 6440, Fax: +91 11 2386 4055
Website: www.aud.ac.in

for Early Childhood Education and Development (CECED), Ambedkar University Delhi has identified different academic institutions and civil society organisations in the selected six states to partner with to try out the assessment tools and support in revising the tools. In this regard, Aide-et-Action, is being engaged as a state partner in Tamil Nadu state.

GENERAL TERMS AND CONDITIONS

I. Duration

1. The state partners will be engaged for a period of 4 months, which is from 1st September, 2017 – 31st December, 2017.
2. Aide et Action will be responsible for carrying out the activities as mentioned in this ToR in order to achieve the objectives of the project.
3. **Scope of Work-** As per the Annexure I.
4. **Time Frame of the activities:**

S. No.	Date	Activity
PHASE I		
1.	1 st September – 17 th September, 2017	Engagement of Staff and translation of tools
2.	18 th Sep. 2017 – 23 th Sep. 2017	Training of Staff
3.	25 th Sep. 2017 – 25 th November 2017	Completion of data collection for SRI and ECEQAS
4.	8 th December, 2017	Submission of accounts of phase I
PHASE II		
5.	20 th December, 2017	Completion of data collection for Achievement test
5.	28 th December, 2017	Completion of Data entry of the tools
7.	28 th December, 2017	Submission of final data set of both the phases and process report
8.	15 th January, 2018	Submission of final utilization certificate (UC)

**The timelines are required to be followed as specified in the table above. Any changes in the same may be allowed only in case of field circumstances if any, subject to the approval granted by the Director, CECED.*

II. Financial

5. The specified total budget for the study is INR 11, 26,510 (Rupees Eleven lakh Twenty Six Thousand Five Hundred Ten only) as specified in Annexure II will be provided to the Aide et Action Tamil Nadu for the complete assignment.


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Regional Manager (Chennai),
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6. The payment schedule is as follows

Installment	Particulars	Timeline	Amount in INR
I	On signing of the ToR	1 st September, 2017	563255
II	Submission of progress report and SoE of First installment	8 th December, 2017	225302
III	Submission of final data set for both the phases and process report.	28 th December, 2017	337953
	TOTAL		11,26,510

7. The payments will be released through NEFT in the name of Aide-et-Action Tamil Nadu after deducting TDS as per income tax norms. In case the organization is tax exempted from income tax department, provide the exemption certificate and copy of PAN card to CECED, AUD before the release of first instalment.

8. Aide-et-Action will share their account details in a separate sheet in given format:

Bank Name	
Account Number	
Account Holder's Name	
MICR code	
IFSC	
Bank Address	
PAN card number	

9. The state partner will need to submit the SoE (Annexure III) for the utilization of the first installment twice, first on 15th November 2017 and the final SoE for the first installment by 8th December 2017 along with the invoice for the release of next installment to CECED, AUD.

10. state partner will need to submit a consolidated Utilization Certificate from a Chartered Accountant showing funds received up to November 2017, utilised and balance available and similarly for the funds released in Dec. 2017, along with the Statement of Expenditure in a prescribed format (Annexure III) and will need to retain the original Vouchers, Bills and Receipts with details.

11. Accounting, Audit, Records and Access: The state partner will need to retain financial records and any substantiating documentation therefore, such as bills, invoices, cancelled checks, receipts, personnel time reports, and any other records pertinent to this offer for three years after the submission of final reports required under this offer.


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- 12. The state partner must obtain prior written approval from CECED, AUD for excess expenditure beyond 10% as approved in the budget line items. This should not exceed more than 10% and it should be in the limit of the approved total sanctioned budget for the project. Any variance in terms of excess expenditure as mentioned above in line items should only be on the basis of written prior permission from CECED, AUD.
- 13. The final settlement of accounts will be done only after the submission of the Utilization Certificate and SOE within 30 days after the completion of the assignment. Any over and above expenditure beyond 10% in any line item or in total amount will be borne by the State Partner.
- 14. Within thirty (30) days after the effective date of termination of the project, State Partner shall repay to CECED, AUD all unexpended project funds. The balance amount needs to be refunded to CECED, AUD within a period of 30 days through a cheque in the name of 'Ambedkar University Delhi'.
- 15. Utilization Certificate & SOE shall be directed to :

Director
Centre for Early Childhood Education and Development
Dr. B.R. Ambedkar University, Delhi,
Room no 307, 2nd Floor, Administrative Block,
Lothian Road, Kashmere Gate Campus, Delhi – 110006


III. Confidentiality & Intellectual Property

- 16. All the information acquired by the State Partner in the course of executing the assignment is confidential and may not be divulged to others without the prior written permission from CECED, AUD.
- 17. The copyright for the tools and kits developed by CECED, translated tools, documentation and data collected by State Partner under this assignment will be the sole and exclusive property of CECED, AUD. The state partner may use the tools for their internal use with written permission from Director, CECED.

IV. Project Review/Tracking/Evaluation:

- 18. The state partner will gather and share relevant data with CECED, AUD that shows progress towards meeting the agreed objectives. Training on the tools will be provided by the CECED, AUD staff. CECED, AUD staff will also visit the site of data collection to monitor the accuracy of the data and its process.


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Sant Sre
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V. Termination or Suspension

- 19. Either organization may terminate this offer, upon giving thirty (30) days written notice to the other organization, and the organizations agree to engage in a reasonable negotiation regarding the winding up of the collaboration. Due to any unavoidable circumstances if such termination has to be done, the same can be done only after completion of the first phase of the study. No termination will be permitted at the middle of any ongoing activities of any phase.
- 20. CECED may terminate or suspend this award at any time, in whole or in part if (1) State Partner materially fails to comply with the terms and conditions of this ToR; (2) the Donor, for any reason, fails to fund, terminates or suspends the Grant or that portion of the Grant relating to State Partner activities; (3) the State Partner is unable to carry out the purposes of this project as per ToR in a satisfactory or timely manner in the reasonable judgment of CECED; CECED will notify the State Partner in a letter that will indicate the reason for termination or suspension, effective date and in case of partial termination, the portion to be terminated or suspended.
- 21. It may be noted that CECED, AUD does not provide any insurance coverage for its consultants/ partners and its staff and thus cannot be held responsible for any accident or other incident arising in relation to or during this assignment. Insurance for accidents, medical expenses, theft or other purpose is the responsibility of the State Partner.

Accepted and Agreed

Accepted and Agreed

Dr. Sunita Singh
Director (Officiating)
CECED
Ambedkar University Delhi

Authorized Signatory
Aide et Action Tamil Nadu.

K. SIVAGAMI
 Regional Manager (Chennai)
Aide et Action
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 Harrington Road, Chetpet,
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PROJECT BACKGROUND

The Centre for Early Childhood Education and Development (CECED) is an independent and dedicated technical institution, with a mandate to address issues of quality and inclusion in policies and provisions for the young child. CECED is located at Ambedkar University Delhi (AUD), which is multidisciplinary and focused on a humanistic and equitable approach towards education and development. CECED has been working since the time of its inception on generating indigenous knowledge in the field of early childhood education and development. CECED has in the process been carrying out various research projects, including a longitudinal research on impact of ECCE, Development and validation of early learning standards, Evaluations of intervention projects which have generated a great deal of learning with policy level implications. While working on these research projects, it was realized that there are very limited culturally relevant tools available for assessment of early childhood education programmes and /or early learning outcomes which could be used in the research. As a result, contextualized tools were developed by CECED for each research project.

These tools have primarily been on assessment of quality of the programmes and learning/developmental levels of children, which have yielded quality data. It is now important to standardize the tools developed and also work towards the development of more tools as per need which would be culturally relevant to the Indian context. In this process, CECED has collaborated with Centre Square Foundation, UNICEF and The World Bank to work on project entitled "*Standardization of Assessment Tools*".

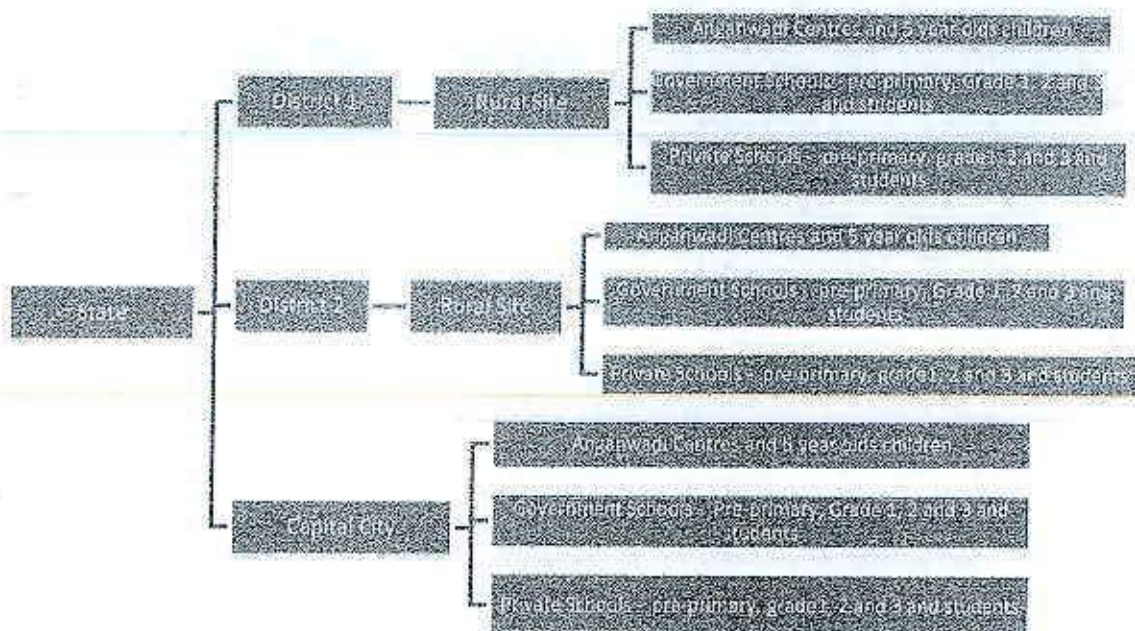
Brief Description of the tools to be standardized

1. **Early Childhood Education Quality Assessment Scale (ECEQAS):** It is an observation rating scale which is used for assessing early education programmes on certain ideal quality indicators such as physical infrastructure of the early childhood education centres and classroom setting, availability of play and learning materials, and management and organisation of early childhood education classroom and the programme on curricular transactions, which promote holistic development among children.
2. **School Readiness Instrument (SRI):** The particular tool has been designed for assessing the school readiness levels of children in terms of cognitive, mathematics and language concepts through direct assessment.

3. Achievement Test (AT) for grades 1, 2 & 3: This test was designed for direct and individualized assessment of children on a one on one basis. Since children are at a transition phase at 6, 7, and 8 years, the test assessed a mix of concepts which includes readiness and grade appropriate concepts linked to grades 1, 2 and 3 curricula.

METHOD

A detailed and statistically sound methodology is being utilised for the standardising of the existing tools, which are listed and described in detail in the section above. Before starting the standardisation process, a field assessment has been carried out to identify the potential end users of these tools. The existing tools, which assess the quality of the programmes and the learning levels of children, are designed with a specific objective of understanding the system and not as diagnostic assessment tools so there is a need to identify the stakeholders in the existing government, private, and voluntary system. Only after identifying the users and their needs and capacities, the standardization process of the tools has started. After a number of consultations with subject experts the tools have been revised and item generation has been done.



Distribution of sample for the exploratory phase of the tool standardisation

Data will be collected from school going children and institutions attended by them. The preschool programmes (Anganwadi, Balwadi Centres, Private pre-primary grades) and early primary grades (grade 1, 2 and 3) will be assessed on quality indicators using ECEQAS. Whereas for child assessment School Readiness Instruments will be used to assess the 5 year old children and children of grade 1, 2 & 3 will be assessed on achievement tests 1, 2 and 3 respectively. Table below indicates the list of tools and their samples:

	Indicator	Tool to be Administered
Pre-primary Grades	Quality of Programme	ECEQAS for pre-primary grades
	Child Assessment	School Readiness Instrument - - direct child assessment - parent interview
Primary Grades	Quality of Programme	ECEQAS for primary grades
	Child Assessment for 6-8 year olds	Achievement test for 6- 8 year olds

The table below describes the sample for the exploratory phase of the tool standardisation process.

Tamil Nadu	Type of School	ECE centres for Observation	Schools for observation		Child Assessment from Pre-primary	Child Assessment from Grade 1, 2 & 3		
			Preschool	Grade 1	Grade 2	5-year Olds	6-year Olds	7-year Olds
Chennai	Govt Urban	12	10	10	36	20	20	20
	Pvt Urban	10	6	6	30	12	12	12
Kanchipuram	Govt rural	26	13	13	78	26	26	26
	Private rural	8	4	4	24	8	8	8
Thiruvallur	Govt Rural	26	13	13	78	26	26	26
	Private rural	8	4	4	24	8	8	8
		90	50	50	270	100	100	100

Note: Rural includes the tribal villages as well and where ever possible please include intervention programmes in the sample to get variation in the data.

SCOPE OF WORK

The tasks to be undertaken by the State Partner for the project are as follows:

- i. **Translation of Tools:** This will involve a translation of the tools provided by CECED during each phase, if required.
- ii. **Hiring of Field Staff:** Providing Field Staff—1 Field Coordinator and Field Investigators for training and data collection
- iii. **Training on Tools:** This will involve training of the field investigators and research staff on different tools. The training will be conducted by CECED, AUD staff.
- iv. **Data collection and entry:** Data will be carried in two phases
 - a. **1st phase:** The ECEQAS will be tried out in the preschool and early primary grades (1st and 2nd grade) and the SRI will be used to assess the school readiness levels among 5-6 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for all tools will be centralized and merged in separate sheets for each tool.
 - b. **2nd phase:** The Achievement test for 6-8 year olds will be used to assess the achievement levels of 6-8 year olds as per the sampling design. Data entry will be done simultaneously by the field investigators. After data collection, the data for the tool will be centralized and merged in separate sheets for each age group.
- v. **Report Submission:** This will involve preparation and submission of field notes and complete data set with report.

BUDGETFinancial Proposal by Aide et Action (Research Partner for Tamil Nadu) 1stSeptember to 31th December, 2017

S. No.	Activity	Unit	Period	Rate (in Rs.)	Budget (in Rs.)
1	Training on Survey for Team 5 days	1	5	15000	75000
2	Translation, Printing of Tool & Stationery	1	1	32000	32000
3	Honorarium of Coordinator	1	4	25000	100000
4	Honorarium of Field Investigator	6	4	17000	408000
5	Regional Manager Time (7 days per month)	1	4	20000	80000
6	Travel and Telephone allowance (lunsum) for data enumerators and	7	4	50000	200000
7	Travel RM	1	4	20000	80000
8	Contingency			49100	49100
	Sub total				1024100
	Institutional Over Heads@10%				102410
Total					1126510



K. SIVAGAMI
Regional Manager (Chennai)
Aide et Action
No. 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000



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2. ROLE OF CECED, AUD

- CECED will sample out the districts, wards and villages in consultation with the state partner.
- CECED, AUD will provide training on the tools to the research staff of state partner.
- Monitoring and evaluation of the data collection process.
- Monitoring of Finance & accounts.

Annexure III

STATEMENT OF EXPENDITURE (Format)

1.	2.	3.	4.	5.	6.	7.	8.	9.
S. No	Particulars	Budget Sanctioned (INR)	Expenditure (September-October 2017) (INR)	Expenditure (Nov 2017) (INR)	Cumulative Expenditure (September-Nov. 2017) (4+5)	Expenditure (December 2017) (INR)	Total Expenditure (INR) (4+5+7)	Balance/ Reimbursement (INR) (3-8)
1	Training on Survey for Team 5 days	75000						
2	Translation, Printing of Tool & Stationery	32000						
3	Honorarium of Coordinator	100000						
4	Honorarium of Field Investigator	408000						
5	Regional Manager Time (7 days per month)	80000						
6	Travel and Telephone allowance (lumpsum) for data enumerators and	200000						
7	Travel RM	80000						
8	Contingency	49100						
9	Sub total	1024100						
10	Institutional Over Heads @ 10%	102410						
11	Total	1126510						

Shreyas

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 Director
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01 May 2018

MINUTES

The fourth meeting of the Standing Committee Fee Review to review the fee structure was held at 2:30 pm on the 1st of May 2018 in the Committee Room 1, Ambedkar University Delhi, Kashmere Gate Campus, Delhi. The following members were present:

- | | |
|---|-----------------|
| 1. Professor Shyam B Menon
Vice Chancellor | Chairperson |
| 2. Dr. Kiran Datar
(Nominee of the Board) | Member |
| 3. Professor Jatin Bhatt
Pro-Vice Chancellor I | Member |
| 4. Smt. Ernest Samuel Ratnakumar
Controller of Finance | Member |
| 5. Dr. Arindam Banerjee
Dean (officiating) Academic Services | Member |
| 6. Professor Praveen Singh
Dean, Planning | Special Invitee |
| 7. Professor Sanjay Sharma
Dean, Student Services | Member |

Professor Salil Misra, Pro- Vice Chancellor II expressed his inability to attend the meeting.

Ms Radhika Aggarwal, Research Assistant, Planning Office, Mr Nitin Chaudhary, Assistant, Student Services and Ms Bindu Nair, Assistant Registrar, Student Services assisted the Committee in its deliberations.

Item 1: To note the present fee structure

The Committee took note of the Board of Management's approval vide Resolution No. 7 (B) to the recommendations of the Standing Committee's first meeting held on 24th of June 2014 for an increase of 5% over the fees of the previous cohort for all programmes, including the Undergraduate programmes from admission cohort 2015-16 onwards.

Accordingly, the fee for the admission cohort 2017 -18 was increased by 5% for all programmes. The committee also took note of the following current per credit tuition fee of BA/MA and Research programmes:

B.Voc : Rs 500/-
BA : Rs 1160/-
MA : Rs 1450/-
MBA: Rs 2320/-



MPhil/PhD: Rs 1450/- per credit during course work and Rs 5510/- during research and dissertation period.

Item 2: To consider the proposal to link the fee revision with the Consumer Price Index in each new academic year for the cohort being admitted

The Committee members took note of the fact the Principal Secretary Finance in the Statutory meetings had advised the University that the increase in the fee be linked with the index which is referred to by the Government to calculate the inflation rate and for deciding various financial matters.

After due deliberations, the Committee resolved to increase the fee in each academic year, for the new cohort (for the entire period of studies in a programme), by 5% or the average of last ten years' Consumer Price Index (Industrial Workers)/Urban whichever is higher. The Committee further resolved that this principle of using 'last 10 years' (rounded off) as the reference period be followed for deciding fee for each academic year. This be reviewed periodically.

The Committee entrusted Dr Arindam Banerjee, Dean Academic services & Associate Professor, Economics to study the trend of the inflation rates as per the CPI (IW)/Urban and advice the Committee about the increase in the percentage of application fee and fee for the academic year 2018-19. Accordingly, Dr Banerjee analysed the trend in CPI (IW) / Urban in respect of inflation. As per his observations, the average for last 10 years is 7.9%. The same is placed vide Appendix 1.

Further, the Committee resolved to increase the fee and the application fee by 8% (7.9 rounded off) in the Academic Year 2018-19.

Item 3: To consider the proposal to increase the per credit fee for Bachelor of Vocation

The Committee took cognizance that the Bvoc programmes offered by the School of Vocational Studies, per credit fee charged from a Bvoc student was Rs. 500 in the academic year 2017-18 and the annual load for a student is 60 credits. However, the per credit fee paid by a BA student was Rs. 1160 in the same academic year.

The Committee members also took note of the fact that while calculating the per credit fee for the programmes offered by SVS in the last academic year, the base number of students taken for calculation were 480 students, which was arrived at by considering 5 cohorts of 32 students each for 3 batches (32*5*3). Also, the salaries of the non-academic staff were under-estimated due to unavailability of data, and the salaries of research assistants were not included earlier.

Keeping other things constant (i.e., based only on the salary component), per student cost of a student of AUD in the year 2017-18 was Rs. 1,15,192, and the same for a SVS student (taking 300 as the approximate number of BVoc students) was Rs. 66,761. Thus, the cost of a BVoc student was around 60% of a non-BVoc student of AUD. This year's calculation is based on the approximate number of students currently enrolled in SVS (which is 94 multiplied by 3 for three batches).

After due deliberations, the Committee resolved that the per credit fee of SVS programmes be 60% of the fee for a BA Programme. Accordingly, taking 60% of the revised per credit fee of a BA student, the per credit fee of the SVS programmes for the academic year 2018-19 be (1250×0.6) Rs. 750.

Item 4: To consider the proposed fee structure for the academic year 2018-19

The Committee resolved to increase the fees for the academic year 2018-19 by 8%. The proposed fee structure for the academic year 2018-19 (for the cohort being admitted in 2018) is as under:

S.N	Programme	Tuition Fee per credit	Student Welfare Fund (per Semester)	Co-curricular activities and Industry interface.	Programme Support and extramural Cost	course material	Research/ Dissertation	Refundable Caution deposit collected at the time of admission
1	All BA Honours programme	Rs 1250/-	Rs 500/-	NIL	NIL	NIL	NIL	Rs 5000/-
2	All B.Voc programmes	Rs 750/-	Rs 500/-	Rs 1000/- per semester	NIL	NIL	NIL	Rs 5000/-
3	All MA Programmes (except MA programmes offered by SCCE and	Rs 1570/-	Rs 500/-	NIL	NIL	NIL	NIL	Rs 5000/-

	MBA)							
4	MA (Film Studies; Literary Art; Visual Art; Performance Studies)	Rs 1570/-	Rs 500/-	NIL	Rs 5000/- per year	NIL	NIL	Rs 5000/-
5	Master in Business Administration	Rs 2440/-	Rs 500/-	Rs 15000/- per year	NIL	Rs 250/- per credit in taught/ supervised courses	NIL	Rs 5000/-
6	MDes (Social Design)	Rs 1570/-	Rs 500/-	NIL	Rs 20000/- per semester	NIL	NIL	Rs 5000/-
8	M. Phil. (Hindi ; History; Women & Gender Studies); PhD (Hindi; History; Development Studies; Environment & Development; Psychology ; Women & Gender Studies)	Rs 1570/-	Rs 500/-	NIL	NIL	NIL	Rs 5950/- per semester	Rs 5000/-
9	M. Phil Psychotherapy & Clinical Thinking	Rs 1570/-	Rs 500/-	NIL	NIL	NIL	NIL	Rs 5000/-
10	M. Phil Development Practice	Rs 1570/-	Rs 500/-	NIL	NIL	NIL	NIL	Rs 5000/-



11	Ph. D (Visual Art; Literary Art; Film Studies)	Rs 1570/-	Rs 500/-		Rs 5000/- per year		Rs 5950/- per semester	Rs 5000/-
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Item 5: To consider the proposed revision in the online application fee for admissions 2018-19.

The Committee resolved to increase the application fee equal to the proportional increase in the fee every year. In the academic year 2018-19 the application fee be revised by 8%.

The proposed revision in the online application fee for admissions 2018-19 is as under:

S.N	Programme	Present Application fee		Revised Application fee	
		UR/OBC	SC/ST/PWD	UR/OBC	SC/ST & PWD
1	BA/B Voc	Rs 330/- Per programme	Rs 130/- Per programme	Rs 360/- Per programme	Rs 140/- Per programme
2	MA	Rs 440/- per Programme	Rs 180/- per Programme	Rs 480/- per Programme	Rs 190/- per Programme
3	MPhil/PhD	Rs 600/- per Programme	Rs 300/- per Programme	Rs 650/- per Programme	Rs 320/- per Programme

Item 6: To report the approximate percentage (%) of the operational cost of running various programme vis-a-vis fee collected

The Committee took note of the proportion of fee waiver to the total projected tuition fee according to actual strength of students and total projected tuition fee according to sanctioned and actual strength of students.

The Committee also noted that the university has reached 14% of the operational cost of running the programmes vis-a-vis fee collected, vide Appendix – 2.

Item 7: To consider the proposal regarding payment of fees with respect to specific components of the MPhil Psychoanalytic Psychotherapy programme

The Committee members took cognizance that the Academic Council of the University in its 14th meeting held on 05 December 2017 had resolved



"to approve the reduction in the total credits of the MPhil Psychoanalytic Psychotherapy programme from 110 to 100 with retrospective effect from 2015. However, the completing of a minimum number of 150 sessions for personal therapy is being retained as a compulsory but non-credit component. The same would be indicated in the final transcript as a qualitative statement."

In addition to the above 10 credits there are another 10 credits in the programme where students go for clinical and community based internships to hospitals and mental health related NGOs. Some of these organizations charge the students a consolidated or monthly amount for allowing them possibility to intern in the hospital or NGO. (The list of hospitals and NGOs where students can intern is created by the programme team that may have institutions like, for instance, AIIMS, VIMHANS, IHBAS, NIMHANS, Lady Hardinge Hospital, Tulasi Home for the Mentally Ill, etc.) The students end up paying tuition fees for these credits at AUD as well as to the organizations where they go for internship.

After due deliberations, the Committee resolved to recommend that the programme needs to make arrangements with the organizations offering internship and that the payment for such interns be made by the University directly to these organizations. The maximum amount for such interns should not exceed Rs 10000/- per student.

Item 8: To consider the proposal to reduce the Extra Mural Interface cost in the MDes programme

The Committee members suggested that the proposal be examined internally before consideration by this committee. The item was deferred and will be taken up later after due internal deliberations have taken place.

Item 9: To consider the proposal for reduction in the Extra Mural Interface cost for the students receiving fee waiver in the MDes programme

The Committee felt that this proposal has implications for the other programmes as well. This will need a general policy which needs to be considered by the relevant authority bodies of the university.

Any other item

- (i) The Committee noted that the new BA /MA programmes which are proposed to be launched from the academic year 2018-19 would also have the same tuition fee per credit at par with other the BA/MA programmes. However, these programmes would have the special fee component for study abroad and course material cost. The special fees are to be determined by Programmes before their announcement.
- (ii) The Committee also noted the observation of the Pro-Vice Chancellor I regarding the unequal utilization of the Extra Mural Cost by different programmes in the SCCE. The Committee resolved to advise the SCCE to suggest and come out

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Ambedkar University Delhi

with a differential fee structure for the MA Programmes being offered by them. This be proposed by the School keeping in mind the activities that are likely to be undertaken by the different programmes of the School.

The meeting ended with the vote of thanks.

Vice Chancellor



Confidential

F.No. AUD/Governance/2018/SC

10 April 2018

NOTIFICATION

The Vice Chancellor is pleased to constitute a Sub-Committee of the Board of Management (BoM) comprising the following:

- | | | |
|------|--|-------------|
| (i) | Professor N.R. Madhava Menon
Nominee of the Government of NCT of Delhi on the BoM | Chairperson |
| (ii) | Dr Kiran Datar
Nominee of the Government of NCT of Delhi on the BoM | Member |

2. The above Sub-Committee of the Board is constituted with a request to (i) draw up a panel of lawyers appropriate for a Writ Petition filed in the Hon'ble High Court of Delhi in the matter of Lawrence Liang versus Ambedkar University Delhi (through its Registrar) and Anr; and (ii) suggest a wider panel of lawyers from whom the University may appoint Standing Counsel(s).

3. The Sub-Committee is expected to submit its report at the earliest, please.

(Prof. Asmita Kabra)

Registrar (Offg.)

E-mail: registrar@aud.ac.in

Tel. Nos.: 011-23865075 & 23861846

Copy to:

1. Chairperson and Member of the Sub-Committee of Board of Management (by name)
2. Office of the Vice Chancellor/ Pro-Vice Chancellor – 1 / Pro-Vice Chancellor – 2
3. Concerned file



AMBEDKAR UNIVERSITY DELHI

Minutes of the 13th Meeting of the Academic Council held at 10.00 AM on 30.10.2017 in Private Dining Hall at the India International Centre, New Delhi

The 13th meeting of the Academic Council (AC) of the Ambedkar University Delhi (AUD) was held at 10:00 AM on 30.10.2017 in Private Dining Hall at the India International Centre, New Delhi. The following were present:

Professor Shyam B Menon Vice Chancellor	In the chair
Professor A. K. Sharma Nominee of the University Grants Commission	Member
Professor K. Ramachandran Nominee of the Government of NCT of Delhi	Member
Professor Farida A. Khan Nominee of the Government of NCT of Delhi	Member
Professor Madhavan K. Palat Nominee of the Government of NCT of Delhi	Member
Professor Salil Misra, Pro Vice Chancellor and Nominee of the Vice Chancellor	Member
Professor Geetha Venkataraman, SLS Nominee of the Vice Chancellor	Member
Professor Chandan Mukherjee, Director, CSSRM Nominee of the Vice Chancellor	Member
Professor Radharani Chakravarty, Dean, School of Letters Nominee of the Vice Chancellor	Member
Professor Krishna Menon Dean, School of Human Studies	Member
Professor Asmita Kabra Dean, School of Human Ecology	Member
Professor Suchitra Balasubrahmanyam Dean, School of Design	Member
Professor Sumangala Damodaran Dean, School of Development Studies	Member

Manoj

Ram

Professor Tanuja Kothiyal Dean, School of Undergraduate Studies	Member
Professor Kartik Dave Dean, School of Business, Public Policy and Social Entrepreneurship	Member
Professor Dharendra Datt Dangwal Dean, School of Liberal Studies	Member
Dr Rajan Krishnan Dean (Offg.), School of Culture and Creative Expressions	Member
Shri Akha Kaihrii Mao Dean (Offg.), School of Vocational Studies	Member
Dr Oinam Hemlata Devi, Assistant Professor, SHE and Nominee of the Vice Chancellor	Member
Professor Asmita Kabra Registrar (Offg.)	Secretary

Special Invitees:

Professor Jatin Bhatt, Pro Vice Chancellor
 Professor Praveen Singh, Dean, Planning
 Dr Debal C Kar, Librarian
 Professor Sanjay Kumar Sharma, Dean, Student Services
 Professor Satyaketu Sankrit, OSD, Kashmere Gate Campus
 Professor Anup Kumar Dhar, Chairperson, ACRPM
 Dr Arindam Banerjee, Dean(Offg.), Academic Services
 Shri Deepan Sivaraman, Associate Professor, SCCE
 Dr Anirban Sengupta, Assistant Professor, SDS
 Dr Ivy Dhar, Assistant Professor, SDS
 Dr Manish Jain, OSD, Lodhi Road Campus
 Dr Gunjan Sharma, Assistant Professor, School of Education Studies and
 Co-Coordinator, Academic Council

Regrets:

Dr Mihir Shah, Professor Sabyasachi Bhattacharya and Professor Honey Oberoi Vahali could not attend the meeting.

Shri B. Mallesha, Assistant Registrar (VCO & Governance) assisted the meeting.

At the outset, the Vice Chancellor (VC) extended a warm welcome to the Members of the AC and the Special Invitees. He welcomed Dr. Arindam Banerjee, Dean (Offg.), Academic Services, as a new special invitee to the Council.

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The following **resolutions** were passed:

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13.1 Confirmation of the minutes of the 12th meeting of the AC held on 11.10.2017

The Council **resolved** to confirm the minutes of the 12th meeting of the AC held on 11.10.2017.

13.2 Action Taken Report (ATR) on the minutes of the 12th meeting of the Academic Council held on 11.10.2017

The Council **resolved** to note the Action Taken Report (ATR) on the decisions taken in its 12th meeting held on 11.07.2017, vide **Appendix-1**.

In its 12th meeting, the AC considered the memorandum submitted by Shri Akunth, second year student of BA SSH, for promotion to the third year (vide item 12.8.1). The Council discussed the progress on the matter and **resolved** as under:

i) In its 12th meeting, the AC constituted a committee (Chairperson Pro-Vice Chancellor II) to identify the lapses on the part of the teachers and other constituents of the system and recommend appropriate actions to be initiated. It was reported to the Council that the Committee was proceeding with its terms of reference. The Council **resolved** to direct the Committee to look at the antecedents of the teachers concerned while studying the case and making its recommendations.

ii) The AC had also referred the matter to the Grievance Redressal Committee (GRC) for Students. The report of the GRC on the matter was presented for information to the AC, vide **Appendix-2**. The AC **resolved** to take note of the report. The Council authorised the Chairperson, AC, and the Dean, Student Services, to review the full-length report of the GRC and seek elaboration if needed.

13.3 Recommendations of the Standing Committee Student Affairs (SCSA)

13.3.1 Draft 'Constitution of the Student Council'

The AC deliberated on the draft 'Constitution of the Student Council' and appreciated the efforts of the students and the SCSA in arriving at the draft. The

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Council discussed ideas for further revising the draft and resolved to give the following directions to the SCSA:

- i) The draft Constitution of the Student Council be reviewed in terms of its structure and formulation of the contents. While the attempt should be made to retain the spirit of the proposals of the interim Student Council that acted as a 'Constituent Assembly', the core values, structures and systems of AUD must also be upheld.
- ii) To facilitate greater participation of AUD students in the process of evolving the draft Constitution of the Student Council, the revised version of the document be uploaded on the University intranet. Observations and suggestions from the current students of AUD should be invited within a stipulated time frame of 15 days. The SCSA shall review the comments thus received and revise the draft, if necessary. The revised draft be submitted to the AC for its consideration.

13.3.2 Draft 'Code of Discipline for Students' as per the directions of the AC in its 12th Meeting held on 11.10.2017

Resolved to approve the draft 'Code of Discipline for Students' with the directions to the Committee for formulating the Code (Chair, Professor Geetha Venkataraman) to implement the following changes in the draft:

- i) In the section "Commitment of the University" the phrase "does not discriminate" be replaced with "non-discrimination of". The part of the sentence that lists different identities should be deleted.
- ii) Part of the section "Authority for report of misconduct" be amended to read as follows: "Any misconduct according to these rules shall be dealt with by the Dean Student Services (DSS). The DSS shall be responsible for implementing this code. DSS may delegate any function or create a sub-committee or refer a matter to an appropriate body of the University to..."
- iii) In the section "General rules" in the sub-items (iii) and (iv) "allowed to" and "permitted to" be replaced with appropriate formulations.

The approved version of the 'Code of Discipline for Students' is at Appendix-3.

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13.4 Draft Policy Guidelines for Undertaking Consultancy, Training and Practice based Activities

The AC deliberated on the draft Policy Guidelines for Undertaking Consultancy, Training and Practice based Activities and **resolved** to give the following directions to the Sub-Committee of the AC (Chair, Professor Jatin Bhatt) for formulating the draft Policy:

- i) The second paragraph of the "Introduction" section be made more specific and reformulated in consonance with AUD's vision.
- ii) In the fifth paragraph of the "Introduction" section "consultancy / training" be amended to include "practice" as well.
- iii) The first paragraph in the section "Organisational Set-up" be amended to read as follows: "An Office of the Consultancy Services with a Committee to oversee the work be set-up along with necessary support staff from Administration and Finance Divisions".
- iv) In item 2 of the section "Norms for Consultancy Activities", the phrase "excluding summer/winter break" be deleted. The norm for the maximum consultancy days/hours be reviewed to ensure that these are comparable with the norms at other similar institutions.
- v) The provisions of the section "Payment and Sharing of Consultancy Fees" be revised as follows: a) Create a provision for payment of consultancy by concerned faculty member through cash or cheque in the name of the Registrar, Ambedkar University Delhi, in the case of services that require protection of client identity; b) The calculation of how the University's share of 35% of the consultancy fee is to be apportioned between the School/Centre and the University be reworked in proportionate percentage; c) The provisions of this section be discussed with a tax lawyer and amended if necessary.

After due deliberations, the AC **resolved** to recommend the draft Policy Guidelines for Undertaking Consultancy, Training and Practice based Activities for consideration by the Board of Management, vide **Appendix-4**.

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13.5 Proposal for setting-up an Equal Opportunity Office (EOO) at AUD

Resolved to recommend the proposal for setting-up an Equal Opportunity Office (EOO) at AUD, vide Appendix-5.

13.6 Proposal that in-principle all AUD faculty are required to undertake 4 credits of core School of Undergraduate Studies (SUS) teaching per year

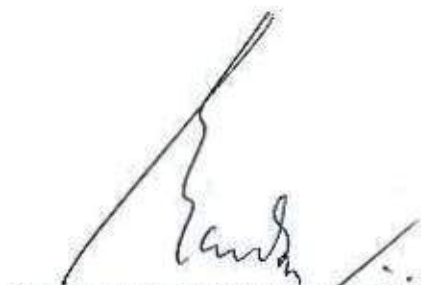
The AC deliberated on the proposal presented for consideration by the Committee of former Deans of School of Undergraduate Studies (SUS) – that in-principle all AUD faculty are required to undertake 4 credits of core SUS teaching per year. The AC resolved to in-principle approve the proposal with the following directions to the Committee:

- i) The substantive part of the proposal that seeks to make it mandatory for all AUD faculty to undertake 4 credits of core SUS teaching per year be revised to require "4 credits of preferably core and foundation SUS teaching per year".
- ii) The proposal shall include a requirement of consultation with the Dean, SUS, before planning and offering new courses in SUS.
- iii) The details of the proposal be worked out.
- iv) The nature and structure of SUS programmes be reviewed to facilitate interdisciplinarity, rethinking of the conception of the core and non-core components, and exploring and expanding the possibilities of major and minor in the programmes.

The meeting ended with a vote of thanks.



(Professor Asmita Kabra)
Registrar (Offg.)



(Professor Shyam B Menon)
Vice Chancellor



AMBEDKAR UNIVERSITY DELHI

Minutes of the 14th Meeting of the Academic Council held at 10.00 AM on 05.12.2017 in Private Dining Hall at the India International Centre, New Delhi

The 14th Meeting of the Academic Council (AC) of the Ambedkar University Delhi (AUD) was held at 10:00 AM on 05.12.2017 in the Private Dining Hall, India International Centre, New Delhi. The following were present:

Professor Shyam B Menon Vice Chancellor	In the Chair
Professor A. K. Sharma Nominee of the University Grants Commission	Member
Professor K. Ramachandran Nominee of the Government of NCT of Delhi	Member
Professor Farida A. Khan Nominee of the Government of NCT of Delhi	Member
Professor Madhavan K. Palat Nominee of the Government of NCT of Delhi	Member
Professor Salil Misra, Pro Vice Chancellor and Nominee of the Vice Chancellor	Member
Professor Honey Oberoi Vahali, SHS Nominee of the Vice Chancellor	Member
Professor Geetha Venkataraman, SLS Nominee of the Vice Chancellor	Member
Professor Radharani Chakravarty, Dean, School of Letters Nominee of the Vice Chancellor	Member
Professor Anita Ghai Dean (In-charge), School of Human Studies	Member
Professor Asmita Kabra Dean, School of Human Ecology and Registrar (Offg.)	Member & Secretary

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Professor Suchitra Balasubrahmanyam Dean, School of Design	Member
Professor Tanuja Kothiyal Dean, School of Undergraduate Studies	Member
Professor Kartik Dave Dean, School of Business, Public Policy and Social Entrepreneurship	Member
Professor Lawrence Liang Dean, School of Law, Governance and Citizenship	Member
Professor Dharendra Datt Dangwal Dean, School of Liberal Studies	Member
Dr Rajan Krishnan Dean (Offg.), School of Culture and Creative Expressions	Member
Shri Akha Kaihrii Mao Dean (Offg.), School of Vocational Studies	Member
Dr Oinam Hemlata Devi, Assistant Professor, SHE and Nominee of the Vice Chancellor	Member

Special Invitees:

Professor Jatin Bhatt, Pro Vice Chancellor
 Professor Praveen Singh, Dean, Planning
 Professor Sanjay Kumar Sharma, Dean, Student Services
 Shri J. Ernest Samuel Ratnakumar, Controller of Finance
 Dr Debal C. Kar, Librarian
 Professor Satyaketu Sankrit, OSD, Kashmere Gate Campus
 Professor Anup Kumar Dhar, Chairperson, ACRPM
 Dr Arindam Banerjee, Dean (Offg.), Academic Services
 Dr Diamond Oberoi Vahali, Associate Professor, SoL
 Dr Anirban Sengupta, Assistant Professor, SDS
 Dr Manish Jain, OSD, Lodhi Road Campus
 Dr Rohit Negi, Assistant Professor, SHE
 Dr Gunjan Sharma, Assistant Professor, School of Education Studies and Co-
 Coordinator, Academic Council

Regrets:

Dr Mihir Shah, Professor Sabyasachi Bhattacharya (Government nominees),
 Professor Chandan Mukherjee (Vice Chancellor's nominee) and Professor Sumangala
 Damodaran (Dean, School of Development Studies) could not attend the meeting.

Shri B. Mallesha, Assistant Registrar (VCO & Governance) assisted the meeting.

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At the outset, the Vice Chancellor (VC) extended a warm welcome to the Members of the AC and the Special Invitees. He welcomed Professor Anita Ghai, In-charge Dean, School of Human Studies (SHS) as a new member of the Council. On behalf of the Council, the VC congratulated Professor Lawrence Liang, Dean of School of Law Governance and Citizenship (SLGC), for being awarded the Infosys Prize 2017.

The following resolutions were passed:

14.1 Confirmation of the minutes of the 13th meeting of the AC held on 30.10.2017

The Council resolved to confirm the minutes of the 13th meeting of the AC held on 30.10.2017, as circulated on 27.11.2017.

14.2 Action Taken Report (ATR) on the minutes of the 13th meeting of the Academic Council held on 30.10.2017

The Council resolved to note the Action Taken Report (ATR) on the decisions taken in its 13th meeting held on 30.10.2017, vide Appendix-1.

14.3 Recommendations of the Standing Committee Student Affairs (SCSA)

14.3.1 The draft 'Students' Union Constitution' (SUC)

The Academic Council (AC) in its 13th meeting held on 30.10.2017 had directed SCSA to revise the draft SUC presented before it, incorporating the changes that were discussed in the meeting. The AC had also directed that the revised draft be made available on the AUD intranet for students for their comments and suggestions. The Dean Student Services (DSS) apprised the AC of the steps taken and the comments thus received. These comments did not include any specific suggestions and a majority of students did not send their feedback.

The AC appreciated the efforts and commitment of the Student Services Division towards the institution of the Students' Union at AUD. The Council discussed ideas for encouraging greater participation from the student community in the evolution of the draft SUC and resolved to give the following directions:

- i) A communication/letter from the office of DSS addressed to AUD students be drafted. The communication/letter should:
 - a) Explain the process through which the draft SUC has been evolved.
 - b) State clearly AUD's commitment to institute without delay a formally recognised Student Union that reflects the proactive initiative taken by the Student Services Division in this direction.
 - c) Inform the students that after the Students' Union is duly formed (as per the SUC that is finally approved by the AC and the Board of Management), the Students' Union may review and propose to amend the SUC, by following the due process laid down in the Constitution, within the framework of rules and regulations that apply to Indian universities. All the changes in the SUC will have to be approved by the AC and the Board of Management as they are

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the highest statutory bodies in all matters pertaining to the University.

- ii) A brief ready reckoner be created for students to explain in a reader friendly format the major/substantive changes that SCSA has incorporated in the draft SUC proposed by the students, and the rationale for the same. The ready reckoner be appended with the above communication/letter.

The AC **resolved** to constitute a sub-committee of its members to: a) draft the above communication addressed to the students, b) draft the ready reckoner for the students to be appended with the communication, c) evolve ways in which greater student participation could be elicited (such as holding meetings with students, involving faculty members in encouraging student participation, etc.), d) complete these processes by the end of January 2018. The sub-committee shall present its report to the AC in early February 2018. The constitution of the sub-committee is as follows: Professor Farida A. Khan, Government nominee on the AC (Chair), Professor Sanjay Kumar Sharma, DSS (Convener), Professor Lawrence Liang, Dean, SLGC (Member), Professor Anup Kumar Dhar, Chair, ACRPM (Member) and Dr Rajan Krishnan, Officiating Dean, SCCE (Member).

14.4. Recommendations of the Standing Committee Research (SCR)

The AC took note of the minutes (Appendix-2) of the meeting of the SCR held on 31.10.2017 and **resolved** the following:

14.4.1 The proposed PhD programme in Management of the School of Business, Public Policy and Social Entrepreneurship (SBPPSE)

The proposed PhD programme in Management was discussed in the AC. The AC directed that SBPPSE should make attempts to utilise the interdisciplinary nature of AUD and include faculty members from other areas on the Research Advisory Committee (RAC) for the scholars of the PhD programme. This is particularly to integrate critical social science perspectives in the programme.

The AC **resolved** to approve the PhD programme in Management of the SBPPSE, vide Appendix-3.

14.4.2 The proposal for the grant of 6 months' extension to two MPhil scholars of SLS for completing their respective research programmes

Resolved to approve the grant of 6 months' extension to the following two MPhil scholars of SLS for completing their respective research programmes:

- i) Ms. Ruby Kain (Enrol no. S144DHS03, date of registration 10.10.2014), MPhil scholar in History, SLS. Extension granted from 10.10.2017 to 09.04.2018; and
- ii) Ms Bandana Kumari (Enrol no. S144DH104, date of registration – 18.09.2014), MPhil scholar in Hindi, SLS. Extension granted from 18.09.2017 to 17.03.2018.

Alabara

Ruby

- 14.4.3 The proposal to recognize temporary faculty members who are on a three-year contract to supervise MPhil dissertations with regular faculty members as co-supervisors

Resolved to approve the proposal to recognize temporary faculty members who are on a three-year contract to supervise MPhil dissertations with regular faculty members as co-supervisors, provided they fulfil all qualifications as stipulated in the MPhil regulations.

- 14.4.4 Request of a PhD scholar of School of Development Studies (SDS) to consider one semester during his registration time as a null semester

Resolved to approve the SCR recommendation to grant the request of Mr. Karan Sachdeva (PhD scholar, SDS)-for treating his one semester, when his de-enrolment was recommended in 2016, as zero semester. This would imply that he gets one additional semester beyond his normal registration period to complete his PhD work.

- 14.4.5 The proposal to give one last chance to all those pre-2017 PhD scholars who have opted for the new Research Study Regulations (RSR) 2017, and have lower than B only grade in any course of their coursework, to improve their grades

Resolved to approve the grant of one last chance for improving their course grades to all those pre-2017 PhD scholars who opted to be governed by (new) RSR 2017 and have a grade lower than B only in any course.

- 14.5. Recommendations of the Standing Committee for Professional, Vocational and Continuing Education Programmes (SCPVCE)

The AC took note of the minutes (Appendix-4) of the meeting of the SCPVCE held on 21.11.2017 and resolved the following:

- 14.5.1 Four courses to be offered in the Year II of the MBA Programme of SBPPSE

After due deliberation, the AC resolved to approve the course outlines (Appendix-5) of the following four electives to be offered in the Year II of the MBA programme of School of Business, Public Policy and Social Entrepreneurship (SBPPSE):

- i. Integrated Marketing Communication (2 credits);
- ii. Collective Bargaining and Negotiation Skills (2 credits);
- iii. Enterprise Resource Planning (2 credits);
- iv. Managing E-business Operations (2 credits).

The AC observed that most courses of the SBPPSE were of 2 credits and directed that the School considers developing 4 credit courses that offer more intensive engagement with the subject matter. This would facilitate students from the other programmes in the social sciences to opt for courses in SBPPSE.

Alekhya

Reddy

14.5.2 Three courses to be offered in the Semester IV of the MDes Social Design Programme (2016-18 cohort) of the School of Design (SDes)

After due deliberations, the AC resolved to approve the course outlines (Appendix-6) of three courses of the MDes Social Design programme of SDes that are as follows:

- i. Design and Democracy (4 credits, Core, Semester 4)
- ii. Reading the City: A Built Environment Perspective (4 Credits, Elective course, Winter Semester): The AC directed that the course outline should be revised to provide more description of the contents of the various modules and that the module wise reading list be expanded.
- iii. Final Project – Domain Formulation (8 Credits, Compulsory, Semesters 4 & 5)

14.5.3 Reduction in the total credits of the MPhil Psychoanalytic Psychotherapy programme of School of Human Studies (SHS) from 110 to 100 with a retrospective effect from 2015

Resolved to approve the reduction in the total credits of the MPhil Psychoanalytic Psychotherapy programme from 110 to 100 with retrospective effect from 2015. However, the completion of a minimum number of 150 sessions for personal therapy is being retained as a compulsory but non-credited component. The same will be reflected in the final transcript issued to the students.

14.5.4 Payment of the internship fee to AUD by the MPhil Psychoanalytic Psychotherapy students of SHS and AUD paying this fee to the agencies hosting the students for clinical internship, with prospective effect

The AC in-principle approved the proposal that MPhil Psychoanalytic Psychotherapy students pay 10 credit clinical internship fee to AUD and AUD pays the fee to the host organization, with prospective effect. The AC resolved to recommend the proposal for the consideration of the Board of Management.

14.5.5 The proposal of admitting a fresh cohort of up to 20 students in the MPhil Psychoanalytic Psychotherapy programme of SHS once in 2 years

Resolved to approve the recommendation of SCPVCE on the proposal of SHS that instead of admitting a cohort of 10 students every year, a fresh cohort of up to 20 students be admitted in the MPhil Psychoanalytic Psychotherapy programme once in every 2 years.

14.5.6 Altering the placing of special interest internship and experiential immersions across batches in the MPhil Psychoanalytic Psychotherapy programme of SHS

Resolved to approve the altering of placing of special internship (4 credits) and experiential immersions (4 credits) across semesters in different batches (if required) of the MPhil Psychoanalytic Psychotherapy programme of SHS.

Alekhya

[Signature] Page 6 of 10

This would be in accordance with practical concerns related to organizing training, field considerations and approval of partner agencies.

14.6 Assessment, Evaluation and Student Progression related calendars and timelines as developed by the AES Division

Resolved to approve the Assessment, Evaluation and Student Progression related calendars and timelines as developed by the AES Division, vide Appendix-7.

14.7 Recommendations of the Standing Committee on Academic Programmes (SCAP)

The AC took note of the minutes (Appendix-8) of the meeting of the SCAP held on 21.11.2017 and resolved the following:

14.7.1 The concept note of the proposed MA programme in Global Studies

The AC discussed the concept note of the proposed MA programme in Global Studies (Appendix-9) and resolved to approve it with the following suggestions:

- i. The central focus of the programme should be formulated more clearly.
- ii. Dimensions such as mental health and ageing in the global context may be also brought in through electives.
- iii. A seminar course cross-cutting across semesters that is focused on seminal social science concepts (such as power, justice, equity, etc.) may be conceptualised.
- iv. The foundation courses may be spread across semesters instead of being concentrated in a single semester.

The AC resolved that the programme team shall review and revise the programme based on the experience of running it and in the light of the above directions, and report to the AC in due course.

14.7.2 The outlines of the courses to be offered as part of the MA programme in Global Studies

Resolved to approve the outlines (Appendix-10) of the following three core courses to be offered as a part of the MA programme in Global Studies:

- i) Knowledges in Global Perspectives (4 Credit, Core, Semester 1)
- ii) Global Environment and Society (4 Credit, Core, Semester 1)
- iii) Cultures and Identities (4 Credit, Core, Semester 1)

Also, resolved that the programme will use the already approved course titled 'Introduction to Research Methodology and Basic Research Skills' of the MA Environment and Development programme of the School of Human Ecology as the fourth core course in the first semester.

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14.7.3 Four new elective courses to be offered as part of the MA programme in English of the School of Letters (SoL)

Resolved to approve the outlines (Appendix-11) of the following new elective courses as part of the MA programme in English of SoL:

- (i) Literatures of Contact
- (ii) Philology for Our Times
- (iii) Perspectives in Translation
- (iv) Twentieth Century Russian Literature: It was directed that Socialist Realism that has rich literature available be included in the course. Literature on Cold War modernism may also be considered for incorporation in the course.

14.7.4 Proposal of a new compulsory course as a part of MA programme in Sociology offered by the School of Liberal studies (SLS)

Resolved to approve the outline of a new compulsory course (Appendix-12), titled Relationships and Affinities, to be offered in the MA programme in Sociology of SLS.

14.7.5 Proposal for changes in the structure of the MA programme in Economics offered by the SLS

Resolved to approve the changes in the structure (in the compulsory and elective baskets) of the MA programme in Economics of SLS, vide Appendix-13.

14.8 Ratification of the following decisions taken by the Vice Chancellor (VC)

14.8.1 Resolved to ratify the action taken by the VC in approving the following Research Projects in AUD Centres/Schools (AUD Sponsored Research Project from Grant-In-Aid) as mentioned below:

Sl	Project Titled	Project In charge	Amount (Rs.)
1	The River and the City - Multiple Narratives of the Jamuna in Delhi	Shri Surajit Sarkar, Principal Investigator (PI); Professor Anup Dhar (Co-PI) (CCK & CDP)	9,73,000/-
2	Poetry in the Indo-Islamic Millennium: From Manuscript to Teaching Tools	Dr Shad Naved, Principal Investigator (PI); Dr Mrityunjay Tripathi (Co-PI-1); Dr Awadhesh Tripathi (Co-PI-2) (SoL)	6,45,000/-
3	Research Delhi - Mapping Industrial Production, Work, Livelihoods and Capabilities in Delhi	Professor Sumangala Damodaran (PI-1); Dr Anirban Sengupta (PI-2) (SDS)	10,00,000/-

14.8.2 Resolved to ratify the action taken by the VC in approving the MoU signed between AUD and Tata Institute of Social Sciences (TISS), Hyderabad (Appendix-14).

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14.9 The AC noted the following items reported in the meeting:

14.9.1 The AC noted the composition of Research Studies Committees (RSC) of the School of Development Studies (SDS) and School of Liberal Studies (SLS) (approved by the SCR in its meeting held on 31.10.2017) as detailed below:

i) School of Development Studies (SDS)

Professor Sumangala Damodaran, Dean, SDS	-	Chairperson
Professor Babu P Remesh, SDS	-	Convenor
Dr Deepita Chakravarty, SDS	-	Member
Dr Nandini Nayak, SDS	-	Member
Dr Ivy Dhar, SDS	-	Member
Dr Rinju Rasaily, SLS	-	Member
Dr Anirban Sengupta, SDS	-	Member
Dr Partha Saha, SDS	-	Member

ii) School of Liberal Studies (SLS)

Professor Dharendra Datt Dangwal, Dean SLS	-	Chairperson
Dr Rukmini Sen, SLS	-	Convenor
Professor Geetha Venkararaman, SLS	-	Member
Professor Krishna Menon, SHS	-	Member
Professor Gopalji Pradhan, SOL	-	Member
Professor Denys Leighton, SLS	-	Member
Dr Balchand Prajapati, SLS	-	Member
Dr Arindam Banerjee, SLS	-	Member

14.9.2 The AC noted the report on the admission process completed in the MPhil and PhD programmes of 2017 batch (Monsoon Semester) for various Schools, as approved by the SCR in its meeting held on 31.10.2017:

MPhil Programmes

- i. Eighteen students were admitted in MPhil programme in Development Practice for 2017 batch (Monsoon Semester), SHS
- ii. Four students were admitted in MPhil programme in CLTS for 2017 batch (Monsoon Semester), SoL
- iii. Seven students were admitted in MPhil programme in History for 2017 batch (Monsoon Semester), SLS

PhD Programmes

- i. Eight students were admitted in PhD programme in English for 2017 batch (Monsoon Semester), SoL
- ii. Two students were admitted in PhD programme in History for 2017 batch (Monsoon Semester), SLS

14.9.3 The AC noted the formation of Research Advisory Committee (RAC) for the PhD students in Hindi and in CLTS (approved by the SCR in its meeting held on 31.10.2017) as given below:

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PhD Programme in Hindi

- i. Dinesh Kumar Verma: Enrolment No. S175DHI02 (Date of registration 17-08-2017) – Gopalji Pradhan (Supervisor), Satyaketu Sankrit (RAC member), Bajrang Bihari Tiwari (DU) (RAC member)
- ii. Ankita Chauhan: Enrolment No. S175DHI01 (Date of Enrolment 21-08-2017) – Satyaketu Sankrit (Supervisor), Gopalji Pradhan (RAC member), Ajay Nauria (JMI) (RAC member)
- iii. Sukant Suman: Enrolment No. S175DHI04 (Date of registration 16-08-2017) – Satyaketu Sankrit (Supervisor), Gopalji Pradhan (RAC member), Vaibhav (SUS) (RAC member)
- iv. Shipra Shukla Enrolment No. S175DHI03 (Date of registration 17-08-2017) – Gopalji Pradhan (Supervisor), Satyaketu Sankrit (RAC member), Rekha Sethi (DU) (RAC member)

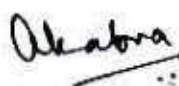
PhD Programme in CLTS

- i. Imchanola Tzudir: Enrolment No. S175LCL01 (Date of registration 10-08-2017) – Shad Naved (Supervisor); Radha Chakravarty (RAC member); Mrityunjay Tripathi (SUS) (RAC member).
- ii. Nilza Angmo: Enrolment No. S175LCL02 (Date of registration 10-08-2017) – Radha Chakravarty (Supervisor); Shad Naved (RAC member); Honey Oberoi Vahali (SHS) (RAC member).
- iii. Pooja Mann: Enrolment No. S175LCL03 (Date of registration 10-08-2017) – Radha Chakravarty (Supervisor); Diamond Oberoi Vahali (RAC member); Smita Tewari Jassal (SLS) (RAC member).
- iv. Prakash Chand Bairwa: Enrolment No. S175LCL04 (Date of registration 09-08-2017) – Shad Naved (Supervisor); Radha Chakravarty (RAC member); Monal Dewle (Centre for English Language Education) (RAC member).

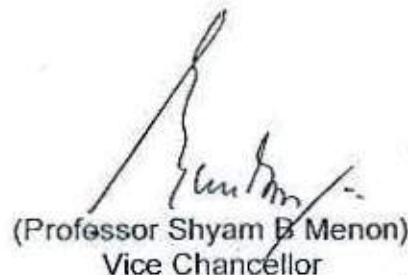
14.10 Any other matter with the permission of the Chair

14.10.1 The AC considered the list of external experts from which the members of the Selection Committees – the committees for selection of faculty members– for the various Schools of the University will be shortlisted. The AC **resolved** to approve the confidential list. The members were requested to send more names of experts, if any, to the University.

The meeting ended with a vote of thanks.



(Professor Asmita Kabra)
Registrar (Offg.)



(Professor Shyam B Menon)
Vice Chancellor



AMBEDKAR UNIVERSITY DELHI

Minutes of the 15th Meeting of the Academic Council held at 10.00 AM on 12.02.2018 in The Magnolia at the India Habitat Centre, New Delhi

The 15th Meeting of the Academic Council (AC) of the Ambedkar University Delhi (AUD) was held at 10:00 AM on 12.02.2018 in The Magnolia, India Habitat Centre, New Delhi. The following were present:

Professor Shyam B Menon Vice Chancellor	In the Chair
Professor A. K. Sharma Nominee of the University Grants Commission	Member
Professor K. Ramachandran Nominee of the Government of NCT of Delhi	Member
Professor Farida A. Khan Nominee of the Government of NCT of Delhi	Member
Professor Madhavan K. Palat Nominee of the Government of NCT of Delhi	Member
Professor Salil Misra, Pro Vice Chancellor and Nominee of the Vice Chancellor	Member
Professor Honey Oberoi Vahali, SHS Nominee of the Vice Chancellor	Member
Professor Chandan Mukherjee, Director CSSRM and Nominee of the Vice Chancellor	Member
Professor Radharani Chakravarty, Dean, School of Letters Nominee of the Vice Chancellor	Member
Professor Krishna Menon Dean, School of Human Studies	Member
Professor Asmita Kabra Dean, School of Human Ecology and Registrar (Offg.)	Member & Secretary

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|---|--------|
| Professor Sumangala Damodaran
Dean, School of Development Studies | Member |
| Professor Suchitra Balasubrahmanyam
Dean, School of Design | Member |
| Professor Tanuja Kothiyal
Dean, School of Undergraduate Studies | Member |
| Professor Kartik Dave
Dean, School of Business, Public Policy and
Social Entrepreneurship | Member |
| Professor Lawrence Liang
Dean, School of Law, Governance and Citizenship | Member |
| Professor Dharendra Datt Dangwal
Dean, School of Liberal Studies | Member |
| Dr Rajan Krishnan
Dean (Offg.), School of Culture and Creative Expressions | Member |
| Shri Akha Kaihrii Mao
Dean (Offg.), School of Vocational Studies | Member |
| Dr Sunita Singh
Dean (Offg.), School of Education Studies | Member |
| Dr Oinam Hemlata Devi, Assistant Professor, SHE and
Nominee of the Vice Chancellor | Member |

Special Invitees:

- Professor Jatin Bhatt, Pro Vice Chancellor
Professor Ashok Nagpal, School of Human Studies
Professor Praveen Singh, Dean, Planning
Professor Sanjay Kumar Sharma, Dean, Student Services
Dr Debal C. Kar, Librarian
Professor Anup Kumar Dhar, Chairperson, ACRPM
Dr Arindam Banerjee, Dean (Offg.), Academic Services
Dr Diamond Oberoi Vahali, Associate Professor, SoL
Dr Anirban Sengupta, Assistant Professor, SDS
Dr Ivy Dhar, Assistant Professor, SDS
Dr Gunjan Sharma, Co-coordinator AC and Dy. Dean Academic Governance

Regrets:

Dr Mihir Shah, Professor Sabyasachi Bhattacharya (Government nominees),
Professor Geetha Venkataraman, Dean Assessment Evaluation and Student
Progression (Nominee of the Vice Chancellor) could not attend the meeting.

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Shri B. Mallesha, Assistant Registrar (VCO & Governance) assisted the meeting.

At the outset, the Vice Chancellor (VC) extended a warm welcome to the Members of the AC and the Special Invitees. He welcomed Dr Sunita Singh, Dean (Offg.), School of Education Studies (SES) as a new member of the Council.

The following **resolutions** were passed:

15.1 Confirmation of the minutes of the 14th meeting of the AC held on 05.12.2017

The Council **resolved** to confirm the minutes of the 14th meeting of the AC held on 05.12.2017, as circulated on 09.02.2018.

15.2 Action Taken Report (ATR) on the minutes of the 14th meeting of the Academic Council held on 05.12.2017

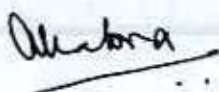
The Council **resolved** to note the Action Taken Report (ATR) on the decisions taken in its 14th meeting held on 05.12.2017, vide **Appendix-1**.

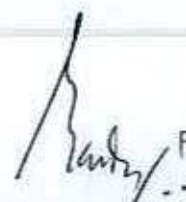
15.3 The recommendations of the Sub-Committee regarding the Students' Union Constitution (SUC)

The AC in its 14th meeting held on 05 December 2017 vide its resolution no. 14.3.1, had resolved to constitute a Sub-Committee regarding the SUC with the following members: a. Professor Farida A. Khan (Government nominee on the AC) (Chair), b. Professor Sanjay Kumar Sharma (Dean, Student Services) (Convener), c. Professor Anup Kumar Dhar (Chair, ACRPM) (Member), d. Professor Lawrence Liang (Dean, SLGC) (Member); and e. Dr Rajan Krishnan (Officiating Dean, SCCE) (Member). The mandate of the Committee was to: a. draft a communication to the students informing them about the SUC and the process through which it was arrived at; b. draft a ready reckoner on the constitution for the students to be appended with the communication; c. evolve ways in which greater student participation could be elicited; and d. complete these processes by the end of January 2018. The Sub-Committee submitted its Report for the consideration of the AC, vide **Appendix-2**.

The AC noted that the draft SUC was also discussed in the 13th (vide resolution no. 13.3.1) and 14th (vide resolution no. 14.3.1) Meetings of the Council. The members of the AC appreciated the serious engagement and creative efforts of the students in drafting the SUC. The AC also took note of the observations of the Standing Committee of the Academic Council on Student Affairs (SCSA) and legal experts on the constitution submitted by students. The AC was of the opinion that future student representatives may benefit from these observations, hence they are advised and urged to take them into consideration.

After extensive deliberations on the matter, the AC **resolved** the following:



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- i. The constitution of the Students' Union submitted by the elected Students' Council of 2016-17 be finalised incorporating the two directions stated below:
 - a. Article 11 (on 'Psychological Care') and Article 12 ('Research Institute for Reservations') be removed as these are outside the purview of the SUC and the ambit of the Student Council.
 - b. All provisions of the SUC in their current and future versions should comply with the prevailing general laws and the Constitution of the country, be in compliance with recommendations of the Lyngdoh Committee as per the order dated the 22nd of September, 2006 of the Supreme Court of India (vide **Appendix-3**) and in conformity with all relevant and appropriate regulatory/legal/policy frameworks related to student representation applicable from time to time.
- ii. All future amendments in the SUC proposed through due process be placed before the appropriate statutory bodies of the University for approval.

The AC **directed** the Student Services Division to finalise the SUC incorporating the aforesaid directions of the AC and the same be placed before the appropriate statutory bodies of the University for approval.

15.4 The report of the Committee in the case of Shri Akunth, a student of BA (SSH), SUS, to identify the lapses on the part of the system

The AC in its 12th meeting held on 11.10.2017, vide its resolution no. 12.8.1 (concerning the case of Shri Akunth, second year student of BA (SSH), SUS), had **resolved to constitute a committee comprising the following members to identify the lapses on the part of the teachers and other constituents of the system and recommend appropriate actions to be initiated. Further, the committee shall come up with concrete suggestions in order to ensure an appropriate system in place to ensure non-recurrence of such lapses in future:**

a. Pro-Vice Chancellor-II (Chair); b. Dean, Assessment, Evaluation and Student Progression; c. Dean, Student Services; d. Dean, Academic Services; e. Dean, School of Human Studies; and f. Dean, School of Undergraduate Studies".

In pursuance of the above direction of the AC, the Committee had looked into the matter and submitted its first report to the Vice Chancellor on 10.11.2017. On receipt of this report, the Vice Chancellor made the following observations: *"As Chairperson of the Academic Council, it is my sense that the report of the Committee does not measure up to the mandate given to it by the Academic Council. The Committee needs to go deeper into the systemic issues involved, look at the case in point in its full context and history, and come out with a more comprehensive report. The Committee is requested to submit its report by the 30th of November, 2017."* In the context of these observations of the Vice Chancellor, the Committee had reworked on the matter and submitted its final report on 04.12.2017, vide **Appendix-4**.

The AC took note of the report and **resolved** to refer it to the Academic Services for further action after consultation with the current and former Deans of the concerned Schools.

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15.5 The report of the Committee to Streamline the ERP System to avoid the problems related to grades, attendance records etc. of the students

In pursuance of the decision of the 12th AC Meeting held on 11.10.2017 as regards the case of Shri Akunth, second year student of BA SSH, the VC had constituted a Committee to streamline the ERP system in order to avoid the problems related to grades, attendance records etc., of the students. The Committee had the following composition (notified on 21.11.2017): a. Professor Chandan Mukherjee, Director IT Services (Chairperson); b. Professor Geetha Venkataraman, Dean AES; c. Dr. Taposik Banerjee, Assistant Professor SLS; d. Shri Harsh Kapoor, Assistant Registrar AES.

The AC **resolved** to accept the recommendations of the Committee and directed the AES Division and IT Services to take necessary actions as recommended by the Committee, vide **Appendix-5**.

15.6 The draft Concept Note on the Centre for Engaged Spiritualities and Peace Building (CESPB)

After deliberations on the Concept Note (**Appendix-6**) on the Centre for Engaged Spiritualities and Peace Building (CESPB), the AC directed the following:

- i. Since 'peace building' is subsumed in the conception of 'spirituality' (and also because the Centre proposes to mainly focus on spirituality) the name of the Centre should be changed to 'Centre for Engaged Spiritualities'.
- ii. While the Centre proposes to function with minimal organisational funding, the minimal budget heads required from the University should be built in the note. The organisational structure and the advisory committee for the Centre also need to be conceptualised in due course.
- iii. In addition to the activities proposed in the concept note, the AC suggested that as the Centre evolves, it could consider working in the following directions:
 - a. Identify and list the courses, already on offer across the Schools at AUD, that relate to the Centre's vision and organise them to offer certificate programmes;
 - b. Conceptualise short courses/engagements for the current students to enable them to work with conflict affected communities;
 - c. Contribute to the conceptualisation of capstone courses/programme at the undergraduate level; and
 - d. Contribute suitably to the continuing professional development of faculty and non-teaching staff.

The AC **resolved** to recommend the setting up of the Centre for Engaged Spiritualities (CES) for the consideration of the Board of Management.

15.7 The Concept Note on Philosophy at AUD

The AC **resolved** to in-principle approve the note (**Appendix-7**) on Philosophy at AUD with the following directions:

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- i. The note should consider expanding its scope to include a wider range of philosophical perspectives/traditions (including Indian and indigenous systems of thought)
- ii. The note should be further elaborated to explain the nature of activities that will be pursued
- iii. Attempts should be made to integrate the already existing/interests in Philosophy across the Schools
- iv. The possibility of offering taught courses should not be ruled out and may be considered at a later stage.

15.8 The draft rules for student promotion and progression for on-the-job training component in the BVoc programmes

The AC **resolved** to approve the progression rules for on-the-job training (OJT) component in the BVoc programmes of the School of Vocational Studies (SVS) with the **direction** that the complete Student Progression and Promotion Policy for the BVoc programmes be presented in the subsequent meetings of the AC after due approvals at various levels. It was recommended that the School should consider increasing the minimum passing grade in the OJT component from C Plus to B Minus – the AUD assessment policy provisions allow for this in the case of field and dissertation components. The revised note with progression rules for the OJT component of BVoc Programmes is at **Appendix-8**.

15.9 Recommendations of the Standing Committee on Academic Programmes (SCAP)

The AC took note of the minutes (**Appendix-9**) of the meetings of the SCAP held on 29.12.2017 and 30.01.2018 **resolved** the following:

15.9.1 The course outlines of 3 elective courses to be offered in the MA History programme and 3 elective courses to be offered in the MA Economics programme of the School of Liberal Studies (SLS):

The following courses of the MA History and MA Economics programmes of SLS were presented (**Appendix-10**) in the AC meeting:

- i. MA History: 3 elective courses of 4 Credits each
 - a. Hunger, Disease and Welfare, India: 1750s-1950s (4 Credits, Elective)
 - b. Society and Culture in Early Modern Europe (4 Credits, Elective)
 - c. Partitions in South Asia (4 Credits, Elective)
- ii. MA Economics: 3 elective courses of 4 credits each
 - a. Networks: Theory and Applications (4 Credits, Elective)
 - b. Labour and Development (4 Credits, Elective)
 - c. Environmental Economics (4 Credits, Elective)

The AC **resolved** to approve the above courses with the following directions:

- i. The reading lists of the courses (especially Hunger, Disease and Welfare, India: 1750s-1950s) be organized in essential and supplementary readings

- ii. The updated MA Economics elective courses be presented in the most recent SCAP format for courses.
- iii. The overlap between the contents of the MA Economics electives (especially 'Labour and Development' and 'Environmental Economics') and courses on similar themes on offer in SDS and SHE be mapped. Based on this mapping, the possibility of co-teaching parts of the courses be explored. Such mapping of similar courses should be a general practice adopted at the School level before proposing a new course.

15.9.2 The course outline of the elective, Multilingual Education in the Indian Context, to be offered in the MA Education and MA Education (ECCE) programmes of the School of Education Studies (SES):

After due deliberations, the AC **resolved** to approve the course outline of the course Multilingual Education in the Indian Context (4 Credits, Elective) (**Appendix-11**) with the following directions:

- i. Since the course is on offer in the MA Education programmes, its focus should be on the practice-based aspects of multilingual teaching-learning contexts and thus a practicum component should be included in the course.
- ii. Since transition from home language to school language is a major concern in the Indian context, it should be one of the focal areas to be dealt with in the course.

15.9.3 The reallocation of 1 credit from the field attachment component to the Introductory Statistics in Education workshop in the MA Education (ECCE) programme of SES

The AC **resolved** to approve the reallocation of 1 credit from the field attachment component to the Introductory Statistics in Education workshop in the MA Education (ECCE) programme of SES. The workshop has already been approved in the MA Education programme in 2013 (**Appendix-12**).

15.9.4 The course outlines of 4 elective courses to be offered in the various programmes of the School of Culture and Creative Expressions (SCCE):

The AC **resolved** to approve the outlines of the following electives to be offered in the SCCE (**Appendix-13**) as per the following details:

- i. Crafting Poem (4 Credits, Elective), MA Literary Art programme
- ii. Media Objects/Media Theory (4 Credits, Elective), MA Film Studies programme
- iii. Musical Theatre (4 Credits, Elective), MA Performance Studies programme
- iv. Art and Public Response: Censorship, Dissent, Protest and Resistance in Contemporary Art (4 Credits, Elective), MA Visual Art programme

15.9.5 The course outlines of 6 courses to be offered in the MA Law, Politics and Society programme of the School of Law, Governance and Citizenship (SLGC):

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The AC **resolved** to approve the outlines of the following core/elective courses to be offered in the SLGC (**Appendix-14**) as per the following details:

- i. Sociology of Law (4 Credits, Core)
- ii. Law, State and Politics (4 Credits, Core)
- iii. Law, Society and Crime (4 Credits, Elective)
- iv. Comparative Constitutional Law (4 Credits, Elective)
- v. Law and Modernity (4 Credits, Elective)
- vi. Law, Media & Technology (4 Credits, Elective)

15.10 Ratification of the following decisions taken by the Vice Chancellor (VC)

Resolved to ratify the action taken by the VC (in the capacity of the Chairperson of the AC) in approving the following Research Projects in AUD Centres/Schools (AUD Sponsored Research Project from Grant-In-Aid) as mentioned below:

SI No	Project Title	Project In charge	Amount (Rs.)
1	हिंदी उपन्यासों (20वीं शताब्दी के अंतिम दशक से लेकर 21वीं सदी के आरंभिक दशक के विशेष संदर्भ) में परिसर जीवन का चित्रण	Prof. Satyaketu Sankrit	1,00,000/-
2	Contextualising Gender and Policing in Contemporary Delhi	Dr. Rachna Chaudhary	1,00,000/-
3	Locating Lives of Refugees through Information Communication Technologies: A Study of Afghan Sikh Refugees in Delhi City	Dr. Shelly Pandey	1,00,000/-
4	Remote Sensing Based Study of Built-Up Area Dynamics as Measure of Urban Expansion, in Delhi and NCR	Dr. Pulak Das	1,00,000/-
5	Periyar, Caste and Indian Democracy	Dr. Rajan Krishnan	1,00,000/-
6	Landscape and Fall	Dr. Shefalee Jain	1,00,000/-
7	Popular Religion as Social Movement: An Ethnographic Study of Mahima Alekh Dharma in Odisha and the Emancipation of Dalits	Dr. Bidhan Chandra Dash	1,00,000/-
8	Standardising local taste: Politics of Geographical Indication	Dr. Ishita Dey	1,00,000/-
9	Threatened Laughter? Modernity and Humour in the Nambudiri Jokes, Malabar, South India	Dr. K.C. Bindu	1,00,000/-
10	Mindfulness based Cognitive Behavior Treatment (MCBT) for Juvenile Delinquents	Dr. Anoop kumar Koileri	1,00,000/-
11	Study on the Effects of Traffic Noise on Human Health	Dr. Kranti Kumar	1,00,000/-
12	Buddhist Thinkers of Modern India	Dr. Priyanka Jha	1,00,000/-
13	Making and Unmaking of Community Forest Governance: A Case Study of Redd+ in India	Dr. Sumana Datta	1,00,000/-

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SI No	Project Title	Project In charge	Amount (Rs.)
14	Construction Workers Wages and Wellbeing: An Indian Region (Maharashtra) 1860-1868	Dr. Dhiraj Kumar Nite	1,00,000/-
15	Writing Pedagogy and Higher Education in India: A Case Study	Dr. Nupur Samuel	1,00,000/-
16	Democracy and Conflicts in India's North East: The Manipur Phase	Dr. Michael Lunminthang	1,00,000/-
17	Digital Financial Inclusion in India: An Initiation Towards Responsible Finance	Dr. Kanwal Anil	1,00,000/-
18	Conflicting Role of the State as a Custodian and Violator of Human Rights of Adivasis: An Empirical Study of the Singareni Collieries Limited (SCCL), Telengana	Dr. K. Valentina	1,00,000/-
19	A Study on Agricultural Mechanisation and Production Relations in Rural Punjab	Dr. Partha Saha	1,00,000/-
20	Denial and Deprivation: Health Inequalities among the Darjeeling Tea Plantation Labour	Dr. Rinju Rasaily	1,00,000/-
21	Status of Infant and Young Child Feeding (IYCF) in Delhi Slums: An Exploratory Study	Dr. Dipa Sinha	1,00,000/-
22	Caste and Urban Infrastructure: Waste-work and Meat Butchering on the Margins of Bombay City	Dr. Shireen Mirza	1,00,000/-
23	Keywords for Disability Studies in South Asia	Prof. Anita Ghai	1,00,000/-

15.11 The AC noted the report on the Sixth Annual Convocation held on the 8th of December, 2017 as per the following details:

The Sixth Annual Convocation of Ambedkar University Delhi for conferment of degrees/ diplomas to the students who had successfully completed all the assessment requirements of courses in the year 2017 was held on the 8th of December, 2017, at the Kashmere Gate Campus of AUD. The Chief Guest, Shri Sonam Wangchuk, delivered the Convocation Address. The Hon'ble Lt Governor of Delhi, Shri Anil Bajjal, in his capacity as the Chancellor of the University presided over the Convocation ceremony.

568 students who completed the prescribed requirements during the academic year 2016-17 were awarded with PhD, MPhil, MBA, MA, BA (Hons) Degrees in various fields of studies. Post Graduate Diplomas in Development Studies, Early Childhood Care & Education and Environment & Development were also awarded.

The composition of the students who received their degrees and diplomas is as follows: BA (Hons): 161, MA: 342, MBA: 38, MPhil: 13, PhD: 7, PG Diploma: 7. Out of the total number of students who were awarded degrees and diplomas, 65% were women. The data of degrees awarded in the Sixth Annual Convocation is at **Appendix-15**.

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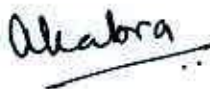
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15.12 Take cognizance of the amendments in the various UGC Regulations regarding recruitment and career advancement of the faculty

The AC **noted** that there have been amendments in the various UGC Regulations, 2010 (Principal Regulations), 2013 (2nd amendment), 2016 (3rd Amendment) and 2016 (4th Amendment), regarding recruitment and career advancement of faculty in universities and colleges, i.e., Assistant Professor, Associate Professor and Professor and Other Academic Staff. The relevant Regulations of the UGC are at **Appendix-16**. Further, there may be more amendments in the regulations in view of the Seventh Pay Commission report. These amendments may have implications on the faculty selection process followed at AUD. Thus, these amended/new regulations need to be studied in detail.

The AC authorised the VC to expand the advisory committee of the Academic Services for the purpose of a thorough examination of the faculty recruitment and Career Advancement Policy of AUD in the light of these developments.

The meeting ended with a vote of thanks.



(Professor Asmita Kabra)
Registrar (Offg.)



(Professor Shyam B Menon)
Vice Chancellor

AMBEDKAR UNIVERSITY DELHI

Minutes of the 20th Meeting of the Finance Committee held on Monday, the 16th of July, 2018 at 11:30 AM in Mahogany Hall, India Habitat Centre, Lodhi Road, New Delhi

The 20th Meeting of the Finance Committee of the Ambedkar University Delhi (AUD) was held on 16 July 2018 at 11:30 AM in Mahogany Hall, India Habitat Centre, Lodhi Road, New Delhi. The following were present at the meeting:

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|----|--|-----------------|
| 1. | Professor Shyam B. Menon
Vice Chancellor | In the Chair |
| 2. | Dr Kiran Datar
Nominee of the Board of Management | Member |
| 4. | Professor Jatin Bhatt
Pro-Vice Chancellor 1 and
Nominee of the Board of Management | Member |
| 5. | Professor Kartik Dave
Controller of Finance (I/c) | Secretary |
| 6. | Professor Salil Misra
Pro Vice Chancellor 2 | Special Invitee |
| 7. | Professor Asmita Kabra
Registrar (Offg.) | Special Invitee |
| 8. | Professor Praveen Singh
Dean Planning | Special Invitee |

Ms. Renu Sharma, Principal Secretary (Finance), Government of NCT of Delhi and Shri H. Rajesh Prasad, Secretary (Higher Education), Government of NCT of Delhi had regretted their inability to attend the meeting.

At the outset, the Vice Chancellor and Chairperson, Finance Committee extended a warm welcome to the Members and Special Invitees. He also introduced Professor Kartik Dave, Dean School of Business Public Policy and Social Entrepreneurship (SBPPSE), who has taken over the additional charge of Controller of Finance (CoF) consequent upon the regular Controller of Finance proceeding on extraordinary leave. The Members appreciated Professor Dave for accepting the additional responsibility.

The Finance Committee (FC) deliberated on the following agenda items:

1. **Confirmation of the Minutes of the 19th Meeting of the Finance Committee held on the 4th October, 2017**

Resolved to confirm the Minutes of the 19th Meeting of the Finance Committee held on the 4th October, 2017.

2. **The Action Taken Report (ATR) on the decisions of the 19th Meeting of the Finance Committee held on the 4th October, 2017**

Resolved to note the Action Taken on the Minutes of the 19th Meeting of the Finance Committee held on the 4th October, 2017(**Appendix-1**).

- 3.1 **The Annual Accounts of the Financial Year 2017-18**

After detailed deliberations, the Finance Committee **resolved** to approve the Annual Accounts of the University for the Financial Year 2017-18 (**Appendix-2**) and recommended it for consideration of the Board of Management.

- 3.2. **The replies to the audit paras of ELFA Audit on the accounts of the Financial Year 2016-17**

The FC took note of the ELFA (Examiner of Local Fund Accounts) Audit report for the FY 2016-17 and replies thereof on audit paras by the University (**Appendix-3**).

The FC suggested that Audit para 2 of 2016-17 regarding payment of medical reimbursement to the staff and audit para 6 on payment of monthly conveyance charges be referred to the Establishment Committee for its review and suggestions for modifications, if any.

- 4.1 **The receipt of Income Tax notice seeking information regarding deposit of cash Rs.4,04,99,942/- during 2015-16**

The FC took note of the receipt of Income Tax notice on the above matter (**Appendix-4**).

- 4.2 **The receipt of Grants-in-aid from the Government of NCT of Delhi through the Directorate of Higher Education for the FY 2017-18**


The FC took note of the receipt of the Grants-in-aid from the Directorate of Higher Education, Government of NCT of Delhi for the Financial Year 2017-18 (**Appendix-5**).

4.3 Any other item with the permission of the Chair

It was informed to the Members that the proposal for appointment of Chartered Accountant firm for the financial year 2018-19 was not brought to the Finance Committee since the role of Chartered Accountant firm has now changed from Auditing to Accounts preparation as per the C&AG guidelines. The audit of Annual Accounts will now on be done by the C&AG. Further, it was informed that the selection of Chartered Accountant firm would be done by due process with the approval of the Vice Chancellor.

The members placed their deep appreciation on record for the immense contribution of Professor Shyam B. Menon, Vice Chancellor, who would be demitting his office on 31.07.2018, for the growth and development of the University as founder Vice Chancellor.

The meeting ended with a vote of thanks.



(Kartik Dave)
Controller of Finance (I/c)



(Shyam B. Menon)
Vice Chancellor



Dr. B. R. Ambedkar University Delhi

Minutes of the 18th Meeting of the Establishment Committee of the University held on Monday, 5th February 2018 at 3.30 PM in the Committee Room-I at Kashmere Gate Campus, New Delhi 110 006

The 18th Meeting of the Establishment Committee (EC) of Dr. B. R. Ambedkar University Delhi (AUD) was held on 5th February 2018 at 03.30 PM. The following were present at the meeting:

- | | |
|--|------------------|
| 1. Professor Shyam B Menon
Vice-Chancellor | Chairperson |
| 2. Dr Kiran Datar
Nominee of the Board of Management | Member |
| 3. Professor Lawrence Liang
Dean, School of Law, Governance and Citizenship | Member |
| 4. Professor Praveen Singh
Dean, Planning | Member |
| 5. Professor Asmita Kabra
Registrar | Member Secretary |

Special Invitees

6. Professor Jatin Bhatt, Pro-Vice Chancellor-I & Member, Board of Management
7. Professor Salil Misra, Pro-Vice Chancellor-II & Member, Board of Management
8. Professor Honey Oberoi Vahali, SHS & Director, CPR and Member, BoM

Professor Salil Misra could not attend the Meeting due to a prior engagement.

At the outset, the Vice Chancellor extended a warm welcome to the Members and the Special Invitees of the Establishment Committee (EC).

The Establishment Committee deliberated on the following agenda items:

1. **Confirmation of the Minutes of the 17th Meeting of the Establishment Committee held on 19 July 2017 at Committee Room-I, IIC Annexe, Lodhi Road, New Delhi – 110 003**

Resolved to confirm the Minutes of the 17th Meeting of the Establishment Committee held on 19 July 2017 at Committee Room-I, IIC Annexe, Lodhi Road, New Delhi, as circulated on 28.07.2017.

2. **Action Taken on the Minutes of the 17th Meeting of the Establishment Committee held on 19 July 2017 at Committee Room-I, IIC Annexe, Lodhi Road, New Delhi**

Resolved to note the Action Taken on the Minutes of the 17th Meeting of the Establishment Committee held on 19 July 2017.

3.1 Draft guidelines of submission of Annual Performance Appraisal Reports (APAR) of non-teaching employees of AUD

Resolved to adopt the guidelines of submission of Annual Performance Appraisal Reports (APARs) for the non-teaching employees of AUD working on regular/ deputation/ long-term contractual basis as under:

Categories	Post	Reporting Officer	Reviewing Officer
Statutory Officers	Registrar/ Controller of Finance	Pro-Vice Chancellor	Vice Chancellor
Administrative Divisions in Main Campus and additional Campuses	Deputy Registrar & equivalent	Registrar/ CoF/ Dean or OSD Campuses	PVC
	Executive Engineer (Entry Grade)	Registrar	PVC
	Executive Engineer (Senior Scale)	Registrar	PVC
	Medical Officer	Registrar	PVC
	Assistant Registrar & equivalent/ Horticulturist	Deputy Registrar & equivalent / Dean or OSD Campuses	Registrar/ CoF/ Dean/ PVC
	Executive/ Security Officer & its equivalent	Assistant Registrar/ Dy. Registrar & equivalent	Dy. Registrar & equivalent / Registrar/ Dean or OSD Campuses
	MTS/ Jr. Assistant/ Assistant/ Garden Supervisor/ Jr. Executive/ Security Supervisor/ Jr. Engineer/ Staff Nurse & equivalent	Executive/ Security Officer/ Assistant Registrar & equivalent/ Horticulturist/ Executive Engineer	Assistant Registrar/ Dy. Registrar & equivalent/ Dean or OSD Campuses
Office of the VC/ PVC	Assistant Registrar/ Deputy Registrar	PVC or VC as the case may be.	
Schools/ Centers	Assistant Registrar & equivalent	Dean or OSD Campuses	PVC
	Executive & equivalent	Assistant Registrar/ Director of the Centre/ Dean	Dean/ PVC
	MTS/ Jr. Assistant/ Assistant/Tech. Asstt. Studio Assistant/ Jr. Executive & equivalent	Executive/ Assistant Registrar	Deputy Registrar/ Assistant Registrar/ Director of the Centre/ Dean
Library	MTS/ Jr. Library Assistant/ Library Assistant/ Jr. Executive (Library)	Assistant Librarian/ Deputy Librarian	Deputy Librarian/ Librarian
IT Services	MTS/ Technical Assistant/ Jr. Executive (IT)	Junior System Administrator/ System Administrator	System Administrator/ Director, IT Services
	Jr. System Administrator	System Administrator	Director, IT Services
	System Administrator	Director, IT Services	PVC
	Director, IT Services	PVC	Vice Chancellor

Note: At least one out of the Reporting/Reviewing officers should be a regular employee of the University.

3.2 Creation of an additional post of Registrar (Campus Development)

Resolved to discontinue the position of Director, Campus Development and to recommend the creation of an additional post of Registrar (Campus Development) with the specific mandate to oversee new campus development as per details below:

- (i) The duration of the post of Registrar (Campus Development) will be for a period of five years or the completion of new campus development, whichever is earlier.
- (ii) Recruitment shall be through open advertisement, and prior experience of works or new campus development shall be listed as a desirable criterion for eligibility.
- (iii) The Registrar (Campus Development) shall report to the PVC.
- (iv) The Registrar (Campus Development) shall be assisted by Technical Advisor(s)/ Consultant(s) and a Campus Development team consisting of an in-house Architect, Executive Engineer, Engineers, Finance Officer at the level of Deputy Registrar, an Assistant Registrar, (Campus Development) and basic administrative staff.

3.3.1 Proposal for Leave Rules to be regulated for various categories of employees engaged in AUD on contract basis:

Resolved to consider the Leave Rules to be regulated for various categories of employees engaged in AUD on contract basis as detailed below:

S. No.	Types of Employees engaged on contract basis	Existing	Proposed ^
1.	Engaged on direct contract of one year	2.5 EL per month of completed service	2.5 EL per month of completed service 08 CL & 02 RH
2.	Consultants engaged after superannuation from Govt. Services on one year contract up to the age of 65 years (As per GNCTD guidelines)	08 Leave in one year as per GNCTD guidelines	01 Leave per month 02 RH
3.	Engaged on contractual basis for six months or less (including outsourcing/ Ex-servicemen)	01 Leave per month	01 Leave per month 02 RH

^To be regulated on pro rata basis with no carryover and encashment.

3.3.2 Proposal for grant of Maternity Leave for female employees:

The EC noted that the Ministry of Labour & Employment, Govt. of India vide letter No.F.No-S- 36012/03/2015-SS-I dated 28.08.2017 has issued guidelines to all the State Government/ UT Administrators for implementation of the provisions of the Maternity Benefit(Amendment) Act, 2017.

However, the EC also noted that AUD has not received endorsement of the above guidelines from the Labour Department, Govt. of NCT of Delhi.

Therefore, it was **resolved** that AUD should seek clarification from Directorate of Higher Education for applicability of Maternity Benefit (Amendment) Act, 2017

circular dated 28.08.2017 issued by Ministry of Labour & Employment, Govt. of India to female employees of AUD (including regular, contractual & outsourcing employees).

3.4 Proposal for changes to the Recruitment Rules 2016 (RR2016) to improve alignment with institutional needs and existing government guidelines

Resolved to recommend the following changes to the Recruitment Rules 2016 to improve alignment with institutional needs and existing government guidelines:

Proposed Change in RR 2016	Justification
A. To drop the phrase 'post-qualification' from the eligibility criteria for various posts	The RRs seek candidates with the appropriate educational qualifications and minimum experience in equivalent work situations. Disqualification of candidates who have obtained the desired minimum work experience <i>before</i> earning the qualification degree discriminates against meritorious candidates who have demonstrated the ability to work while also studying to improve their educational qualification.
B. To bring the RRs in alignment with the DoPT Guidelines of 31/12/2010 in respect of upper age limit for all posts for direct recruitment	This will enable AUD to attract more experienced candidates for the senior positions, which are critical for sustaining a second line of leadership at the senior level in the university administration. It will also attract younger and more energetic candidates for Group C posts (having GP 1800, 1900, 2000, 2400 and 2800)

Accordingly in case of **B** above, the Committee resolved that the upper age limit for direct recruits be as follows:

Sl.	Posts	Age Limits
1.	Posts having Grade Pay Rs. 7600	Preferably below 50 years*
2.	Posts having Grade Pay Rs.6600	40 years
3.	Posts having Grade Pay Rs. 5400	35 years
4.	Posts having Grade Pay Rs.4200, 4600 & 4800	30 years
5.	Posts having Grade Pay Rs.1800, 1900, 2000, 2400 & 2800	Between 18 and 25 years
6.	For departmental candidates including short-term/ long-term contractual staff with at least six months continuous service in AUD.	Below 55 years (with relaxation)
7.	Age relaxation for employees of Central Govt. and Govt. of NCT of Delhi who have rendered not less than three years regular and continuous service as on closing date.	05 years for those possessing relevant experience and/or working in the same or allied line
8.	Age relaxation for Ex-servicemen from Defence forces a) Ex-servicemen + OBC b) Ex-servicemen + SC/ST c) Ex-servicemen Disabled in Operation	3 years + military service 6 years + military service 8 years + military service 5 years + military service
9.	Age relaxation for Persons with Disabilities (PwD) a) PwD + OBC b) PwD + SC/ST	10 years 13 years 15 years
10.	Age relaxation for SC/ST	5 years
11.	Age relaxation for OBC (Central list of Delhi State + List of OBCs included by the GNCT Delhi)	3 years
12.	Age relaxation for other categories including government servants (Central Govt. Departments/GNCT of Delhi), Ex-Servicemen, SC, ST, OBC (Delhi), PwD etc.	As per the Govt. of India/ Delhi Govt. guidelines

* The DOPT Guidelines of 31/12/2010 stipulate that the "Ministry/Department may examine the age limit requirements at the time of framing of RRs and incorporate specific age limit higher than 50 years"

It was further **resolved** that in the case of posts for which the UGC has prescribed age limits, the age limits as prescribed by the UGC would be applicable instead of the DoPT guidelines.

3.5 To consider a policy for one-time absorption/regularization of non-teaching staff on contract/deputation

The EC held detailed discussions on the proposal tabled by the Registrar on the above matter. It reviewed the background note tabled by the Registrar as well as the legal opinion sought and received by AUD.

The EC acknowledged the invaluable contribution made by contractual non-teaching staff to the University and recognized the vitally important skills possessed by such staff. It noted that there is currently a serious shortfall in non-teaching staff at all campuses of AUD, especially at the Group B and C levels. Of the total of 208 sanctioned posts, only 128 are in position. Of these, only 20 are regular employees, while the rest are on tenure or deputation, or on contract (one year or three year) or are re-employed, or are outsourced. The EC also noted that over the years, various authority bodies of the University have emphasized the need to provide employment security to the well-performing non-regular staff members in view of their invaluable contribution to AUD.

After detailed deliberations, the EC **resolved** to recommend adoption of a scheme for a one-time absorption/regularization of non-teaching staff at AUD as per the details below:

Eligibility

1. All non-teaching staff members of AUD who are currently employed on short-term contract/ long-term contract or deputation will be eligible to submit a request for regularization/ absorption under this policy. Outsourced, re-employed and superannuated staff, project staff, as well as casual labour hired by AUD will not be eligible to apply for regularization/ absorption under this policy.
2. Absorption/regularization of a temporary employee is only a one-time measure *vis a vis* every employee, i.e. every temporary employee shall be given only one opportunity to be absorbed/ regularized.

Criteria for qualification for absorption/regularization

1. The employee seeking absorption/regularization must have been appointed against a sanctioned post.
2. The employee was appointed by the University through a mechanism which did not involve bias, favouritism or nepotism.
3. The employee possesses the prescribed minimum qualifications as per AUD's latest Recruitment Rules for the post for which she/he is seeking absorption/ regularization.
4. The employee concerned should have undergone at least four cycles of annual performance review and appraisal (APAR), and should have obtained a ranking of Very Good or above in at least three APAR cycles.

3.6 Representations received from various non-teaching staff members

On the above matter, the EC directed the University to set up an expert committee consisting of the following members to examine all the representations received, and to submit its recommendations to the Competent Authority in a time-bound manner:

1. Prof. A.R. Khan (IGNOU) – Chairperson
2. Shri Ram Dutt (Registrar, Central University of Haryana) – Member
3. Prof. Lawrence Liang – Member

3.7 To note the decision of the Vice Chancellor on the representation made by Mr Ashish Patidar (Assistant Registrar) against the adverse comments by the Reviewing Officer on his APAR

The EC noted that the Vice Chancellor has considered the details of the case and has given the opinion that

- (a) The remarks and ranking given by the Reporting Officer should be upheld, and
- (b) The adverse remarks of the Reviewing Officer may be expunged from the APAR since they have not been substantiated adequately

4.1 Joining of newly appointed Executive Engineer (Civil) on regular basis through direct recruitment by open advertisement

Noted.

4.2 Relinquishment of charge of the post of Registrar, Ambedkar University Delhi (AUD) by Dr M.A. Sikandar on his resignation and subsequent relieving from AUD w.e.f. 31.08.2017 (AN) to join Maulana Azad National Urdu University (MANUU), Hyderabad as Registrar

Noted.

4.3 Nomination of Professor Asmita Kabra, Dean, School of Human Ecology (SHE) as Registrar, AUD who will hold the additional charge of the post of Registrar

Noted.

4.4 Joining of Pro-Vice Chancellors on their appointment by the Board of Management in its 22nd meeting held on 02.08.2017

Noted.

4.5 Re-engagement of 61 contractual employees directly engaged by the University at Group 'B' & 'C' level against vacant sanctioned non-academic positions at Kashmere Gate and Karampura Campuses in AUD for a period of one year w.e.f. 02.08.2017 on the decision taken by the Board in its 22nd meeting held on 02.08.2017

Noted.

4.6 Pay revision of non-teaching employees appointed on long-term contractual basis of Dr B.R. Ambedkar University Delhi as per the recommendations of the 7th Central Pay Commission under the Central Civil Services (Revised Pay) Rules, 2016

Noted.

- 4.7 Engagement/ extension of Officers/ Staff as Consultants/ Jr. Consultants on contractual basis against vacant non-academic positions
Noted.
- 4.8 Deployment of one Store Keeper and one Caretaker on contractual basis through Directorate of General Resettlement against the vacant sanctioned post of Junior Executive and Assistant-cum-Caretaker respectively
Noted.
- 4.9 Deployment of various support staff on engaged through ICSIL, the empanelled manpower outsourcing agency of Govt. of NCT of Delhi against the vacant non-teaching positions in Kashmere Gate and Karampura Campuses and further extension thereof
Noted.
- 4.10 Casual engagement of support staff on daily wages on the approved rates of the Department of Labour, Govt. of NCT of Delhi to meet the exigencies of services with the approval of the Competent Authority in AUD Kashmere Gate, Karampura, Lodhi Road, Rohini and Dheerpur Campus
Noted.
- 4.11 Creation of a Training and Professional Development Cell and adoption of the policy for Training and Professional Development of non-teaching staff
Noted.

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


(Asmita Kabra)
Registrar


(Shyam B. Menon)
Vice-Chancellor



Dr. B. R. Ambedkar University Delhi

Minutes of the 19th Meeting of the Establishment Committee of the University held on Wednesday, the 30th of May, 2018 at 11.00 AM in the IIC Annexe Lodhi Road

The 19th Meeting of the Establishment Committee (EC) of Dr. B. R. Ambedkar University Delhi (AUD) was held on the 30th of May, 2018 at 11.00 AM. The following were present at the meeting:

1. Professor Shyam B Menon Vice-Chancellor	Chairperson
2. Dr Kiran Datar Nominee of the Board of Management	Member
3. Professor Sitansu S. Jena Dean, School of Vocational Studies	Member
4. Professor Asmita Kabra Registrar	Member Secretary

Special Invitees

5. Professor Jatin Bhatt, Pro-Vice Chancellor-I & Member, Board of Management
6. Professor Sallil Misra, Pro-Vice Chancellor-II & Member, Board of Management

Professor Praveen Singh, Professor Honey Oberoi Vahali and Professor Lawrence Liang, all special invitees, regretted their inability to attend the Meeting.

At the outset, the Vice Chancellor extended a warm welcome to the Members and the Special Invitees of the Establishment Committee (EC). He also thanked the outgoing member Prof Lawrence Liang and welcomed the new member, Prof Sitansu S. Jena.

The Establishment Committee deliberated on the following agenda items:

1. **Confirmation of the Minutes of the 18th Meeting of the Establishment Committee held on 5th February, 2018 at Committee Room-I, Kashmere Gate Campus, Delhi – 110 006**

Resolved to confirm the Minutes of the 18th Meeting of the Establishment Committee held on 5th February, 2018 at Committee Room-I, Kashmere Gate Campus, Delhi – 110 006, as circulated on 23.03.2018.

2. **Action Taken on the Minutes of the 18th Meeting of the Establishment Committee held on 5th May 2018 at Committee Room-I, Kashmere Gate Campus, Delhi – 110 006**

a. **Resolved** to note the Action Taken on the Minutes of the 18th Meeting of the Establishment Committee held on 5th May 2018.

b. **Resolved** to seek legal opinion on the matter of applicability of the Maternity Benefit (Amendment) Act, 2017 to female contractual and outsourcing employees of AUD. It was further **resolved** that the University will follow up with the Labour Department, GNCT of Delhi by sending them a reminder to respond to the previous query of the University on this matter.

3.1 **Consideration of the report of the Committee constituted by the Vice Chancellor to suggest a suitable method of selection process of Group 'B' & 'C' non-teaching staff in the light of the new guidelines of the Govt. of India/ GNCTD regarding discontinuation of interview**

The report of the Committee was deliberated upon, and the following suggestions were made:

- a. The posts carrying Grade Pay 4600 should be identified as equivalent to Group 'B' Gazetted posts (non-ministerial) and should be excluded from the revised scheme of examination by placing a suitable agenda item before the Board of Management.
- b. A general clause should be added to the effect that any such equivalent posts to be created in future would be excluded from the scheme of examination.
- c. The specific pattern of examination (including details like number of questions, duration of the examination, weightage to be given to objective and descriptive questions etc. will vary from post to post. The power to make decisions for each post should be in the purview of the Statutory Selection Committee, which will work through its task-forces/subcommittee(s).
- d. The final approved Scheme of Examinations should be placed on the University website to maintain transparency.

Resolved to incorporate the suggestions made in the meeting in the final report and to recommend the revised report for consideration of the Board of Management (Annexure - 1)

Resolved to place on record its deep appreciation of the Registrar and her team in the HR Division for their hard work, application of mind and dedication in putting together the proposed Pattern/Scheme of Examination

3.2 **Consideration of the report of the subcommittee of the Establishment Committee formed for considering the representation of various non-teaching employees on varied matters.**

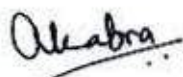
Resolved to send the report back to the subcommittee to give more expansive minutes with full justification that summarize the plea made by each employee and note in detail the rule position and analysis underlying its decisions

ITEMS TO NOTE

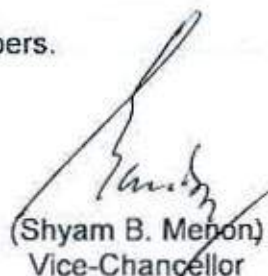
- 4.1 To report the approval of the technical resignation of Shri Puneet Goel, Assistant Registrar by the Vice Chancellor and his relieving on lien consequent to his selection as Deputy Registrar in IIT Ropar
Noted
- 4.2 To report the decision of the Vice Chancellor in approving the recommendations of the Statutory Selection Committee, subject to ratification by the Board of Management, for appointment to the post of Director, IT Services
Noted
- 4.3 To report the decision of the Vice Chancellor in approving the confirmation subject to the ratification of the Board of Management of newly joined Assistant Registrars & System Administrators
Noted
- 4.4 To report the decision of the Vice Chancellor in approving the probation clearance of newly joined Assistant Registrars subject to the ratification of the Board of Management
Noted
- 4.5 To report the sanction received from Govt. of NCT of Delhi conveying the approval of the Hon'ble Lt. Governor of Delhi for the creation of 59 teaching/ academic and 50 non-teaching posts for the new AUD Lodhi Road Campus
Noted
- 4.6 To report the joining of newly appointed Senior Project Engineer (Civil) on deputation basis in Campus Development Division through open advertisement
Noted
- 4.7 To report the extension of deputation tenure of Dr. Lokesh Garg as Deputy Registrar for a period of one year w.e.f. 01.03.2018
Noted
- 4.8 To report the re-engagement of Shri Shivam Kaushik as Assistant on contract basis w.e.f. 10.11.2017 on his acquiring the essential qualifications required for the post of Assistant
Noted
- 4.9 To report the engagement/ extension of retired officers from government organizations as Sr. Consultant/ Consultants/ Jr. Consultant/ Security Supervisor/ Caretaker on contractual basis against vacant non-academic positions
Noted

- 4.10 To report the extension of officers/ staff employed on long-term contractual basis against vacant non-academic positions
Noted
- 4.11 To report the extension of officers/ staff employed on long-term contractual basis in Campus Development Division
Noted
- 4.12 To report the taking over of charge as Cashier (officiating) by Shri Ajay Kumar Thakur, Junior Executive, Finance
Noted
- 4.13 To report the deployment of support staff on contractual basis through ICSIL against the vacant non-academic positions in AUD
Noted
- 4.14 To report the casual engagement of support staff on daily wages on the approved rates of the Department of Labour, Govt. of NCT of Delhi to meet the exigencies of services in AUD Kashmere Gate, Karampura, Rohini and Dheerpur Campus
Noted
- 4.15 To report the relieving of the non-teaching Staff who have left the University on completion of contractual tenure/ resignation.
Noted

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



(Asmita Kabra)
Registrar



(Shyam B. Menon)
Vice-Chancellor



Annexure - 1

Dr. B. R. Ambedkar University Delhi

Proposed Pattern/Scheme of Examinations for Non-teaching Staff in Group 'B' (non-gazetted) & Group 'C' Categories

Background

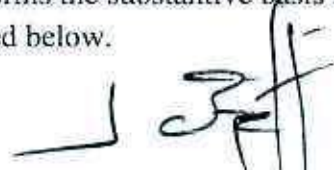
1. The Vice Chancellor had constituted a Committee vide letter No. AUD/1-23(1)/HR/2016/Part dated 08.02.2017, to suggest a suitable method of selection process of Group 'B' (non-gazetted) & Group 'C' non-teaching staff in the light of the new guidelines of the Govt. of India/ GNCTID regarding discontinuation of interview (in terms of DoPT OM dated 29.12.2015, received through Govt. of NCT of Delhi communication dated 24.01.2017), comprising of the following:
 - i) Professor Chandan Mukherjee (Chairperson)
 - ii) The Registrar
 - iii) The Controller of Finance

In partial modification of the above notification, the following members were added to the Committee vide letter No. AUD/1-23(1)/HR/2016/Part dated 01.09.2017: a) Dean, AES; b) Dean Academic Services; and c) PVC-1.

The Committee met on various occasions from 2nd March 2017 onwards and deliberated the job profiles of various categories of non-teaching staff, so that the pattern/scheme of examinations can be finalized based on the specific requirements of the University in each of these categories. The work of the Committee forms the substantive basis for the Proposed Pattern/Scheme of Examinations outlined below.



Prof. Asmita Kabra
Registrar (Officiating)



Professor Jatin Bhatt
(Pro Vice Chancellor)

Submitted to the Vice Chancellor



Dr. B. R. Ambedkar University Delhi

Proposed Pattern/Scheme of Examinations for Non-teaching Staff in Group 'B' (non-gazetted) & Group 'C' Categories

Part A: Background

1. The following are the salient features of the new guidelines issued by the Department of Personnel & Training (DoPT), Govt. of India Office Memorandum No. 39020/01/2013-Estt.(B)-Part, dated 29th December 2015, which has been received through Deputy Secretary (Services)-I, Services Department (III), Government of NCT of Delhi vide letter No.16(3)/(b)/DSSB/ 2015-S.III dated 24.1.2017 (**Appendix-1**):
 - a. Discontinuation of interview for recruitments for all Group 'C', Group D (which are now reclassified as Group 'C') posts and for non-gazetted posts of Group 'B' category and all such equivalent posts
 - b. 'No interview Requirement' proposal has to be implemented for all the junior level posts in Government of India Ministries/Departments/attached Office/Subordinate office/Autonomous Bodies/Public Sector Undertakings
 - c. Discontinuation of interview policy to be adhered strictly from 1.1.2016 at the Junior level posts as mentioned above in Government of India Ministries/ Departments/ attached Office/ Subordinate office/ Autonomous Bodies/ Public Sector Undertakings. All the advertisement for future vacancies will be without the interview as part of the recruitment process
 - d. Interviews will be done away even in cases where in the past the selections used to be made purely on the basis of performance in the interview. The Ministries/ organizations will consider revising the scheme of selection of such cases.
 - e. That Skill test or physical test is different from Interview, and these may be continued. However, these tests will only be of qualifying nature. Assessment will not be done on the basis of marks for such test.
 - f. In case of specific posts where the Ministry/Departments wants to continue undertaking interview as a process of recruitment, a detailed proposal seeking exemption will have to be sent to the DoPT with the approval of the Minister/ Minister in-charge.
2. The Govt. of NCT of Delhi vide communication dated 24.01.2017 (**Appendix-2**) circulated the aforesaid DoPT policy guidelines dated 29.12.2015 amongst the HoDs/

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Principal Secretary/Secretaries, GNCTD and Autonomous Bodies of Delhi Govt. with a request to comply the same and to take necessary action at their end.

3. An earlier communication No. F.16(3)(b)/DSSSB/ 2015-S.III/12-115 dated 04.01.2017 of Services Department (III) GNCTD (**Appendix-3**), addressed to the HODs of GNCTD Departments and Autonomous Bodies of Delhi, conveyed the recommendations made by the Group of Secretaries (GoS) on Good Governance to make services faceless, paperless and cashless. According to this communication, the following are the action points related to public employment under the Government department/bodies:
- Publicize vacancies on common portal
 - Applications online (eSign)
 - Certificates from Digital locker
 - Fee payment online (Universal Payment Interface)
 - No interview (Group C Posts)
 - Automated processing
 - Appointment letter online (eSign)
 - Self-declaration pending Police verification (eSign)

It may be noted that the University has already responded to the above communication vide its response dated 12.01.2017.

4. Subsequent to the revised policy guidelines introduced by the Govt. of India, all the recruitments for Group 'B' (non-gazetted) & Group 'C' posts including MTS in the Govt. Departments and the Central Autonomous Bodies/ PSUs including Central Universities are to be made in compliance with the DoPT guidelines dated 29.12.2015. Recently, the University of Delhi has also adopted the said guidelines and discontinued the interview for all Group 'B' (non-gazetted) & Group 'C' posts vide OM No. Ref. No.: Estab.IV/047/2016/01/RR-OM-02 dated 14.03.2017.
5. The Selection/Appointment of non-teaching staff other than Senior Administrative Positions (which are covered under Statute 14A) is governed by Statute 14 (Clauses 4-7) of the Statutes of the University.

Statute 14 (Clauses 4 to 6) state that:

"4. Each of the selection committee for appointment to the posts of various categories of staff, other than the academic staff, shall consist of the following members, namely:

- The Registrar or his nominee;*
- The Director of Higher Education of the Government or his nominee;*
- A representative of the Scheduled Castes or Scheduled Tribes of the rank of a Gazetted Officer*
- Two experts in the domain of expertise for which selection is being done*

5. The quorum for a meeting of a Selection Committee constituted under Clause (4) shall be four.

6. The procedures to be followed by the Selection Committees constituted under this statute shall, in making recommendations, be such as laid down in the Ordinances."

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6. At present, there is no Ordinance which provides the procedure to be followed by the Selection Committee constituted under the above Statute for non-teaching staff and senior administrative positions. Consequently, the University is guided by the general guidelines prescribed by the BoM through its resolutions from time to time. Rule 10 (vi) of the draft recruitment rules (non-teaching employees), 2013 approved by the Board of Management in its 13th Meeting held on 11.02.2013 provides that:

"The selection of candidates for the respective posts shall be based on the performance in the Written Test, wherever necessary, and interview. The Scheme of Written Examination and the weightage to be given in the Written Test and Interview shall be prescribed by the University from time to time."

7. In terms of the approval given by the Board of Management in its 19th Meeting held on 19.04.2016 and approval for new positions sanctioned by the Govt. of NCT of Delhi for the Karampura Campus, the University had advertised a total of 74 Group 'B' & 'C' posts to be filled on direct recruitment basis through open selection vide Advt. No. 02 dated 10.06.2016 and Advt. No. 03 dated 19.07.2017 and Advt. No. 05 dated 29.12.2016. The details of the advertisement are at **Appendix-4**. It may be noted that the University has already received online applications for each of the above advertised posts, and the University has already collected application fee for these positions. It may also be noted that more than 18 months have elapsed since the advertisement.
8. Based on the recommendations of the Establishment Committee (15th Meeting held on 09.03.2016), the Board of Management in its 19th meeting held on 19.04.2016 (vide Resolution No. 5.3) had approved the Pattern/Scheme of Examination including weightage etc. for various Group 'B' & 'C' posts to be filled by Direct Recruitment method in the University. The same are annexed at **Appendix-5**.
9. At present, the University has a total of 218 sanctioned posts at its three campuses at Kashmere Gate, Karampura and Lodhi Road. Of these, some of the Group B posts are equivalent to gazetted posts in terms of Grade Pay, while the rest are non-gazetted Group B posts and Group C posts. Against these 218 posts, only 3 regular employees are in position at present.

Part B: Recommendations

1. Considering the requirement of the University and keeping in view the statutory provisions and in terms of DoPT policy guidelines, this revised Pattern/ Scheme of examination is based on the following broad principle:

Selection of candidates should be on the basis of their overall suitability for the tasks they are expected to perform at the post they are applying for, and not on possessing some generic skills of numeracy, literacy and general awareness etc.

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2. Towards this end, detailed job profiles (**Appendix-6**) have been created for each category of Group B (non-gazetted) and Group C non-teaching posts in consultation with the relevant Divisions of the University. The Pattern/Scheme of examinations proposed in this document will be based on these stipulated job profiles, and it is proposed that examination paper-setters should be instructed to follow these job profiles diligently under the overall supervision of the Statutory Selection Committee.
3. Subject to approval by the Board of Management, all approved posts carrying Grade Pay 4600 should be identified as ^{equivalent to} Group 'B' Gazetted (non-ministerial) posts and should be excluded from the revised pattern/scheme of examination in accordance with the D&oPT O.M. referred to in Part A[1(a)] above. Moreover, any such equivalent posts to be created in future should also be excluded from this pattern/scheme of examination.
4. Accordingly, the different categories of Group 'B' (non-gazetted) & Group 'C' non-teaching posts have been further divided into two subcategories: those requiring skill test, and those not requiring skill test (as per the Table below)

Categories	Not requiring Skill test	Requiring skill test
Estate and Engineering/ Maintenance Posts	Group B (non-gazetted): Security Supervisor; Junior Engineer (Electrical); Junior Engineer (Civil)	Group C: Assistant-cum-Caretaker; Junior Assistant-cum- Asstt. Caretaker; MTS (Electrician); MTS (Plumber)
Administrative / School/Centre Posts	Group B (non-gazetted): Junior Executive Group C: Assistant; Assistant-cum-Secretarial Services; Junior Assistant; MTS (OA)	-
IT Services Posts	Group B (non-gazetted): Jr. Executive (IT) Group C: Technical Assistant (IT)	Group C: MTS (IT Lab)
Library Posts	Group B (non-gazetted): Junior Executive (Library) Group C: Library Assistant, Jr. Library Assistant	Group C: MTS (Lib.)
Horticulture Posts	-	Group C: Garden Supervisor; MTS (Mali)
Other Technical Posts	Group B (non-gazetted): Staff Nurse	Group C: Studio Assistant; Technical Assistant (Leather and Soft Materials Workshop); Technical Assistant (Mechanical and Materials Workshop)

5. For the **categories that require skill test**, the proposed Pattern/scheme of examination will be as follows:
 - a. A two-part test will be conducted, with Part I consisting of the Skill Test (qualifier), and Part II consisting of a Written Test.
 - b. All candidates will be asked to appear for a Skill test. This will consist of **practical tasks** pertinent to the post under advertisement. Only candidates who obtain the minimum score in the Skill Test as stipulated by the Statutory Selection Committee will be shortlisted for Part II, which is a Written Test.
 - c. The Statutory Selection Committee under Statute 14(4) will ensure that the questions in the Written Test will be based on the job profile and indicative weights outlined in **Appendix-6**.

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- d. Examination paper-setters for the Written Test will be asked to use **visual or descriptive cues** as far as possible in setting the questions, as indicated in the sample questions in **Appendix 6**.
- e. The nature of tasks, marks assigned, duration and other details of the Skill Test and the nature of questions, marks assigned, duration and other details of the Written Test will be finalized by the Statutory Selection Committees (through its subcommittees) at the time of finalization of paper-setters and guidelines for each post.
- f. Final selection will be on the performance of the candidates in Part II (Written Test), which shall be used by the Selection Committee for drawing up the Merit List and submitting its recommendations to the Competent Authority, subject to fulfilling other terms and conditions of the appointment.
6. For the **categories that do not require skill test**, the proposed Pattern/scheme of examination will be as follows:
- a. Candidates will be asked to appear for a 2-part test, where Part I will be an Objective Type test and Part II will be a Descriptive Type test.
- b. As far as possible, both tests may be conducted on the same day, subject to administrative convenience.
- c. The nature of questions, marks assigned, duration and other details of the Objective and Descriptive type tests will be finalized by the Statutory Selection Committees (through its subcommittees) at the time of finalization of paper-setters and guidelines for each post.
- d. The Statutory Selection Committee under Statute 14(4) will ensure that the questions in the Descriptive Type Test will be based on the job profile and indicative weights outlined in **Appendix-6**.
- e. The paper of Part II (Descriptive type test) will be evaluated only for candidates who score the minimum marks in the Objective type test as stipulated by the Statutory Selection Committee.
- f. The marks obtained in the Objective type test will only be used for shortlisting candidates for Part II, and will not be taken into account for final selection.
- g. The standard of difficulty of the questions will be at a level designed to assess the candidate's ability to perform the tasks entailed in the job position s/he is appearing for, as specified in **Appendix 6**.
- h. The test will be in English or Hindi (except for the questions designed to test English reading and comprehension ability).
- i. Final selection will be on the performance of the candidates in Part II (Descriptive type test), which shall be used by the Selection Committee for drawing up the Merit List and submitting its recommendations to the Competent Authority, subject to fulfilling other terms and conditions of the appointment.
- j. Candidates with prior experience of working (as regular or contractual staff) in an Indian public university (central or state) for at least 2 years at a post at the same level as they are applying for will be exempted from Part I, and will be **shortlisted automatically** for Part II. The exemption will be granted only to candidates with the required experience as specified above, on submission of application through proper channel, with duly certified proof of experience.

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7. The **Statutory Selection Committee** under Statute 14(4) will work through its subcommittees, which will be appointed, if necessary, for each advertised post. The Statutory Selection Committee is expected to perform the following tasks:
- Identification of paper-setters from a panel set up by the University through due process, with the approval of the Vice Chancellor
 - Creating detailed guidelines for the paper-setters for each post
 - Moderation of the test papers to ensure alignment with the job profile details set out in **Appendix-6**
 - Overseeing the Skill Test, wherever specified
 - Preparation of the final merit list
 - Overall monitoring of the selection process
8. Given that this pattern of examination with discontinuation of interview will be implemented for the first time, it may be reviewed after one round of recruitment is completed.
9. The advertisement (Advt. No. 02 dated 10.06.2016 and Advt. No. 03 dated 19.07.2017 and Advt. No. 05 dated 29.12.2016) for a total of 74 Group 'B' & 'C' posts to be filled on direct recruitment basis through open selection should be recalled, in view of the fact that more than 18 months have elapsed since the advertisement. The application fee of the candidates should be returned.
10. A suitable number of Group B (non-gazetted) and Group C posts should be advertised afresh, based on the new Pattern/Scheme of Examination, once it is duly approved by the Competent Authority.

Asmita Kabra
29/6/18.

Prof. Asmita Kabra
Registrar (officiating)

Jatin Bhatt

Prof. Jatin Bhatt
(Pro Vice Chancellor-1)

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Appendix - 6
(of Annexure-1)

2018

**Appendix 6: Detailed Job Description for various categories of Group
'B' (non-gazetted) and Group 'C' Posts**

HR DIVISION
AMBEDKAR UNIVERSITY DELHI

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1. Garden Supervisor.....	39
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Category-wise Details

Sl. No.	Name of the Post	Group	Pay Band + GP in 6 th CPC	Level in 7 th CPC
A. Estate and Engineering/Maintenance Posts				
1.	Assistant-cum-Caretaker	C	PB-1 + GP 2400	4
2.	Jr. Assistant-cum-Asst. Caretaker	C	PB-1 + GP 1900	2
3.	Security Supervisor	B	PB-2 + GP 4200	6
4.	MTS (Plumber)	C	PB-1 + GP 1800	1
5.	MTS (Electrician)	C	PB-1 + GP 1800	1
6.	Junior Engineer (Civil)	B	PB-3 + GP 4200	6
7.	Junior Engineer (Electrical)	B	PB-3 + GP 4200	6
B. Administrative/School/Centre Staff				
1.	Junior Executive	B	PB-2 + GP 4200	6
2.	Assistant	C	PB-1 + GP 2400	4
3.	Assistant (Secretarial Services)	C	PB-1 + GP 2400	4
4.	Junior Assistant	C	PB-1 + GP 1900	2
5.	MTS (Office Attendants)	C	PB-1 + GP 1800	1
C. IT Services Posts				
1.	Junior Executive (IT)	B	PB-2 + GP 4200	6
2.	Technical Assistant (IT)	C	PB-1 + GP 2800	5
3.	MTS (IT Lab)	C	PB-1 + GP 1800	1
C. Library Posts				
1.	Junior Executive (Library)	B	PB-2 + GP 4200	6
2.	Library Assistant	C	PB-1 + GP 2800	5
3.	Junior Library Assistant	C	PB-1 + GP 2000	3
4.	MTS (Library)	C	PB-1 + GP 1800	1
D. Horticulture Posts				
1.	Garden Supervisor	C	PB-1 + GP 2800	5
2.	MTS (Mali)	C	PB-1 + GP 1800	1
E. Other Technical Posts				
1.	Technical Assistant - Leather and Soft Materials	C	PB-1 + GP 2800	5
2.	Technical Assistant - Mechanical and Materials	C	PB-1 + GP 2800	5
3.	Studio Assistant	C	PB-1 + GP 2800	5
4.	Staff Nurse	B	PB-2 + GP 4200	6

Part A: Estate and Engineering/Maintenance Staff

1. Assistant-cum-Caretaker

Job Description

A. Domain Knowledge

- a. Basic electrical, plumbing, carpentry and housekeeping knowledge
- b. Cleaning and sanitation procedures, machines and materials used
- c. Care and maintenance of electrical and mechanical equipment such as paper shredder, TV, Projector, Air Curtains, Food warmers etc.
- d. Care, maintenance and accounting of fixed assets

B. Processes

- a. To monitor cleaning, mopping, wiping, polishing and dusting of floors, walls, roof and assets.
- b. To monitor cleaning & maintenance of external spaces and disposal of waste
- c. To monitor cleaning of toilets, replenishment of paper towels, toilet rolls and other disposables.
- d. Carrying out minor repairs to property, fixtures, fittings and equipment, which are not beyond the scope of an unskilled person.
- e. Directing workmen and contractors to the sites of repair and maintenance work; facilitating and coordinating the work.
- f. Preparing common spaces for events and functions, as required.
- g. Receive and check goods and supplies and take them to the appropriate place for storage.
- h. Report any defects of building, furniture, fittings and equipment to the Assistant Registrar (Estate).
- i. Report health & safety, hygiene & sanitation, maintenance of safety equipment related issues for immediate action.
- j. Any other duties that may be assigned from time to time by the University authorities.

C. Skills

- a. Ability to provide housekeeping and maintenance services.
- b. Ability to get the areas cleaned, carry out minor repairs and touch-up paint
- c. Aesthetic sense for teaching learning environment
- d. Basic electrical, plumbing, carpentry and housekeeping skills
- e. Reading description, instructions and operating manuals of equipments and products.
- f. Undertake operational checking of mechanical, electrical and electronic equipments installed in the Campus such as RO systems, water coolers, stop valves, air coolers, air conditioners, projectors, televisions, refrigerators, electrical boards, MCBs etc.

D. User Interface

- a. To supervise and control the work of sanitation staff.
- b. To coordinate with the security staff for safe custody of University property and correct documentation of stores moving in/ out of the campus
- c. To coordinate with contractors working on site and facilitate access to spaces/ facilities.
- d. To coordinate with faculty to facilitate arrangements for teaching learning activities.
- e. To facilitate use of University premises to the students for academic activities.

Indicative weights

Domain Knowledge	35%
Processes	30%
Skills	35%

Sample Questions: See at the end of the section.

2. Junior Assistant-cum-Assistant Caretaker

Job Description

A. Domain Knowledge

- a. Basic electrical, plumbing, carpentry and housekeeping knowledge
- b. Cleaning and sanitation procedures, machines and materials used

B. Processes

- a. To monitor cleaning, mopping, wiping, polishing and dusting of floors, walls, roof and assets.
- b. To monitor cleaning & maintenance of external spaces and disposal of waste
- c. To monitor cleaning of toilets, replenishment of paper towels, toilet rolls and other disposables.
- d. Carrying out minor repairs to property, fixtures, fittings and equipment, which are not beyond the scope of an unskilled person.
- e. Assisting workmen and contractors in repair and maintenance work;
- f. Preparing common spaces for events and functions, as required.
- g. Receive and check goods and supplies and take them to the appropriate place for storage.
- h. Report any defects of building, furniture, fittings and equipment to the Supervisory Officer.

C. Skills

- a. Ability to provide housekeeping and maintenance services
- a. Ability to get the areas cleaned, carry out minor repairs and touch-up paint
- b. Basic electrical, plumbing, carpentry and housekeeping skills
- c. Reading description, instructions and operating manuals of equipments and products
- d. Care and maintenance of electrical and mechanical equipment such as paper shredder, TV, projector, food warmer etc.

D. User Interface

- a. To supervise the work of sanitation staff.
- b. To coordinate with the security staff for safe custody of University property and correct documentation of stores moving in/ out of the campus
- c. To coordinate with contractors working on site and facilitate access to spaces/ facilities
- d. To coordinate with faculty to facilitate arrangements for teaching learning activities
- e. To facilitate use of University premises to the students for academic activities

Indicative weights

Domain Knowledge	35%
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Processes	30%
Skills	35%

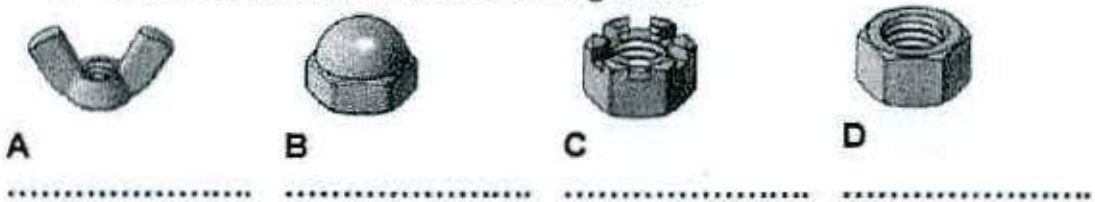
Sample Questions for Caretaker and Junior Caretaker

On Job Knowledge

1. Write the correct name for the following logo:



1. Write the name of the following nuts:



2. What is the common cause for Dengue breeding?
3. Which blood group is the universal donor?
4. What do you mean by CPR?
5. What are some of the basic tasks of a Caretaker?
6. What is the Difference between A.C. and D.C.?
7. What are the different kinds of commercial size of timber?
8. What is the correct proportion of various components for for mixing concrete in ratio 1 : 2 : 4?
9. Name some of the important plumbing tools.
10. Name some important plumbing fittings.

On Processes

1. What are the assets register?
2. How many Watts are there in 1 kVA?
3. What are the measures to be taken for mosquito control on campus?
4. Where is D.C. used?
5. Where is A.C. used?
6. What is MCB and what is it used for?
7. How can we protect wooden furniture from termites?
8. What are the important fire safety rules in a Campus?

On Skills

1. Which type of bit is required to drill in concrete surface?
2. What is the deference between MCCB and MCB?
3. What precautions should be taken to ensure a perfect painting finish?
4. List the instructions for resetting a tripped Circuit Breaker

5. List and describe any three commonly used methods of applications of paint
6. What is the process of painting new wood?
7. List the steps involved in Varnishing.
8. List the Instructions for replacing fuses.

3. Security Supervisor

Job Description

A. Domain Knowledge

- a. Security, surveillance and access control - operations and procedure
- b. Fire prevention and control
- c. Emergency response procedures
- d. Enquires & investigation procedures

B. Processes

- a. To ensure effective operation of security and access control systems, video surveillance systems and network protection.
- b. To teach safety procedures and drills to the students, employees and outsourced staff on campus.
- c. To respond to emergency situations such as accident, fire and natural disasters and ensure safety of men and material.
- d. To keep vigil and ensure that only authorised men and material are allowed in and out of the campus premises.
- e. To investigate the cases of thefts, sabotage, pilferage etc.
- f. To ensure correct functioning and maintenance of security equipment i.e. fire extinguishers, barriers, metal detectors, surveillance cameras, screens etc.
- g. To ensure the safety, security and protection of University property, including buildings, open spaces, equipment and other assets, as well as items kept temporarily on campus.
- h. To report damage, malfunctions, faulty equipment or utilities, any unusual or questionable or dangerous or suspicious conditions or activities anywhere on campus.
- i. To ensure that all rules, regulations and standing orders related to safety & security, discipline, law and order etc. are observed for safety of students, employees, guests and visitors.
- j. To provide security coverage for functions/ events.
- k. To monitor duty rosters of security staff and establish security patrol composition & timings.
- l. Any other duties that may be assigned to him from time to time by the University authorities.

C. Skills

- a. Have good communication & analytical skills.
- b. Ability to handle emergency situations in cases of natural and manmade disasters
- c. Ability to handle surveillance and access control equipment
- d. Ability to conduct training, enquires & investigations
- e. Basic computer skills

D. User Interface

- a. To supervise and control the work of security staff on the campus and coordinate with security agency for day-to-day functions.
- b. To assist all stakeholders in complying with University regulations and rules of conduct on the Campus, including traffic and parking management.
- c. To maintain liaison with the Police and district authorities regarding law & order matters.
- d. To assist the Hostel Administration in day to day functioning and eviction of unauthorized occupants/ intruders.
- e. To prepare and submit daily and periodic reports safety & security related reports to the Security Officer.

Indicative weights

Domain Knowledge	35%
Processes	35%
Skills	30%

Sample Questions for Security Officer and Security Supervisor (the level of difficulty to be set according to the post)

- 1. List five key duties & responsibilities of security personnel.
- 2. List the three classes or types of fire.
- 3. List two different categories of disasters with examples.
- 4. What are some of the main responsibilities of Security Services in an educational institution?
- 5. List Campus Security Procedures for the following tasks:
 - a. Key control procedures
 - b. Theft of University Property
 - c. Theft of Personal Property
 - d. Disruptive Student/ groups
 - e. Trespassing by Non-Student
 - f. On-Campus Motor Vehicle Accidents
 - g. Personal Injury sustained on Campus
- 6. List the key actions by which you will handle the situation after an earthquake
- 7. List four major types of video surveillance systems.
- 8. List four major types of access control systems.

4. MTS (Plumber)

Job Description

A. Domain Knowledge

- a. Interprets blueprints and building specifications to map layout for pipes, drainage systems, and other plumbing materials.
- b. Repair of RO and water coolers.

- c. Installs pipes and fixtures, such as sinks/WC/urinals and toilets, for water, gas, steam, air, or other liquids.
- d. Installs supports for pipes, equipment, and fixtures prior to installation.
- e. Modifies length of pipes, fixtures, and other plumbing materials as needed for a building.
- f. Good knowledge plumbing materials based on budget, location, and intended uses of building.
- g. Follows health and safety standards and complies with plumbing codes.

B. Processes

- a. Tests plumbing systems for leaks OR blockage and other problems.
- b. Writes report documenting the problem and summary of actions taken.
- c. Performs inspections of plumbing systems to identify and replace worn parts.

C. Skills

- a. Analyses problem and use appropriate tools and materials for repair

D. User Interface

- a. Collaborates with user, contractors, construction workers, electricians, pipefitters, and steamfitters in installing and repairing plumbing

Indicative weights

Domain Knowledge	30%
Processes	35%
Skills	35%

Sample Questions (to be set in Hindi and English)

1. Write the name of the following fittings:



A



B



C



D

-
-
-
-
-
2. What is a P trap?
3. What is the full form of GI Pipe?
4. What is the full form of CI Pipe?
5. 1 soot (सूत) is equivalent to:
- a. 3.17mm
 - b. 14.00 mm
 - c. 1.04 mm
 - d. 0.90 mm
6. How many feet are there in one length of a GI pipe?
- a. 20 Feet

- b. 25 feet
 - c. 10 Feet
 - d. None of above
7. The Bureau of Indian Standards (BIS) fixes the upper limit of TDS in drinking water at Ppm (fill in the blanks)
8. Which equipment will you apply for unclogging a WC?
- a. Plunger
 - b. Drill Machine
 - c. Plier
 - d. Screw driver

5. MTS (Electrician)

Job Description

A. Domain Knowledge

- a. Fix, assemble, install, test, and maintain electrical or electronic wiring, equipment, appliances, apparatus, and fixtures, using hand tools and power tools, as and when required.
- b. Diagnose malfunctioning systems, apparatus, and components, using test equipment and hand tools, to locate the cause of a breakdown and correct the problem.
- c. Connect electrical wires to circuit breakers, transformers, or other components.
- d. Inspect electrical systems, equipment, and components to identify hazards, defects, and the need for adjustment or repair, and to ensure compliance with codes.
- e. Knowledge of Fire fighting and use of fire equipments.

B. Processes

- a. Provide preliminary sketches and cost estimates for materials and services.

C. Skills

- a. Analyses problem and use appropriate tools and materials for repair

D. User Interface

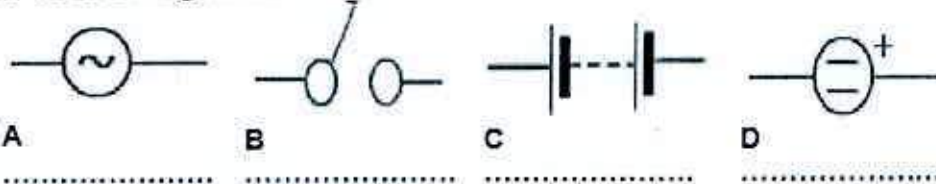
- a. Providing basic information to the user regarding use of electrical equipment and safety.

Indicative weights

Domain Knowledge	20%
Processes	40%
Skills	40%

Sample Questions (to be set in Hindi and English)

1. Write the following electrical circuit:



2. Which gas is used in the refrigerator?
3. What is a conductor of electricity?
4. What is the difference between Transmission line and Distribution line?
5. Which type the fire extinguisher is commonly used to control the electrical caused fire?
6. In electrical wire, what does the green colour indicate?

6. Junior Engineer (Electrical)

Job Description

A. Domain Knowledge

- a. Knowledge of principle and practice of planning, estimation, design, preparation of tender, contract administration, preparation of bills, analysis of rates, extra items, dev. Items, subst. Items pertaining to Electrical works.
- b. Knowledge of CPWD specification, works manual, basic IS codes, sequence of execution of original and maintenance works
- c. Knowledge of basic electrical engineering. Preparation, understanding & interpretation of drawings.
- d. Knowledge of air conditioning and HVAC.
- e. Knowledge of sub-station, earthing systems.

B. Processes

- a. Supervision and managing day to day activities pertaining to installation and maintenance of electrical and HVAC system of campuses.
- b. Preparing proposal of works based on rule and standard engineering practice.
- c. Attending complaints from the users efficiently regarding electrical and services works.
- d. Maintain documentation for pre execution, during execution and post execution of the work as per slandered practice.
- e. Liaison with local bodies & concerned govt. departments.

C. Skills

- a. Computer skill (MS office)
- b. Preparation and checking estimates, drawings, analysis of rates, extra items, dev. Items & substituted items, NIT.
- c. Verification of energy consumption bills received from local Elect. Supply Co., general supervision of Energy meter to see whether they are working satisfactorily.

D. User Interface

- a. Language skills

- b. Communication skills and patience

Indicative weights

Domain Knowledge	50%
Processes	25%
Skills	25%

Sample Questions

1. The best suitable material for the heating element is
(a) Tungsten (b) Nichrome (c) Manganin (d) Carbon
2. Resistivity of a wire depends upon
(a) Material (b) Area (c) Length (d) All of these
3. Varnishes protect the insulating materials against
(a) dust and oil (b) moisture, dirt and oil
(c) moisture and fire hazards (d) None of the above
4. The capacity of a battery is measured in
(a) Watts (b) Watt-hours (c) Amperes (d) Ampere-hours
5. A transformer transforms
(a) frequency only (b) voltage only
(c) current only (d) voltage and current
6. Megger is used to measure
(a) very high resistance or insulation resistance.
(b) low resistance.
(c) high resistance.
(d) very low resistance

7. Junior Engineer (Civil)

Job Description

A. Domain Knowledge

- a. Knowledge of principle and practice of planning, estimation, design, preparation of tender, contract administration, preparation of bills, analysis of rates, extra items, dev. Items, subst. Items pertaining to civil works.
- b. Knowledge of CPWD specification, works manual, basic IS codes, sequence of execution of original and maintenance works
- c. Knowledge of basic civil engineering. Preparation, understanding & interpretation of drawings.
- d. Basic knowledge of sanitary, water supply & sewerage system

- e. Knowledge of building materials, properties and its uses.

B. Processes

- Supervision and managing day to day activities pertaining to construction and maintenance of building in its services of campuses.
- Preparing proposal of works based on rule and standard engineering practice.
- Attending complaints from the users efficiently regarding building and services works.
- Maintain documentation for pre execution , during execution and post execution of the work as per slandered practice .
- Liaison with local bodies & concerned govt. departments.

C. Skills

- Computer skill (MS office)
- Preparation and checking of estimates, drawings, analysis of rates, extra items, dev. Items & substituted items, NIT.
- Checking survey reports, area calculations.

D. User Interface

- Language skills
- Communication skills
- Perseverance and patience in dealing with external agencies

Indicative weights

Domain Knowledge	50%
Processes	25%
Skills	25%

Sample Questions

- The first reading from a level station is
(a) Fore sight (b) Intermediate sight
(c) Back sight (d) Straight sight
- The shear reinforcement in a reinforced concrete beam is provided to resists
(a) bending moment (b) compression force
(c) diagonal compression (d) diagonal tension
- The diameter of longitudinal bars in a column should not be less than
(a) 8 mm (b) 10 mm (c) 12 mm (d) 16 mm
- As per IS : 456 – 2000, the minimum grade of concrete to be used in reinforced cement concrete is
(a) M5 (b) M10 (c) M20 (d) M25
- Spacing of stirrups in a simply supported rectangular beam is
(a) kept constant throughout the length of beam.
(b) decreased towards the centre of beam,
(c) increased at ends.
(d) increased towards centre of beam

6. Method used to make an estimate is
(a) thin wall and thick wall method (b) centre line method
(c) Both (a) and (b) (d) centre of gravity method
7. The most reliable estimate is
(a) Detailed estimate (b) Preliminary estimate
(c) Plinth-area estimate (d) Cube rate estimate
8. The trap used for an Indian water closet is called
(a) Gully trap (b) P-trap
(c) Intercepting trap (d) Anti-syphon trap

Part B: Administration/School/Centre Staff

1. Junior Executive

Job Description

A. Domain Knowledge

- a. File management protocols
- b. Formats of letters for official correspondence
- c. Finance and Audit procedures
- d. RTI laws and procedures
- e. Contract laws and procedures
- f. Office procedures, service rules, university management rules
- g. HR related rules and procedures
- h. General Financial Rules and other government rules relevant to the job

B. Processes

- a. Maintaining service books and personal files of the staff.
- b. Scrutinizing the Pay bill & Arrear bill as per norms.
- c. Scrutinizing the Income tax calculation of Staff and ensure TDS.
- d. Scrutinizing the TA/DA, LTC, Medical bills as per norms.
- e. To prepare comparative statements/ tenders/ quotations and monitor the purchase process & taking approval of the competent authority.
- f. Noting/drafting, case processing, providing support services in School/Divisions of posting and any other work assigned by the concerned reporting officer and the ability to ensure that given assignments are accomplished within the stipulated time frame.
- g. To assist in smooth conduct of audit (Internal/CAG/ELFA audit).
- h. Proper maintenance of office records.
- i. ERP interface
- j. Project administration
- k. Maintaining honorarium, records, minutes and other meeting related details

C. Skills

- a. Typing, data entry, record keeping
- b. Reading and comprehension of rules and official documents
- c. Good communication/ analytical skills.

D. User Interface

- a. To extend guidance to the Assistants/Junior Assistants in discharging their duties.
- b. To handle queries of faculty/ staff/ students and visitors.

Section-wise weights

Domain Knowledge	30%
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Processes	35%
Skills	35%

Sample questions: See at the end of the section.

2. Assistant

Job Description

A. Domain Knowledge

- a. File management protocols
- b. Formats of letters for official correspondence
- c. Audit procedures
- d. RTI laws and procedures
- e. Contract laws and procedures
- f. General Financial Rules and other government rules relevant to the job

B. Processes

- a. File management and *dak* management
- b. Record keeping, minuting of meetings
- c. Putting up files to reporting officer with precedents/facts, rule position, pointing out any mistake, incorrect statements of facts
- d. Summarising remarks on the notes portion of the file
- e. Preparing comparative statements/ tenders/ quotations and monitor the purchase process & taking approval of the competent authority.
- f. To dispose of RTI applications.
- g. Maintenance/management of records, Diary-dispatch, file movement, Leave Accounts, support services in noting/drafting/data processing in a computerized environment and any other work assigned by the concerned reporting officer.
- h. Initiation of simple notes and proposals
- i. ERP interface
- j. Entry of grades
- k. Maintenance of student, faculty and staff records
- l. Assisting faculty with research project administration
- m. Sending out simple notices and emails

C. Skills

- a. Good communication/ analytical/writing skills.
- b. Managing time and space effectively
- c. Well versed in Computer Typing in Hindi/English.

- D. User Interface**
a. Handling queries

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Indicative weights

Domain Knowledge	20%
Processes	40%
Skills	40%

Sample questions: See at the end of the section.

3. Assistant (Secretarial Services)

Job Description

A. Domain Knowledge

- a. Shorthand
- b. Different types of official letters and communications
- c. Protocols of minuting and record keeping
- d. Confidentiality protocols
- e. Government rules and procedures related to office management
- f. Overall knowledge of government rules and procedures

B. Processes

- a. Managing of appointments/ engagements;
- b. Attending to the telephone calls and receiving visitors;
- c. Maintaining the papers required to be retained by the officer;
- d. Record keeping, minuting, documentation, filing, other secretarial procedures relevant to government offices

C. Skills

- a. Typing, computing skills and familiarity with office management softwares
- b. Familiarity with data entry and data management softwares

D. User Interface

- a. Handling queries
- b. Managing appointments and schedules
- c. Front office management

Indicative weights

Domain Knowledge	35%
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Processes	30%
Skills	35%

Sample questions: See at the end of the section

4. Junior Assistant

Job Description

A. Domain Knowledge

- a. Registration of dak;
- b. Maintenance of Section Diary and File Movement Register;

B. Processes

- a. Maintenance of a list of residential addresses of the Staff
- b. ERP interface
- c. Data and record entry
- d. Maintenance of student attendance records
- e. Project administration and basic accounting
- f. Sending out notices to students
- g. Maintaining honorarium, records, minutes and related details for meetings

C. Skills

- a. Typing, scanning, photocopying, faxing, e-mailing etc.
- b. Basic familiarity with other office management software

D. User Interface

- a. To handle queries of faculty/ staff/ students and visitors

Indicative weights

Domain Knowledge	10%
Processes	40%
Skills	50%

Sample Questions for the following administrative posts (suitable level of difficulty may be applied based on the post):

1. Junior Executive
2. Assistant / Assistant (Secretarial Services)
3. Junior Assistant

On Domain Knowledge

1. Which of the following is not an Interest-free advance?
 - A. Leave Salary Advance
 - B. Advance of Pay on transfer
 - C. Advance in connection with legal proceedings
 - D. Advance for purchase of conveyance, i.e., motor car, scooter, etc.
2. Which of the following statement is not true about Festival advance?
 - A. Officials on EL/Maternity leave are eligible.
 - B. The festival advance is admissible twice in a financial year.
 - C. Officials on HPL or EOL at the time of payment are not eligible.
 - D. Non-Gazetted employees whose grade pay does not exceeds Rs. 4,800 are eligible.
3. Which of the following statements is not true about Children's Education Allowance?
 - A. In no circumstances more than two children of the employee is eligible for Children's Education Allowance.
 - B. For children with disabilities reimbursement will be at double the normal rate.
 - C. Both hostel and Children Education Allowance cannot be availed concurrently.
 - D. Reimbursement is made on the submission of original receipts on the basis of self-certification by the Government servant.
4. Which of the following activities are not considered objectionable for Government servants?
 - A. Exercising his right to vote secretly.
 - B. Speaking at meetings of political parties.
 - C. Seconding the nomination of a candidate in election.
 - D. To be a member of any political party or organization.
5. For Government employees working in cities/towns classified as 'Y' the HRA calculated as
 - A. 30% of Basic pay + NPA
 - B. 25% of Basic Pay + NPA
 - C. 20% of Basic Pay + NPA
 - D. 10% of Basic Pay + NPA
6. The procedure to be followed in purchase of goods beyond one lakh but within 25 lakhs
 - A. Local Purchase committee
 - B. Single tender enquiry
 - C. Limited tender enquiry
 - D. Open tender enquiry
7. 'Dak' include
 - A. Letter, telegram
 - B. E-mail
 - C. Wireless messages
 - D. All the above
8. Under CCS (Pension) rules the minimum notice period for voluntary retirement from service is
 - A. one month
 - B. two months
 - C. three months
 - D. No notice period required
9. The basis of determining DA to Govt. of India employees is:

- A. National Income
 - B. Per capita Income
 - C. Consumer Price Index
 - D. Standard of Living
10. If both husband and wife contribute to CGHS then parents of both may avail the benefits.
- A. True
 - B. False
11. Unmarried females can avail Maternity leave.
- A. True
 - B. False
12. A Government employee can change his Home Town only once during his entire service.
- A. True
 - B. False

5. MTS (Office Attendant)

Job Description

A. Domain Knowledge

- a. Office hierarchy
- b. Principles of hygiene and cleanliness
- c. Domain knowledge related to ITI qualifications, where relevant

B. Processes

- a. Making arrangements for teaching-learning activity, meeting/ seminar/ workshop, functions and events – arranging furniture, IT equipment, audio-visual equipment and other requirements.
- b. Carrying of files & other papers within the University.
- c. Delivering of dak (outside the University).
- d. Photocopying, sending of FAX etc.
- e. Assisting in routine office work like diary, dispatch etc., including on computer.
- f. Dusting of furniture, IT equipment, documents etc.

C. Skills

- a. Basic computer operations and data entry
- b. Photocopying, scanning
- c. Serving refreshments, routine maintenance of office equipment

D. User Interface

- a. Arranging water, refreshments etc.
- b. Handling queries of faculty/ staff/ students and visitors.

Sample questions for MTS (OA)

1. General awareness questions
2. Basic numeracy questions
3. Reading and comprehension questions

1. Junior System Administrator (IT)

Job Description

A. Domain Knowledge

- a. Configuration, maintenance and administration of Active directory, DC, DNS, DHCP, WSUS along patch management of different types of operating system and softwares, Group policies, centralised antivirus management, and end user IT equipments such as Desktop, Laptop, printers, scanner etc.
- b. Configure and install various network devices and services (e.g., routers, switches, firewalls, load balancers, VPN, QoS).
- c. Strong understanding and experience with Network protocols/services/technologies like OSI, TCP/IP, UDP, RIP, EIGRP, SSL, SIP, H.323, BGP, OSPF, IP Sec, SNMP, SMTP, PoP3, IMAP, NAT and MPLS.
- d. Assisting System and Network Administrators for designing new solutions
- e. Level II support for Linux and shell scripting

B. Process

- a. Creating & managing User (Unblock the user accounts, Reset the user password, Assign Group Policy for the users).
- b. Experience with network monitoring tools.
- c. Regular Network Switch backup and quality check of the backups
- d. Generate and provide report for % of Internet Coverage Month – wise for all the locations.
- e. Coordination with suppliers (computer hardware and software vendors) and company IT Personnel for activities ranging from installation to issue resolutions post- Installations.
- f. Conversant with Information Technology Infrastructure Library (ITIL) Framework.
- g. Second level support for ERP to end users.

C. Skills

- a. Network Administration
- b. Implementation and trouble shooting of networking switches and related issues in LAN and WAN.
- c. Configuration of IPBX and VOIP phones
- d. Handling faculty, staff and students query related to network and end user equipment issues.
- e. Any other duties assigned by the Director IT from time to time.

Section-wise weights

Domain Knowledge	50%
Processes	25%
Skills	25%

Sample Questions for IT Recruitment (suitable level of difficulty may be set based on the post)

1. Which process is responsible for eliminating recurring incidents and minimizing the impact of incidents that cannot be prevented?
 - a) Service level management
 - b) Problem management
 - c) Change management
 - d) Event management
2. The BGP AS number is mapped to which of the following?
 - a) Down bit
 - b) Tag field
 - c) Routing bit
 - d) None of the above
3. Which command do you use to view the VRF routing table?
 - a) show ip route vpn_name
 - b) show ip route vrf vpn_name
 - c) show ip route ipv4 vrf vpn_name
 - d) show ip vrf route vpn_name
4. Which one of the following is the right way of defining a function in PHP?
 - a) function { function body }
 - b) data type functionName(parameters) { function body }
 - c) functionName(parameters) { function body }
 - d) function functionName(parameters) { function body }

2. Junior Executive (IT)

Job Description

A. Domain Knowledge

- a. Configuration, maintenance and administration of Active directory, DC, DNS, DHCP, WSUS, Group policies, antivirus, patch and end user IT equipments such as Desktop, Laptop, printers, scanner etc.
- b. Configure and install LII network switches, and other IT equipments
- c. Understanding and experience with Network protocols/services/technologies like OSI, TCP/IP, UDP, RIP, SSL, SNMP, PoP3, IMAP SMTP and MPLS.
- d. Level I support for Linux and shall scripting

B. Process

- a. Install, upgrade, support and troubleshoot Enterprise Applications running on Microsoft Terminal Services
- b. Install, upgrade, support and troubleshoot Web Server related problems running on JBOSS, Tomcat, IIS, Web Sphere, etc.
- c. Interact with numerous computer platforms in a multi-layered client server environment.
- d. Monitor Stock Register / issue register of all IT equipments.
- e. Conversant with Information Technology Infrastructure Library (ITIL) Framework.
- f. Any other duties assigned by the Reporting Officer from time to time.

C. Skills

- a. Provide Level II Support for IT services to end users.
- b. First level support for ERP to end users.
- c. Configure and tune hardware and software to ensure optimum performance and resource utilization.
- d. Calls pertaining to VOIP phones.

Section-wise weights

Domain Knowledge	40%
Processes	30%
Skills	30%

Sample Questions for IT Recruitment (suitable level of difficulty may be set based on the post)**1. MySQL is**

- e) A Programming language
- f) A Programming language
- g) A technique for writing reliable programs
- h) A Relational Database Management System

2. What is the maximum number of IP addresses that can be assigned to hosts on a local subnet that uses the 255.255.255.224 subnet mask?

- a) 14
- b) 15
- c) 16
- d) 30

3. Which of the following services use TCP?

1.DHCP 2.SMTP 3.HTTP 4.TFTP 5.FTP

- a) 1 and 2
- b) 2, 3 and 5
- c) 1, 2 and 4
- d) 1, 3 and 4

4. Which of the following is private IP address?

- a) 12.0.0.1
- b) 168.172.19.39
- c) 172.15.14.36
- d) 192.168.24.43

5. Which process is responsible for eliminating recurring incidents and minimizing the impact of incidents that cannot be prevented?

- a) Service level management
- b) Problem management
- c) Change management
- d) Event management

3. Technical Assistant (IT)

Job Description

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A. Domain Knowledge

- a. IT Helpdesk Support for end users.
- b. Working knowledge of ERP (University Management System)
- c. Working knowledge of DC, DNS, DHCP, WSUS, antivirus, and support for First Level Support for Audio Visual equipments.
- d. Configure and install end user IT equipments such as Desktop, Laptop, printers, scanner related softwares etc.

B. Process

- a. He shall maintain IT service tickets and its workflow according to escalation matrix.
- b. He shall provide first level remote support to users and onsite support as and when required.
- c. IT Asset Management - He shall maintain the Ledgers of consumable and non – consumable items and such other stores of the IT Services Department.
- d. Conversant with Information Technology Infrastructure Library (ITIL) Framework.
- e. Any other duties assigned by the Reporting Officer from time to time.

C. Skills

- a. MS Office, back-office tools, Data Entry.
- b. Understanding of ERP workflow.
- c. Ensure desktop computers connectivity seamlessly with diverse systems such as file servers, email servers, application servers, and administrative systems.
- d. Diagnose and quickly resolve a wide range of Windows / Linux applications and networking problems to help minimize downtime.

Section-wise weights

Domain Knowledge	40%
Processes	40%
Skills	20%

Sample Questions for IT Recruitment (suitable level of difficulty may be set based on the post)

1. To view any currently running Terminate Stay Resident (TSR's) programs you could type:
 - a) Memory
 - b) MEM
 - c) SYS /M
 - d) Memmaker

2. A 25-pin female connector on the back of your computer will typically be:
 - a) Serial port 1
 - b) COM2 port
 - c) A parallel port
 - d) Docking

3. What is the netmask of the gateway interface in a sub-C network where only 14 hosts may exist and IP address of one of the hosts is 193.145.122.76?
- 255.255.255.224
 - 255.255.255.0
 - 255.255.255.240
 - 255.255.240.240
4. 'A cause of one or more incidents' is the ITIL definition of which of these terms?
- A known error
 - A workaround
 - A problem
 - A root cause

4. MTS (IT Lab)

Job Description

A. Domain Knowledge

- Setting up of all kinds of audio and video devices in classrooms and any other place as assigned by the seniors.
- Basic hardware (Desktops, Printers, scanners) preventive maintenance knowledge

B. Process

- Physical Maintenance of records of the Section/Unit.
- Upkeep of IT Labs and offices.
- Carrying of files & other equipments across campus and other Government Organizations as and when required.
- Assisting in routine office work like diary, dispatch etc., including on computer
- Any other duties assigned by the Reporting Officer from time to time.

C. Skills

- First Level support for Audio Visual equipments (Projectors, Mic, Speakers etc deployed across various classrooms and offices).
- Preventive maintenance of IT equipments
- Assist in user/hardware movement and branch relocations

Section-wise weights

Domain Knowledge	20%
Processes	50%
Skills	30%

Sample Questions for IT Recruitment (suitable level of difficulty may be set based on the post)

- 1. Which of the following is the fastest Intel Processor for desktops**
 - e) Intel Core i3
 - f) Intel Core i5
 - g) Intel Core i7
 - h) Intel Celeron

- 2. Which of the following is not an interface available on a desktop**
 - a) USB
 - b) PS/2
 - c) Rs232
 - d) Wifi

- 3. With respect to a network interface card, the term 10/100 refers to**
 - a) protocol speed
 - b) a fiber speed
 - c) megabits per seconds
 - d) minimum and maximum server speed

- 4. How many pins are there in VGA connector**
 - a) 9 pin connector
 - b) 13 pin connector
 - c) 15 pin connector
 - d) 19 pin connector

- 5. Which of these types of justification aligns text on both the right and left margins of a document?**
 - a) Balanced
 - b) Center
 - c) Right
 - d) Justify

Part D: Library Staff

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1. Junior Executive (Library)

Job Description

A. Domain Knowledge

- a. Acquisition of Print and eBooks
- b. Classification of books according to adopted classification scheme

B. Processes

- a. Subscription of Print and electronic Journals
- b. Users registration on Library Management software
- c. Maintain the usage statistics of print and electronic resources
- d. Periodically Stock verification
- e. Identifying information by categorizing, estimating, recognizing differences or similarities, and detecting changes in circumstances or events
- f. Regular backup of library software

C. Skills

- a. Preparation of Catalogue on Library Management software
- b. Maintain fine records
- c. Binding of loose issues of journals and damaged books
- d. Provide assistance to librarians in the maintenance of collections of books, periodicals, magazines, newspapers, audiovisual and other materials
- e. Other duties assigned by Librarian and Assistant librarian

D. User Interface

- a. Facilitate Inter Library Loan facility to users
- b. Supervision of Junior library staff
- c. Instruct patrons on how to use reference sources,
- d. Card catalogs, and automated information systems.
- e. Newspaper clippings related to university as well as related to higher education

Indicative weights

Domain Knowledge	20%
Processes	40%
Skills	40%

Sample Questions

1. Acquisition work in a library consists of-

- a. Selection, procurement & assessioning
- b. Procurement & checking
- c. Selection & procurement
- d. Checking & placing order

2. Three card system was proposed for-

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- a. Maintenance of reports
 - b. Maintenance of periodicals
 - c. Maintenance of books
 - d. Maintenance of standards
3. The main components of an RFID system include-
- a. RFID tags, readers or sensors, Antenna and server
 - b. Handheld Reader, RFID label printer, server and External book return
 - c. RFID label printer, sensors, antenna and server
 - d. RFID tags, server, external book return, sensors
4. How many Auxiliary tables are there in DDC 23rd Edition-
- a. 7
 - b. 8
 - c. 16
 - d. 6
5. Books lost from the library are known through-
- a. Accession register
 - b. Shelf list
 - c. Charging & discharging
 - d. Stock verification
6. Which is the most appropriate tool to make better use of information?
- a. Well qualified and experienced information professional
 - b. Experts in domain knowledge
 - c. Depth classification and indexing
 - d. Information technology
7. "Universities Handbook: India" is published by –
- a. University of Delhi
 - b. UGC
 - c. Ministry of Human Resource Development
 - d. AIU
8. _____ supplement the existing card catalogue and can be consulted for comprehensive searches.
- a. OCLC
 - b. OPAC
 - c. MEDLARS database
 - d. DIALOG
9. Linux is an example of-
- a. System software
 - b. Library software
 - c. Application software

d. All of the above

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2. Library Assistant

Job Description

A. Domain Knowledge

- a. Keeping up-to-date technically and applying new knowledge to the job.

B. Processes

- a. Enter and update patrons' records on Library Management Software.
- b. Process new materials including books, journals, newspapers, magazines audiovisual materials, and computer software.
- c. Sort books, publications, and other items according to established procedure and return them to shelves, files, or other designated storage areas.
- d. Duplicate checking of books before ordering them.
- e. Locate library materials for patrons, including books, periodicals, CD/DVD etc.
- f. Maintain records of items received, stored, issued, and returned, and file catalog cards according to system used.
- g. Reminders to users for due dates.

C. Skills

- a. Inspect returned books for condition and due-date status, and compute any applicable fines.
- b. Perform clerical activities such as filing, typing, word processing, photocopying and mailing out material, and mail sorting.
- c. Other duties assigned by senior staff time to time

D. User Interface

- a. Answer routine inquiries, and refer patrons in need of professional assistance to librarians

Indicative weights

Domain Knowledge	25%
Processes	40%
Skills	35%

Sample Questions

1. Technical section performs mainly two functions namely classification and
 - a. fills payment
 - b. cataloguing
 - c. accessioning
 - d. shelving

2. Shodhganga is a repository of

- a. E-resources
- b. E-theses
- c. E-Journals
- d. E-Books

3. A union catalogue is a unit of

- a. Holdings of a Single Library
- b. Holdings of a National Library
- c. Holdings of a special Library
- d. Holdings of a more than 1 Library

4. ISSN number is assigned by

- a. BIS
- b. NISCAIR
- c. RRRLF

5. Physical condition of the books should be properly maintained by the process of

- a. Organisation
- b. Collation
- c. Conservation
- d. Shelf-arrangement

6. Books misplaced on the shelves by readers are restored by the process of

- a. Shelving,
- b. Rectification,
- c. Stock Verification,
- d. Cataloguing

3. Junior Library Assistant

Job Description

A. Domain Knowledge

- a. Accessioning of books in accession register as well as in Library management software
- b. Stamping, pasting and bar-coding of books

B. Processes

- a. Maintain records of newspaper and magazines in excel sheets and in library software
- b. Locate library materials for patrons, including books, periodicals, CD/DVD etc.,
- c. Collection of due date fine and maintain the record

C. Skills

- a. Arrangement of magazines and journals

- b. Inspect returned books for condition and due-date status, and compute any applicable fines.
- c. Other duties assigned by line manager time to time.

D. User Interface

- a. Handle Circulation counter and keep record of everyday transactions of books and footfalls in library.
- b. Lend and collect books, periodicals, CD/DVDs, and other materials at circulation desks and arrange them according to their scheme.
- c. Help users to find out library resources, like showing how to search books on OPAC etc.
- d. Maintain the records of newspaper clippings

Indicative weights

Domain Knowledge	25%
Processes	40%
Skills	35%

Sample Questions

1. Accession Number means-

- a. Call Number of a book
- b. Class number
- c. Book Number
- d. Unique Number for a book inside a particular library.

2. ISBN is-

- a. Integrated Service Book Number
- b. International Standard Book Number
- c. Indian Standard Book Number
- d. None of the above

3. Orientation of Library users is a kind of

- a. Reference service
- b. Referred service
- c. CAS
- d. SDI

4. A Gazette gives information about

- a. Places of tourist interest
- b. History of places
- c. Official announcements and notifications
- d. Old records

5. Physical condition of the books should be property maintained. This is known as

- a. Collation
- b. Conservation
- c. Shelf-arrangement

d. Organization

6. Press clipping service is

- a. Abstracting service
- b. Long Range Reference service
- c. CAS
- d. Translation Service

4. MTS Library

Job Description

A. Processes

- a. Photocopying, of note sheets and other documents.

B. Skills

- a. Shifting of books and journals with in the library and between the campuses.
- b. Physical Maintenance of records of the Section/Unit.
- c. General cleanliness of library and bookshelves
- d. Other non-clerical work in the Section/Unit.
- e. Assisting in routine office work like diary, dispatch etc., including on computer
- f. Dusting of furniture etc.
- g. Any other work assigned by the superior authority.

C. User Interface

- a. Carrying of files & other papers within the campus and between the campuses.
- b. Delivering of dak (outside the building).

Indicative weights

Domain knowledge	20%
Processes	40%
Skills	40%

Sample Questions

1. Document copying related to

- a. SDI
- b. CAS
- c. Reprography
- d. Translation

2. Library open Access System is

- a. Open to all users to the stack room
- b. None is allowed to the stack room
- c. Partially allowed to the stack room
- d. None of these

3. The storage area for the various types of documents kept in a library is –

- a. Desks
- b. Stacks
- c. Tasks
- d. Racks

4. Shelf Rectification means

- a. Restoration of shelf order
- b. Shifting of misplaced books
- c. Weeding of the books from shelf
- d. None of these

5. Encyclopaedia is located in which section of a library?

- a. Circulation section
- b. Reference section
- c. Technical section
- d. Periodical section

6. OPAC stands for

- a. Online Public Access Catalogue
- b. Online programming and control
- c. Online programming and Analog catalogue
- d. Online processing and Automated indexing

Part E: Other Technical Staff

1. Technical Assistant: Mechanical and Materials

Job Description

A. Job Knowledge

- Knowledge of variety of techniques used in different materials like wood, metals, plastics etc and ability to provide guidance to students through demonstration and use of hand tools, machinery, equipment and processes
- Understanding of hand and machine processes of materials like wood, metals, plastics etc and openness to learn/explore new materials, processes and tools is expected to be a critical value.
- Familiarity with procurement procedures, purchase specifications and budget estimations

B. Processes

- Operate, maintain and repair various types of machinery & equipment pertaining to wood, metals, plastics etc.
- Overall upkeep of workshops, tools, material inventories. Workshop maintenance procedures and work environment.

C. Skills

- Ability to read, interpret and draw up design/production specifications and technical/engineering or design drawings
- Basic computer and CAD software familiarity machinery, tools and workshop maintenance
- Demonstrate the functions/operations of the hand tools, machinery & equipment, finishing, joinery, adhesives and how to handle the tools and working on various materials

D. User Interface

- Interaction, training and guidance to students as well as support to all related activities in the workshops to develop new prototypes, models and material explorations working with design students, artisans and faculty.
- Extending other assistance in projects and installations within university campus or at other locations.

Indicative weights

Domain Knowledge	35%
Processes	30%
Skills	35%

Sample questions

1. Identify the method of production for each of the products below:
 - i. Plastic water bottle
 - ii. Aluminium grill (Expanded)
 - iii. Wooden spatula
 - iv. Temple bell

- v. Metal trunk
2. Provide a budget estimate to make a Wooden Garden Bench OR Metal Ladder OR Mirror Cabinet. You may choose your own size and design. Please give a break up of costs.
3. Please name at least two methods of joining any three of the following materials/combinations:
 - i. Wood to Wood
 - ii. Wood to Plastic
 - iii. Wood to metal
 - iv. Metal to Metal
 - v. Metal to Wood
 - vi. Plastic to Plastic
4. Please name at least five main parts of a lathe.
5. Please explain safety measures and nature of maintenance required for a Pedestal Grinder.
6. Convert the following:
 - i. 3 inches = ___ millimetres
 - ii. 7.2 Square Meters = ___ Square Feet
 - iii. A piece of wood measuring 11' X 2' X 2'' = _____ Cubic Feet
7. Please draw a dimension drawing of a pencil.

2. Technical Assistant: Leather and Soft Materials

Job Description

A. Job Knowledge

- High degree of knowledge and proficiency in soft materials, textiles made-ups, leather goods and Footwear pattern making & construction, finishing processes in terms of typologies of products, materials and construction

B. Processes

- Maintenance of machinery, equipment and tools
- Overall upkeep of workshops, tools, material inventories and work environment

C. Skills

- Teaching ability to impart skills & knowledge of leather goods pattern making & construction, components, costing, processes materials in leather goods industry with the use of machinery and equipment
- Experimentation with new hand and machine processes of materials and openness to learn/explore new materials, processes and tools

D. User Interface

- Provide guidance to students through demonstration and use of machinery, equipment, leather & non leather materials & processes for sampling and prototyping and support of related activities

- Extend other assistance in projects and installations within university campus or at other locations

Indicative weights

Domain Knowledge	35%
Processes	30%
Skills	35%

Sample questions

1. Which leather will you use for following products:
 - a. Ladies Handbag
 - b. Pocket Wallet
 - c. Visiting Card Holder
2. Name different kinds of patterns used for leather goods production.
3. What is the difference between rivet and eyelet?
4. Name five different types of machines used in leather industry.
5. Name different types of stitching machines used in leather industry.
6. Which machine will you use to reduce thickness of leather?
7. What kind of safety precautions will you ensure for students while they learn to stitch on heavy duty leather stitching machine?

3. Studio Assistant

Job Description

A. Job Knowledge

- Knowledge of and proficiency in set-up and maintenance of electrical, mechanical and specialized equipment such as TV, Projector, stage lights, laptop, sound equipment, hard drives, camera and tripod etc.
- Knowledge of specialized computer operations like filing, archiving visual material and data and retrieval, basic video and photo editing
- Knowledge of basic accounting and filing procedures

B. Processes

- Preparing common spaces for events and functions
- Ensuring the studio space is clean at all times by supervising the cleaning staff
- Ensuring toilet supplies are adequately stocked
- Receiving, checking and storage of goods, supplies and technical equipment
- Proper maintenance and updation of technical equipment

- Maintaining a fixed assets register for the university's equipment and resources
- Maintaining library, studio and office resources
- Carrying out basic computation tasks like maintaining lists, print-outs and scanning
- Coordinating scheduling and time-tables of studios

C. Skills

- Basic technical skills such as video/ photo documentation, editing, archiving, lighting and sound set-up etc.
- Reading description, instructions and operating manuals of equipment and products
- Basic accounting skills
- Basic archiving/ filing skills

D. User Interface

- To supervise the work of sanitation staff
- To coordinate with the security staff for safe custody of University property and correct documentation of stores moving in/ out of the campus
- To coordinate with contractors working on site and facilitate access to spaces/ facilities
- To coordinate with faculty to facilitate arrangements for teaching learning activities
- To facilitate use of studio premises to the students for academic activities through time-tables and schedules

Indicative weights

Domain Knowledge	35%
Processes	35%
Skills	30%

Sample questions

1. What is the best way to ventilate a dance/performance studio?
2. What is the most effective way to mask transparent surfaces for performances?
3. What are the different kinds of tapes and markings to be used to set up a studio/ performance space?
4. What should be in a first aid box?
5. What are the first procedures to address performance related injuries?
6. What are the different kinds of stage lights and how do you use them?
7. What is the role of a dimmer board?
8. How do you install lights on a dimmer board?
9. How do you secure lights on a light grid?
10. Describe the ways to enhance the quality of projection.
11. What is the technical set-up required for a:
 - a) lecture
 - b) dance class
 - c) performance
12. How do you document different kinds of studio events?
13. What are the software required for basic audio/ video/ photo editing?

4. Staff Nurse

Job Description**A. Job Knowledge**

- Knowledge of and proficiency in nursing procedures and services for outdoor and indoor patients
- Stock keeping and medical stores maintenance
- Biomedical waste management guidelines and protocols

B. Processes

- Preparation of diet schedules
- Safe custody of clinic linen, crockery, cutlery, utensils, surgical and medical appliances, furniture and dead stock
- Safe custody of hazardous / poisonous items
- Maintenance of all records and registers pertaining to the ward/clinic
- Case history and report writing

C. Skills

- Checking vital parameters like Pulse, Blood Pressure, Respiration etc.
- Simple procedures like collection of samples starting IV line, catheterisation etc.
- Sterilisation of all instruments and dressings
- Supervision of the work of group 'D' staff
- Medical crisis and emergency management skills

D. User Interface

- Courtesy, care and help to the patient and visitors
- Ability to work with youth

Indicative weights

Domain Knowledge	30%
Processes	35%
Skills	35%

Sample questions

1. What is the most common site of myocardial infarction?
 - A) Posterior wall of left ventricle.
 - B) Anterior wall of right ventricle.
 - C) Posterior wall of right ventricle.

- D) Anterior wall of left ventricle.
2. Which is the primary organ for metabolism of drugs?
- A) Kidneys
 - B) Liver
 - C) Pancreas
 - D) Intestines
3. At what frequency is Vitamin A supplementation given to children from 1-6 years of age?
- A) 3 months
 - B) 6 months
 - C) One year
 - D) 8 months
4. Which organ regulates the body temperature?
- A) Kidneys
 - B) Lungs
 - C) Skin
 - D) Hypothalamus
5. Megaloblastic anaemia is caused by?
- A) Vitamin B12 and folate deficiency
 - B) Protein deficiency
 - C) Iron deficiency
 - D) Vitamin C deficiency
6. How many calories are there in one gram of fat?
- A) 10 calories
 - B) 5 calories
 - C) 9 calories
 - D) 4 calories
7. Low protein diet is ordered for patients with which of the following diseases?
- A) Anaemia
 - B) Acute nephritis
 - C) Burns
 - D) Gastritis
8. While instilling ear drops, the ear canal of an adult is straightened by pulling the Pinna:
- A) Down & back
 - B) Up & back
 - C) Straight down

- D) Straight back
9. What does the window period in HIV indicate?
- A) Time between infection and onset of symptoms.
 - B) Time between infection and maximum multiplication of the causative organism.
 - C) Time period between infection and detection of antibodies.
 - D) None of the above.
10. What is the purpose of measuring a Radial Pulse?
- a. To assess vascular status of limbs
 - b. To gather information about heart rhythm and pattern of beats
 - c. To assess heart's ability to deliver blood to the extremities
 - d. All of the above

Part F: Horticulture Staff

I. Garden Supervisor

Job Description

A. Domain Knowledge

- a. Deep knowledge and experience of all aspects of gardening, landscaping and horticulture
- b. Awareness of health & safety requirements and sustainability concerns in gardening and horticulture
- c. Strong familiarity with various plant species and their properties
- d. Landscaping and outdoor layout design skills in consonance with different soil, slope and micro-climatic conditions
- e. Knowledge of organic and chemical pest control for various species
- f. Knowledge of horticultural supply markets in Delhi
- g. Knowledge of horticulture and gardening related events and competitions in Delhi

B. Processes

- a. Store keeping and inventory management for horticulture equipment
- b. Advanced awareness of horticulture purchase procedures, including market survey, coordination with vendors, billing and reimbursement procedures
- c. Writing applications for fund release, purchase of material, repair and maintenance etc
- d. Maintenance of leave records and performance appraisals for horticulture staff

C. Skills

- a. Planting, transplanting, creating and managing nurseries, soil cultivation, digging, forking, mulching, watering, raking, weeding, edging, pruning, seed sowing, bed preparation and planting, landscaping etc.
- b. Creating and enforcing schedules, multi-tasking across activities and campuses
- c. Team-building, leadership and capacity building of gardening staff
- d. Enthusiasm, fitness and capability of heavy manual work in all weather conditions

D. User Interface

- a. Coordination with Estate Division for regular activities and for special events requiring plant-based decoration
- b. Admin Division for purchases,
- c. Students during training in urban farming, green gift shop and other projects pertaining to gardening
- d. Faculty for green gift shop and other urban farming projects
- e. Sanitation staff for regular maintenance, special events etc.

Indicative weights

Domain Knowledge	40%
Processes	40%
Skills	20%

Sample questions: See at the end of the section

2. MTS (Mali)

Job Description

A. Job Knowledge

- a. Knowledge and experience of all aspects of gardening, landscaping and horticulture
- b. Familiarity with various plant species and their properties
- c. Knowledge of organic and chemical pest control for various species
- d. Planting and transplantation techniques for flowers, shrubs, trees and lawns
- e. Familiarity with fertilizing, trimming and watering requirements for various plant species
- f. The use and maintenance of hand tools and light machinery like lawnmowers, trimmers, leaf blowers etc.

B. Processes

- a. Store keeping and inventory management for horticulture equipment
- b. Basic awareness of horticulture purchase procedures, including market survey and coordination with vendors

C. Skills

- a. Adjustments of mower height, quality of cut etc.
- b. Oil level checks and check for damage to manual, diesel operated and electrical lawn mowers
- c. Familiarity with proper storage, cleaning and maintenance of equipment, machinery and horticulture consumables
- d. Ability to use manual and mechanical equipment related to horticulture, including basic repairs of lawn mower, trimmers, brush cutter, hedge cutters, chainsaw, wheelbarrow, rickshaw etc
- e. Ability to maintain gardens, thoroughfares, open areas and footpaths
- f. Ability to work hard, follow schedules and multi task
- g. Self-motivation, team-work skills, enthusiasm, fitness and capability of heavy manual work in all weather conditions

D. User Interface

- a. Smooth interaction with Estate Division for regular activities and for special events requiring plant-based decoration
- b. Students during training in urban farming, green gift shop and other projects pertaining to gardening
- c. Faculty for green gift shop and other urban farming projects
- d. Sanitation staff for regular maintenance, special events etc.

Indicative weights

Domain Knowledge	20%
Processes	40%
Skills	40%

Sample questions

गार्डन सुपरवाइज़र एवं माली के परीक्षा के लिए सवाल) उदहारण के लिए (

प्रश्न १ : इनमें से कौन सा औज़ार बागवानी में काम नहीं आता:

- क (खुरपा
- ख (फावड़ा
- ग (सब्बल)
- घ (फ्लावर कटर

प्रश्न २ : इनमें से कौन से फूल का पौधा सर्दी के मौसम में नहीं लगाया जाता?

- क (फ्लोक्स
- ख (वर्बिना
- ग (सूरजमुखी)
- घ (सन्त्रेरिया

प्रश्न ३ : सर्दी के मौसम में खिलने वाले फूलों का पौधा कौन से महीने में बोया जाता है) बीजारोपण?(

- क (१५ सितंबर से अक्टूबर के महीने में)
- ख (मार्च और अप्रैल के महीने में)

प्रश्न ४ : इनमें से कौन से फूलों के पौधे गर्मी में नहीं लगाए जाते हैं ?

- क (जीनिया
- ख (सदाबहार
- ग (पेटूनिया
- घ (सिलोचिया

प्रश्न ५ : गर्मी में खिलने वाले फूलों के पौधों के बीज कब बोये जाते हैं ?

- क (मार्च)
- ख (दिसंबर)

प्रश्न ६ : गुलाब की कटिंग किस महीने में की जाती है?

- क (अक्टूबर)
- ख (जून और जुलाई)

प्रश्न ७ : गुलदावरी कब लगाई जाती है ?

- क (जून और जुलाई में)
- ख (दिसम्बर)

प्रश्न ८ : इनमें से कौन सा पेड़ ऐसा है जिसमें फूल नहीं आता है :

- क (जैकरंडा

ख (गुलमोहर)
ग (कचनार)
घ (अशोक)

प्रश्न ९ : इनमें से कौनसा पौधा बेल नहीं है?

क (जूही)
ख (मधुमालती)
ग (सप्तपर्णी)
घ (जाकोमिनिसिया)

प्रश्न १० : इनमें से कौन सा पौधा बरसात के मौसम में नहीं लगाया जाता ?

क (गमफरिना)
ख (बालसम) गुलमेहेंदी(
ग (संत्रेरिया)
घ (अमरंधस) चौलाई

प्रश्न ११ : गुलाब पर ग्राफ्टिंग किस मौसम में की जाती है ?

क (दिसम्बर और जनवरी)
ख (जून और जुलाई)

प्रश्न १२ : घास लगाने के लिए मैदान को कैसे तैयार करते हैं ?

उत्तर : सबसे पहले ज़मीन की खुदाई कीजिये फिर उसमें से खरपतवार, मलबा और पत्थर निकाल कर ज़मीन को बराबर कीजिये। फिर उस के ऊपर खाद की परत बिछाइए और एक बार फिर उसकी खुदाई कीजिये। आखिर में उसको बराबर कीजिये और उसके ऊपर घास बोइये या घास का कार्पेट बिछा दीजिये।

प्रश्न १३ : इनमें से कौन सा पौधा श्रब) झाड़ी (के रूप में नहीं लगाया जाता ?

क (जटरोपा)
ख (गुडैल) Hibiscus)
ग (हिमेलिया)
छ (पलाश) टेसू (

प्रश्न १४ : इनमें से कौन सा पेड़ या पौधा खुशबू नहीं देता ?

क (हरशृंगार)
ख (अमलतास)
ग (मोतिया)
घ (रात की रानी)

प्रश्न १५ : इनमें से कौन सा पौधा आयुर्वेद में दवाई) औषधि (की तरह नहीं इस्तेमाल किया जाता :

क (दुरंडा)
ख (ब्राह्मी)

ग (अश्वगंधा)
घ (एलो वेरा)

प्रश्न १६ : गुलाब के लिए लगभग कितनी गहरी क्यारी खोदी जाती है?

क (३ फुट या उससे ज्यादा)

ख (२ फुट से कम)

ग (१ फुट और २ फुट के बीच में)

घ (१ फुट से कम)

प्रश्न १७ : घास की जड़ें लगभग कितनी गहराई तक होती हैं ?

क (१ से १.५ इंच)

ख (०.५ फुट)

ग (१.५ फुट)

घ (इनमें से कोई नहीं)



Dr. B. R. Ambedkar University Delhi

Minutes of the 20th Meeting of the Establishment Committee of the University held on 16th July, 2018 (Monday) at 2.00 PM at the India Habitat Centre, Lodhi Road, New Delhi

The 20th Meeting of the Establishment Committee (EC) of Dr. B. R. Ambedkar University Delhi (AUD) was held on the 16th of July, 2018 at 2.00 PM at the India Habitat Centre, Lodhi Road, New Delhi. The following were present at the meeting:

- | | |
|--|------------------|
| 1. Professor Shyam B Menon
Vice-Chancellor | Chairperson |
| 2. Dr Kiran Datar
Nominee of the Board of Management | Member |
| 3. Professor Sitansu S. Jena
Dean, School of Vocational Studies | Member |
| 4. Professor Praveen Singh
Dean, Planning | Member |
| 5. Professor Asmita Kabra
Registrar (Officiating) | Member Secretary |

Special Invitees

6. Professor Jatin Bhatt, Pro-Vice Chancellor-I & Member, Board of Management
7. Professor Salil Misra, Pro-Vice Chancellor-II & Member, Board of Management

Professor Honey Oberoi Vahali, special invitee, regretted her inability to attend the meeting.

At the outset, the Vice Chancellor extended a warm welcome to the Members and the Special Invitees of the Establishment Committee (EC).

The Establishment Committee deliberated on the following agenda items:

1. **Confirmation of the Minutes of the 19th Meeting of the Establishment Committee held 30th May, 2018 at the Annexe, India International Centre, Lodhi Road, Delhi**

Resolved to confirm the Minutes of the 19th Meeting of the Establishment Committee held on 30th May, 2018 at the Annexe, India International Centre, Lodhi Road, Delhi, as circulated on 28.06.2018.

2. **Action Taken on the Minutes of the 19th Meeting of the Establishment Committee held on 30th May, 2018 at the Annexe, India International Centre, Lodhi Road, Delhi**

a. **Resolved** to note the Action Taken on the Minutes of the 19th Meeting of the Establishment Committee held on 30th May 2018

b. As a matter arising out of the ATR, **resolved the following:** The University shall prepare a detailed note through an in-house exercise which among other things will document practices followed in other similar institutions on the matter of applicability of the Maternity Benefit (Amendment) Act, 2017 to female employees, most of whom are on contract for a period of one year, and those engaged through outsourcing. This detailed note shall be presented to the Board of Management for its consideration. The note shall be accompanied by a status update on the steps taken so far by AUD in seeking directions from various departments of the GNCT of Delhi on the matter. It was further **resolved** that the University in the meanwhile will follow up once again appropriately with the concerned Departments of the GNCT of Delhi.

3 **Consideration of the report of the committee created by the EC and chaired by Prof. A.R. Khan to consider various representations received from non-teaching staff**

The report of the Khan Committee (Annexure – 1) was tabled before the members and was deliberated upon extensively. The EC **resolved as follows** in the case of the representations received from various employees of AUD:

- a. Dr. Lokesh Garg, Deputy Registrar: The members agreed with the Khan Committee's recommendation and **resolved** that the request dated 09.12.2017 for absorption in AUD at the post of Deputy Registrar in AUD cannot be acceded to.
- b. Dr. Sunita Tyagi, Assistant Registrar (Coordination): The members agreed with the Khan Committee's recommendation and **resolved** that the request dated 19.12.2017 for absorption in AUD cannot be acceded to.
- c. Mr. B. Mallesha, Assistant Registrar (Governance and VCO): The members agreed with the Khan Committee's recommendation and **resolved** that the request dated 13.11.2017 for considering his candidature for the post of Deputy Registrar in AUD for which he has applied in response to AUD Advt. No. 06/HR/2017 cannot be acceded to.
- d. Shri Brajesh Kumar Gupta, Assistant: The members noted the Khan Committee's observation that as per the extant Recruitment Rules of the University, the eligibility criterion for promotion to the post of Junior Executive in GP 4200 is Assistant with 10 years regular service in AUD. The Khan Committee noted that for cadres like Assistant Registrar and Deputy Registrar, the experience in regular service at other institutions is counted for purposes of promotion. Thus, not extending the same benefit to lower cadres creates an anomaly and cause for grievance. The criterion of 10 years of regular services in AUD as qualifying service for the purpose of promotion also poses a discouragement for all those candidates who join the University in a particular grade with several years

of regular services in the same grade in their previous organizations and are desirous of promotion to the next grade.

The Khan Committee therefore strongly recommended that the Board of Management should consider changing this criterion in the AUD Recruitment Rules for all posts, such that the requisite years of regular service in any comparable government institution at the required scale and with the required qualifications should be considered as eligibility criterion for promotion to the next level at AUD. The EC **resolved** to recommend this to the Board of Management for its consideration and approval.

- e. Shri Ajay Kumar Thakur & Shri Subhash both Junior Executives in GP 4200: The members **agreed** with the Khan Committee's endorsement of AUD's decision to seek approval from the GNCTD for financial upgrading of Junior Executive Cadre from GP 4200 to 4600 after obtaining concurrence from Finance Division of AUD.
- f. Shri Puneet Goel, Assistant Registrar: The members deliberated upon the Khan Committee's recommendations on two matters relating to Mr. Goel:
 - i. On his request for granting of GP 6600 w.e.f. 19.07.2014 on fulfilling the minimum eligibility criteria for attaining the senior scale, the members noted that while AUD's Recruitment Rules (RRs) of 2016 have made provision for adopting the MHRD/ UGC regulations for service conditions of the Assistant Registrar and Deputy Registrar cadres, the RR's of 2016 do not specify the procedure to be followed for implementation of these regulations. Accordingly, the Establishment Committee **directed** that the matter be sent back to the HR Division to formulate appropriate guidelines regarding procedure, and place them before the EC for consideration.
 - ii. On the matter of Mr. Goel's request for pay protection, the members resolved to **endorse** the Khan Committee's recommendation that since the pay protection has already been approved by the Competent Authority, and since no new material has come to light indicating that the previous decision was not as per procedure, therefore the matter may be disposed of in favour of the original decision of the University.
- g. Shri Pankaj Kumar, Technical Officer (on Contract): The members agreed with the Khan Committee's recommendation on the request dated 02.04.2018 for absorption in AUD and **resolved** that the request cannot be acceded to.

ITEMS TO NOTE

- 4.1 To report decision regarding protection of pay extended to Shri Puneet Goel, w.e.f. the date of his appointment as Assistant Registrar in Ambedkar University Delhi.

Noted

- 4.2 To report relieving of Shri Puneet Goel, Assistant Registrar w.e.f. 18.06.2018 (A/N) on lien for a period of two years, who has joined IIT Ropar as Deputy Registrar

Noted

- 4.3 To report joining of Shri Dinesh Taneja as Director, IT Services on regular basis in AUD w.e.f. 06.06.2018

Noted

- 4.4 To report EOL granted to Shri J. Ernest Samuel Ratnakumar, Controller of Finance, for a period of three months w.e.f. 05.06.2018

Noted

- 4.5 To report confirmation of Shri Ashutosh Kumar, System Administrator after completion of probation period, subject to ratification by Board of Management

Noted

- 4.6 To report extension of contractual tenure of Shri Praveen Bhatt, System Administrator, engaged on long-term contractual basis against vacant post of System Administrator

Noted

- 4.7 To report the extension of contractual tenure of officers/ staff retired from autonomous body/ government organizations as Consultant/ Jr. Consultant on contractual basis against vacant non-academic positions

Noted

- 4.8 To report extension of contractual tenure of the employees working in Campus Development Division

Noted

- 4.9 To report casual engagement of support staff on daily wages on the approved rates of the Department of Labour, Govt. of NCT of Delhi to meet exigencies of services in AUD Kashmere Gate, Karampura, Rohini and Dheerpur Campuses


Noted

- 4.10 To report the relieving of the non-teaching who have left the University on completion of contractual tenure

Noted

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


20/7/18
(Asmita Kabra)
Registrar


(Shyam B. Menon)
Vice-Chancellor

Dr. B.R. Ambedkar University DelhiMinutes

The Establishment Committee in its 18th Meeting held on 05.02.2018 constituted the following Committee vide notification No.AUD/1-12(1)/2016/EC/396dated02.04.2018 to examine all the representations received from various non-teaching staff members, and to submit its recommendations to the Competent Authority in a time-bound manner:

- (i) Professor A. R. Khan (IGNOU) – Chairperson
- (ii) Shri Ram Dutt (Registrar, Central University of Haryana) – Member
- (iii) Professor Lawrence Liang – Member

Professor Asmita Kabra, Registrar (Officiating) assisted the Committee in its deliberations.

2. The Committee met on 07.04.2018 to deliberate on all the representations received from various non-teaching staff members. The Committee met again on 17.06.2018 on the directions of the Establishment Committee, which asked the subcommittee to give more expansive minutes that summarize the plea made by each employee and note in detail the rule position and analysis underlying its decisions. Prof. Lawrence Liang regretted his inability to attend the meeting on 17.06.2018.

The deliberations and recommendations of the Committee are as follows:

(i) **Case No.1: Dr Lokesh Garg, Deputy Registrar (on Deputation)**

The Plea: The Committee noted the request dated 09.12.2017 from Dr Lokesh Garg, Deputy Registrar (on Deputation) for absorption in AUD at the post of Deputy Registrar in AUD. Dr Garg has made the following pleas in support of his representation:

- a. Excellent performance in all tasks assigned to him during his stint at AUD, including tasks performed over and above the regular ones associated to his job profile
- b. Widespread experience in positions held prior to joining AUD, with strong testimonials of support from Reporting and Reviewing Officers and high scores in performance appraisals

Rule Position/Analysis: The Committee noted that Dr Garg was appointed as Deputy Registrar in AUD on deputation from DTU w.e.f. 01.03.2017 for a period of one year extendable on performance basis. This appointment was against a regular post of Deputy Registrar, but the post was not advertised but instead was filled on nomination basis. Nominations for the post were invited from various Universities/ Higher Education Institutes, and interviews were conducted by a duly appointed Statutory Selection Committee. The Committee noted that Dr Garg's was the only application received for the post. The Selection Committee in its minutes had recommended the appointment of Dr Garg on deputation with the caveat that he will not have any claim for permanent absorption in AUD. The Committee noted that as per

standard deputation rules, absorption is permissible only if the post is duly advertised and selection is made by a duly constituted Statutory Selection Committee.

Recommendation: In view of the above, the Committee felt that the request of Dr. Lokesh Garg dated 09.12.2017 cannot be acceded to. However, Dr Garg may be advised to apply for the post of Deputy Registrar on direct recruitment basis through open competition, for growth of his career prospects.

(ii) **Case No.2: Dr. Sunita Tyagi, Assistant Registrar (on Contract)**

The Plea: The Committee noted the request dated 19.12.2017 of Dr. Sunita Tyagi, Assistant Registrar (on Contract) for absorption in AUD. Dr Tyagi has made the following pleas in support of her representation:

- a. When her period of deputation at AUD came to an end, due to family commitments in Delhi she resigned from her post at Hindu Girls College (HGC), Sonapat and accepted a lower post at AUD. Due to delay in framing of Recruitment Rules at AUD, she was unable to compete at AUD for a post appropriate for her qualifications and experience.
- b. She has performed excellently in all tasks assigned to her in various capacities at AUD, and has rapidly moved from Technical Assistant in the IT Division to AR (Coordination) in the Office of the Pro Vice Chancellor.
- c. She has performed tasks and undertaken responsibilities equivalent to the post of Assistant Registrar, both at AUD and at HGC, Sonapat.
- d. She has completed more than 5 years of contractual service at AUD and is therefore eligible to appear before a Departmental Promotion Committee (which is empowered to absorb a long-term contractual employee on regular basis).

Rule Position/Analysis: The Committee noted that Dr Tyagi was initially appointed as Technical Assistant (IT) at AUD w.e.f. 30.08.2011 in GP 2800 on deputation from Hindu Girl College (HGC) Sonapat. In her parent department at HGC Sonapat, she was working as Lab Technician. She was further appointed as Junior Executive (on Contract) on a consolidated remuneration of Rs.20,000 w.e.f. 10.01.2014. Subsequently, she was appointed as Assistant Registrar (on contractual basis) w.e.f. 12.02.2014 for a period of three years, extendable for another two years. Dr Tyagi is presently in the fifth year of her contractual appointment as Assistant Registrar, and her term would expire on 11.02.2019.

The Committee noted that AUD rules governing Promotional opportunities and Career path for long-term contractual employees (Report of the Recruitment Rules Review Committee, section 10.5(d), as accepted in the 19th meeting of the Board of Management held on 19.04.2016) specify that:

"If a long term contractual employee has successfully completed his/her five year contract, a Departmental Promotion Committee (DPC) will evaluate the candidate's performance towards the completion of initial contract period and the DPC may recommend any of the following:

- i. *To absorb the employee on regular basis against the direct recruitment quota at the same level provided he/she was appointed through a due selection process on the recommendations of a Statutory Selection Committee subject to reservation rosters."*

The Committee noted that the rule above specifies that absorption can be considered by the DPC only after completion of five years of work at the same level in which absorption is being sought. The Committee noted that Dr Tyagi will complete her five year contractual tenure at the post of Assistant Registrar on 11.02.2019.

With regard to the plea that she has performed tasks and undertaken responsibilities equivalent to the post of Assistant Registrar both at AUD and at IIGC Sonapat, the Committee was of the view that relevant experience shall be reckoned on the basis of the actual post held by an employee and the scale of pay attached to that post. The question of performance in that post and the nature of responsibilities undertaken should be taken into account for the purpose of performance appraisal and other incentives (wherever permissible), but not towards work experience for a higher post.

Recommendation: In view of the above, the Committee after detailed deliberations was of the opinion that Dr Tyagi's request dated 19.12.2017 cannot be acceded to. The Committee suggested that an appropriate decision may be taken by the University with regards to future engagement of Dr Sunita Tyagi on completion of her contractual tenure of five years in 2019, on the basis of the approved rules for promotional opportunities and career path for long-term contractual employees. The Committee further recommended that Dr Sunita Tyagi may be advised to apply for the post of Assistant Registrar on direct recruitment basis through open competition for growth of her career prospects.

(iii) Case No.3: Shri B. Mallesha, Assistant Registrar

The Plea: The Committee noted the request dated 13.11.2017 of Shri B. Mallesha, Assistant Registrar for considering his candidature for the post of Deputy Registrar in AUD for which he has applied in response

to AUD Advt. No. 06/HR/2017. Mr Mallesha has made the following pleas in support of his representation:

- a. His work experience of 2 years and 20 days as Administrative Office-cum-Lecturer at St. Stephen's College, Narayanguda, Hyderabad, should be taken into account in addition to his four years of experience as AR in AUD towards his eligibility for the post of DR.
- b. At his previous job as Research Assistant at the Dr Ambedkar Foundation, he was in a lower pay scale (PB 2, Scale 9,300- 34,800 with GP 4,200) for a period of nearly 16 years. However, his tasks and responsibilities were equivalent to or higher than the post of Assistant Registrar. He has provided testimonials from his Reporting and Reviewing Officers at the Ambedkar Foundation, in support of this claim.

Rule Position/Analysis: The Committee noted that Shri B. Mallesha was appointed as Assistant Registrar in AUD w.e.f. 01.05.2014 on deputation from Dr. Ambedkar Foundation, Ministry of Social Justice & Empowerment, Govt. of India). He was later absorbed in AUD w.e.f. 16.07.2016 (AN) in the post of Assistant Registrar in GP 5400. The Committee noted that the University advertised two posts of Dy. Registrar (UR-02) vide AUD Advt. No.06/HR/2017 dated 17.08.2017 with the following essential qualifications:

- A. Master's Degree with 55% marks or its equivalent grade of 'B' in the UGC seven point scale.
- B. Nine years of experience as Assistant Professor in the Academic Grade Pay (AGP) of Rs.6000/- and above with experience in educational administration. **OR** Comparable experience in research establishment and/or other institutions of higher education **OR** 5 years of administrative experience as Assistant Registrar or in an equivalent post.

The Committee scrutinized the application submitted by Shri B. Mallesha for the post of Deputy Registrar in response to Advt. No.06/HR/2017 and noted the following with regard to the essential qualifications required at (B) above for the post:

- a. Teaching experience can be counted towards eligibility only if it has been acquired at an institution of higher education recognized by the UGC and is at the stipulated Grade Pay and qualifications. Shri. Mallesha does not possess nine years of experience as Assistant Professor in the Academic Grade Pay (AGP) of Rs.6000/- and above.
- b. Comparable experience in a research establishment and/or other institutions of higher education refers to comparability to (a) above in terms of the post held and Grade Pay drawn. Shri Mallesha does not possess comparable experience in the relevant GP of 6000 and above.
- c. Shri Mallesha does not possess five years of administrative experience as Assistant Registrar or in an equivalent post.

None

With regard to the plea that he has performed tasks and undertaken responsibilities equivalent to or higher than the post of Assistant Registrar at his previous post, the Committee reiterated the view that relevant experience shall be reckoned on the basis of the actual post held by an employee and the scale of pay attached to that post. The question of performance in that post and the nature of responsibilities undertaken should be taken into account for the purpose of performance appraisal and other incentives (wherever permissible), but not towards work experience for a higher post.

Recommendation: In view of above, the Committee after detailed deliberations was of the opinion that the request of Shri B. Mallesha dated 13.11.2017 cannot be acceded to.

(iv) Case No.4: Shri Brajesh Kumar Gupta, Assistant

The Plea: The Committee noted the requests dated 05.09.2017, 14.12.2017, & 19.01.2018 of Shri Brajesh Kumar Gupta, Assistant for promotion in Junior Executive/ GP 4200 w.e.f. the date of his joining, i.e. 28.11.2011. Shri Brajesh Kumar Gupta has made the following pleas in support of his representation:

- a. He joined AUD in November 2011 as Data Entry Operator in GP 2400 after 11 years of service at the same GP at Purvanchal University Jaunpur. He was subsequently absorbed permanently at AUD in April 2016 at the same GP.
- b. He has cited and provided copies of a series of D&OPT Office Memoranda which allow for counting of past service for seniority to seek promotion to the post of Junior Executive in GP 4200.

Rule Position/Analysis: The Committee noted that Shri Brajesh Kumar Gupta was appointed as Assistant, AUD on deputation from VBS Purvanchal University, Jaunpur w.e.f. 28.11.2011. He was later absorbed in AUD w.e.f. 19.04.2016 (AN) in the post of Assistant. Shri Brajesh Kumar Gupta has not completed 10 years of regular services in AUD, but his total service including the years of service at his previous institution is more than 10 years.

As per the extant Recruitment Rules of the University, the eligibility criterion for promotion to the post of Junior Executive in GP 4200 is Assistant with 10 years regular service in AUD. The Committee noted that for cadres like Assistant Registrar and Deputy Registrar, the experience in regular service at other institutions is counted for purposes of promotion. Thus, not extending the same benefit to lower cadres creates an anomaly and cause for grievance. The criterion of 10 years of regular services in AUD as qualifying service for the purpose of promotion also poses a discouragement for all those candidates who

join the University in a particular grade with several years of regular services in the same grade in their previous organizations and are desirous of promotion to the next grade.

Recommendation: In view of the above and after detailed deliberations, the Committee found that Shri Brajesh Kumar Gupta is not fulfilling the eligibility criteria for promotion as per the Recruitment Rules of the University. The Committee strongly recommended that the Board of Management should consider changing this criterion in the AUD Recruitment Rules for all posts, such that the requisite years of regular service in any comparable government institution at the required scale and with the required qualifications should be considered as eligibility criterion for promotion to the next level at AUD.

(v) Case No.5: Shri Ajay Kumar Thakur & Shri Subhash both Junior Executives in GP 4200

The Plea: The Committee noted the request dated 01.02.2018 of Shri Ajay Kumar Thakur and Shri Subhash, both Jr. Executives in GP 4200, for granting GP 4600 in their post. In support of the plea, the two employees have cited the GNCTD Office Order No. 57, dated 03.02.2015, wherein the Grade-II (DASS) cadre of Delhi Government has been granted the GP of 4600 w.e.f. 01.01.2006.

Rule Position and Analysis: The Committee noted that Shri Ajay Kumar Thakur and Shri Subhash were initially appointed as Junior Executives in GP 4200 on deputation basis w.e.f. 20.06.2012 (AN) and 30.08.2012 (AN) respectively. They were later absorbed w.e.f. 20.04.2016 (FN) in the post of Junior Executive GP 4200 in AUD.

The Committee noted the contents the GNCTD Order No. 57 dated 03.02.2015 wherein the Grade II (DASS) cadre of GNCTD was granted the GP of Rs. 4600 w.e.f. 01.01.2006 in accordance to Ministry of Finance, Govt. of India OM dated 16.11.2009. However, GNCTD vide Circular No.F.No.20/06/2016/S-I/Lit./3401 dated 21.10.2016 clarified that the Order No. 57 dated 03.02.2015 was exclusively for (DASS) Cadre and Steno Cadre employees which are organized cadres of GNCTD and are not applicable for the staff of PSUs/ Local Bodies/ Grant-in-aid Institutions/ Autonomous Bodies/ Commissions/ Corporations etc. under GNCTD. However the GNCTD Circular further clarified that *organizations intending to give the similar Pay Structure/ Financial up gradation to its employees may decide the issue on its own, in consultation with Finance Department and with due approval of the competent authority.*

The Committee noted that Ambedkar University Delhi (AUD) has Junior Executive Cadre in GP 4200 which is corresponding in pay scale, duties and responsibilities & educational and other qualifications to the Grade II (DASS) cadre of GNCTD. It further noted that *the case for financial upgrading of Junior Executive Cadre from GP 4200 to 4600 has already been initiated by AUD for seeking approval from the*

Amw

GNCTD after obtaining concurrence from Finance Division of AUD on the guidelines of GNCTD circular dated 21.10.2016.

Recommendation: The Committee endorsed the action of AUD in this regard and recommended that the proposal may be sent for approval of the Finance Department of GNCTD at the earliest.

(vi) Case No.6: Shri Puneet Goel, Assistant Registrar

The Plea: The Committee noted the request dated 27.03.2018 of Shri Puneet Goel, Assistant Registrar in GP 5400, for granting of GP 6600 w.e.f. 19.07.2014. Shri Puneet Goel has made the following plea in support of his representation:

- a. He was appointed as Assistant Registrar in AUD on regular basis w.e.f 10.12.2013 through open competition.
- b. His total work experience at the post of Assistant Registrar is more than 8 years.
- c. The MHRD letter No.1-7/2015-U.II (2) dated 02.11.2017, Clause 3(v) stipulates that Assistant Registrar and equivalent posts shall be eligible for the higher Level 11/ GP 6600 after 8 years of service provided they have participated in two training programmes on Education Administration (each of approximately four weeks duration), and provided their performance appraisal reports are as per the benchmark scores/ grades in UGC regulations/ guidelines.

Rule Position/Analysis: The Committee noted that vide Clause 9 of the recommendations of the Recruitment Rules Review Committee (which were duly adopted in the 19th meeting of the Board of Management held on 19.04.2016), AUD has adopted the MHRD/ UGC regulations for service conditions of the Assistant Registrar and Deputy Registrar cadres. The Committee noted that the extant Recruitment Rules of AUD stipulate the following revised criteria for grant of senior scale to Assistant Registrars:

"Assistant Registrars and equivalent posts shall be eligible for the higher Grade Pay of Rs.6600 within the Pay Band of Rs.15600-39100 after 8 years of service provided, they have participated in two training programmes on Education Administration, each, of approximately four weeks' duration and their performance appraisal reports are consistently satisfactory.

The higher Grade Pay of Rs.6600/- shall be restricted, as at present, in the case of promotion to senior scale of these posts, to 50% of total strength of Assistant Registrars or their equivalent grades."

The Committee noted that Shri Puneet Goel's work experience is as below:

- i. Administrative Officer in ICAR in GP 5400 w.e.f. 19.07.2006 to 10.10.2010
- ii. Assistant Registrar in IIT Mandi in GP 5400 w.e.f. 11.10.2010 to 11.11.2012
- iii. Assistant Director (Admin) in NIOS Noida in GP 6600 w.e.f. 12.11.2012 to 09.12.2013




iv. Assistant Registrar in Ambedkar University Delhi in GP 5400 w.e.f. 10.12.2013 till date. Therefore Mr. Puneet Goel has eight years of experience in GP 5400, and he has also attended two training programmes of total duration of twelve weeks during the period 2006 to 2014. The Committee also noted (in view of the stipulation that this scheme is to be restricted to 50% of total strength of Assistant Registrars or equivalent grades) that there are no other Assistant Registrars who are eligible for grant of senior scale of GP 6600 at present.

The Committee also noted that the matter of pay fixation of Mr Puneet Goel was again referred to the Chairperson by the Pro Vice Chancellor Prof. Jatin Bhatt vide his noting dated 4th May 2018 on page 41 of the personal file of Mr. Puneet Goel. This was in response to observations on Mr. Goel's personal file by the DR Academic Services (dated 26th April 2018) and the Controller of Finance (dated 1st May 2018). These observations called into question the pay fixation of Mr. Puneet Goel that was duly approved by the Competent Authority.

Recommendation:

- a. After detailed deliberations, the Committee recommended that Shri Puneet Goel's request for grant of senior scale of GP 6600 may be acceded to, in view of his fulfilling the eligibility criteria laid down in AUD's extant Recruitment Rules.
- b. The Committee also recommended that since Mr. Goel's request for pay protection has already been approved by the Competent Authority, and since no new material has come to light indicating that the previous decision was not as per procedure, therefore the matter may be disposed of in favour of the original decision of the University.

vii. Case No.7: Shri Pankaj Kumar, Technical Officer (on Contract)

The Plea: The Committee noted the request dated 02.04.2018 of Shri Pankaj Kumar, Technical Officer engaged on contractual basis in the Planning Division, for absorption in AUD. Shri Pankaj Kumar has made the following pleas in support of his representation:

- a. He possesses 17 years of work experience at the Centre for Environmental Management of Degraded Ecosystems (CEMDE), University of Delhi. This was a Centre for Excellence of the Ministry of Environment and Forests, Government of India, where he had extensive experience of administrative, financial and technical matters.
- b. He is seeking that this experience be counted towards his regular absorption at the level of Assistant Registrar at AUD.

Rule Position/Analysis: The Committee noted that Shri Pankaj Kumar was appointed as Technical Officer on contractual basis directly by AUD w.e.f. 19.04.2017 for a period of six months against a

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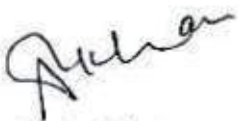
sanctioned vacant post of Assistant Registrar. His contract at AUD was extended on 19.10.2017 for another six months for assisting the Planning Division with the tasks related to the Decennial Review of AUD and for other work in the Planning Division. The previous work experience of Mr Pankaj Kumar was as Technical Assistant in GP 2800 in the Centre for Environmental Management of Degraded Ecosystems (CEMDE), University of Delhi from August 2000 to March 2015, and further as Technical Officer in GP 5400 against a project post in the Centre for Environmental Management of Degraded Ecosystems (CEMDE), University of Delhi from April 2015 to March 2017. His short-term appointment at AUD was not on the basis of an open advertisement, nor was it through a Statutory Selection Committee.

Recommendation: In view of the above and after detailed deliberations, the Committee was of the view that the request of Shri Pankaj Kumar cannot be acceded to as he does not meet the laid down conditions for absorption in AUD. However, Shri Pankaj Kumar may be advised to apply for the post of Assistant Registrar through open competition for growth of his career prospects. Further, the Committee recommended that if the University wishes to extend Shri Pankaj Kumar's short-term contract in view of exigencies of work, it may consider offering him a one-year contract instead of a six-month contract, albeit on the same terms and conditions as he is presently receiving.

3. The meeting ended with vote of thanks to the members.

(Lawrence Liang)


(Ram Dutt)


(A. R. Khan)



F. No. AUD/Gov./CPCR/2018

19 July 2018

NOTIFICATION

Subject: Re-constitution of an **Advisory Committee** for Centre for Psychotherapy and Clinical Research (CPCR), Ambedkar University Delhi

The Vice Chancellor, in his capacity as Chairperson of the Board of Management (BoM) of the Ambedkar University Delhi (AUD), in terms of the Clause 6 of the Statute 12B (Centres for Studies and Research) of the amended First Statutes of the University, is pleased to **re-constitute** an **Advisory Committee** for the **Centre for Psychotherapy and Clinical Research** (CPCR), AUD, with the following:

i. Prof. Sudhir Kakar Chairperson, Psychoanalyst with Writer Pulwado Pequeno Benaulm, Goa	Chairperson
ii. Prof. Ashis Nandy Senior Fellow, Centre for the Study of Developing Societies, Delhi	Member
iii. Shri Harsh Mander, Centre for Equity Studies (CES), Delhi	Member
iv. Dr. Amit Sen, Child and Adolescent Psychiatrist, Delhi	Member
v. Dr. Jhuma Basak Associate Professor, NSHM Institute of Media & Design, Kolkata	Member
vi. Dr. R. Raghuram, Abhaya Hospital, Bangalore	Member
vii. Prof. Ashok Nagpal, School of Human Studies, AUD	Member
viii. Prof. Krishna Menon, School of Human Studies, AUD	Member
ix. Prof. Rachana Johri, School of Human Studies, AUD	Member
x. Prof. Suchitra Balasubrahmanyam, School of Design, AUD	Member
xi. Dr. Anup Kumar Dhar, Director, Centre for Development Practice, AUD	Member
xii. Shri Surajit Sarkar, Coordinator (Programmes), CCK, AUD	Member
xiii. Prof. Honey Oberoi Vahali, Director, CPCR, AUD	Member Secretary

2. Constitution of the above Advisory Committee is subject to ratification by the Board of Management of the University.

3. The Advisory Committee is expected to advise the CPCR and supervise its activities subject to the overall supervision of the Academic Council and the Board of Management of the University.

4. The term of non ex-officio Members of the Advisory Committee shall be for a period of three years from the date of this Notification.

REGISTRAR

Copy to:

- i. Chairperson and Members of the Advisory Committee (by name)
- ii) Director, CPCR
- iii) Office of the Vice Chancellor
- iv) Office of the Pro-Vice Chancellor-I / Pro-Vice Chancellor-II
- v) All Deans of Schools / Directors of Centres
- vi) Office of the Registrar / the Controller of Finance
- vii) Webmaster with a request to upload this Notification on AUD's intranet
- viii) Notification File/ Guard File/ Office Copy/ Concerned File



NOTIFICATION

Subject: Constitution of an **Advisory Committee** for the **Centre for Research Methods (CRM)**, Ambedkar University Delhi

The Vice Chancellor, in his capacity as Chairperson of the Board of Management (BoM) of the Ambedkar University Delhi (AUD), in terms of the Clause 6 of the Statute 12B (Centres for Studies and Research) of the amended First Statutes of the University, is pleased to constitute an **Advisory Committee** for the **Centre for Research Methods** (formerly known as Centre for Social Science Research Methods), with the following:

- | | | |
|-------|---|------------------|
| i. | Professor N. Jayaram, Formerly with Tata Institute of Social Sciences, Mumbai and Former Editor of Sociological Bulletin | Chairperson |
| ii. | Professor T.S. Saraswathi, Formerly with Department of Child Development, Maharaja Sayaji Rao University, Baroda | Member |
| iii. | Dr Ram Manohar Reddy, Former Editor, Economic and Political Weekly | Member |
| iv. | Professor Ashwani Saith, Professor Emeritus, Institute of Social Studies, The Hague, The Netherlands and also Visiting Professor to AUD | Member |
| v. | Professor P.M. Kulkarni, Former Professor, Centre for the Study of Regional Development, JNU | Member |
| vi. | Dr. Jyotirmoy Bhattacharya, Associate Professor, School of Liberal Studies, AUD | Member |
| vii. | Professor Anup Kumar Dhar, Director, CDP, AUD | Member |
| viii. | Professor Chandan Mukherjee
Director, Centre for Research Methods, AUD | Member |
| ix. | Professor N. Nakkeeran, Professor (Public Health), AUD | Member Secretary |

2. The Vice Chancellor also approves the change in the nomenclature of Centre for Social Science Research Methods (CSSRM) to Centre for Research Methods (CRM). Constitution of the above Advisory Committee is subject to ratification by the Board of Management of the University.

3. The Advisory Committee is expected to advise the CRM and supervise its activities subject to the overall supervision of the Academic Council and the Board of Management of the University.

4. The term of non ex-officio Members of the Advisory Committee shall be for a period of three years from the date of this Notification.

REGISTRAR

Copy to:

- i) The Chairperson and Members of the Advisory Committee (by name)
- ii) Director, CRM
- iii) Office of the Vice Chancellor
- iv) Office of the Pro-Vice Chancellor-I / Pro-Vice Chancellor-II
- v) All Deans of Schools / Directors of Centres
- vi) Office of the Registrar / the Controller of Finance
- vii) Webmaster with a request to upload this Notification on AUD's intranet
- viii) Notification File/ Guard File/ Office Copy/ Concerned File



AMBEDKAR UNIVERSITY DELHI

MINUTES OF THE FIRST MEETING OF THE PROTO-PLANNING BOARD HELD ON 26 SEPTEMBER 2017 IN THE SEMINAR HALL – I, KAMLA DEVI COMPLEX AT THE INDIA INTERNATIONAL CENTRE, LODHI ROAD, NEW DELHI

PRESENT

- | | |
|---|------------------|
| 1. Professor Shyam Menon
Vice Chancellor, AUD | Chairperson |
| 2. Professor A. R. Khan
School of Social Sciences, IGNOU | Member
Member |
| 3. Professor N. Jayaram
Head, Centre for Research Methodology | |
| 4. Professor Pankaj Chandra
Vice Chancellor, Ahmedabad University | Member |
| 5. Professor Praveen Singh
Dean, Planning, AUD | Member |
| 6. Professor Salil Misra
Pro Vice Chancellor II, AUD
(Member of Academic Council) | Member |
| 7. Professor Asmita Kabra
Registrar, AUD | Secretary |

Special Invitees

1. Professor Sanjay Sharma, Dean, Student Services, AUD
2. Professor Chandan Mukherjee, Professor, SLS, AUD
3. Professor Geetha Venkatraman, Professor, SLS, AUD
4. Mr. Samuel Ernest. J, Controller of Finance, AUD
5. Ms. Nidhi Kaicker, Deputy Dean, Planning Division, AUD
6. Dr. Rohit Negi, Assistant Professor, SHE, AUD

Also in attendance were:

1. Mr. B. Mallesha, Assistant Registrar, VC Office and Governance, AUD
2. Ms. Bindu Nair, Assistant Registrar, Student Services, AUD
3. Ms. Anshu Singh, Assistant Registrar, Planning and Public Relations, AUD
4. Mr. Pankaj Kumar, Technical Officer, Planning Division, AUD
5. Ms. Richa Shrivastava, Research Assistant, Planning Division, AUD

Professor S.R. Hashim (Member, Board of Management), Professor Jatin Bhatt (Member, Board of Management), Professor A.K. Sharma (Member of Academic Council) regretted their inability to attend the meeting.

At the outset, the Vice Chancellor extended a warm welcome to all the Members of the Board and the Special Invitees. The members noted that the Board of Management in its 22nd meeting held on 2 August 2017 had resolved the Constitution of the Proto-Planning Board till such time a statutory Planning Board is duly constituted under the Statutes of the University.

The Proto-Planning Board's deliberations were as follows:

1. Report on the nine years of AUD (2008-2017)

A brief report on the nine years of AUD was presented. The Board noted the milestone and resolved to recommend the following:

- (i) The University should cater to students from Government schools. Courses / programmes could be offered in a blended and modular manner, to cater to a larger and diverse population. The offering can be made unique if some programmes are integrative in nature. A programme in craft, for example, can involve expertise from history, sociology, design, etc.
- (ii) There is a need to establish one unit in the Planning Division to carry out need appraisal or demand survey of courses which could be offered by the Schools. This unit should tap the need and translate it in the form of input for required course modifications. There may also be some short-term programmes centered on research methods and techniques. This will also be a good revenue generator.
- (iii) On diversifying funding, it was said that a Section 8 company would be a good idea to hold endowments and income in the form of shares. The Act of the University allows us to invest in market and mutual funds.
- (iv) The University should also encourage faculty to take up more research. Although, the University is offering seed money for research projects, the uptake is not enough. Besides seed fund, AUD also offers a start-up grant. Any faculty member can apply for these grants and receive the fund. Perhaps incentives in terms of funds should be given to even write a good proposal. This will help with library work, workshops, etc.
- (v) The University must set-up a well functioning Career Cell and an Alumni Cell.
- (vi) AUD may also think about starting executive training programmes which may be offered in the evenings or during holidays. The Executive training programmes to augment contemporary professional skills in multiple fields will be mutually beneficial for both the University and the people. These could be in areas of Corporate Social Responsibility (CSR), Sustainability, Water, Ecology, etc. Academics should not get involved with the survey/need assessment and marketing part of programme. Trained professionals should carry this out and communicate with the academic team who would then go on to design the courses. A Centre for Professional and Continuing Education could be created to facilitate Schools to offer such courses.
- (vii) There should be 2nd line of leadership in the University. Efforts may be made for creating a buffer to fill specific positions of Deans with less academic responsibilities.

2. Roles and responsibilities of the Planning Board

After detailed deliberation, the members resolved that there is need to ensure that overlapping and confusion are avoided between the roles and responsibilities of the Planning Board and other statutory bodies like Academic Council. Academic Council will be responsible for the micro level processes and implementation led by the broad directions provided of the Planning Board.

It was suggested that the role of the Planning Board should be (i) to generate ideas about structure, rules and norms to facilitate smooth functioning and quality enhancement of all academic and administrative activities, programmes and functions of the University, (ii) To generate ideas about new teaching-learning processes which will combine the lectures, tutorials, seminars, demonstrations, self-studies and collective practical projects. The Proto-Planning Board should indicate broad areas of studies on the basis of inputs and accordingly give suggestions to the Schools. The Board should help the Schools to find out potentialities and success of new areas of studies. The Planning Division should act as Secretariat for Proto-Planning Board for need survey, projection of job opportunities, etc. Other responsibilities of Proto-Planning Board may be to project enrollment, requirement of new faculties, etc. It should also ensure that review of programmes should happen every five years and a University-level review every ten years.

The members further resolved that status of the Proto-Planning Board will be that of a statutory body.

The Board resolved that the revised draft roles and responsibilities of the Planning Board be placed before the Proto-Planning Board in its next meeting.

3. Proposed 3 Year Action Plan (2017-20)

Due to paucity of time the item could not be discussed and it has been deferred for the next meeting.

4. Proposed Vision document 2030.

Due to paucity of time the item could not be discussed and it has been deferred for the next meeting.

5. Decennial review of AUD and instituting a regular evaluation and review mechanism

The members noted that AUD has earlier carried out a Mid-Term Review (MTR) in 2012-13 and underwent the NAAC accreditation process in 2014. The MTR was at the level of the University with more focus was on the undergraduate programme. The members welcomed the proposal to institute a comprehensive review of the University and its units, especially because it has entered into its tenth year. The idea is to create an institutional memory that can be built on.

The decennial review may be something that can inform the new set of leadership and provide future directions to the University. After detailed deliberations, the Board resolved to recommend the following:

- (i) Since the main idea of this process is to help plan the future of the University, it should be called 'Future Directions', instead of 'Decennial Review'. The review / assessment of existing programmes, processes and practices will inform and be part of the larger goal.
- (ii) Programmes should be reviewed every five years and University-wide review should be carried out every ten years. This may be built-in into the system.
- (iii) Overall institutional review may be clearly separated from programme reviews or evaluations. Otherwise programme review tends to get diluted. To have synergy between the institutional review and the programme review, few members may be part of both the review committees. The nature of the review must be non-threatening.
- (iv) Schools should have ownership in the review process. The broad structures and mandate of the programmatic review should be arrived at in consultation with the programme / School teams. The review should start with the first few programmes launched in 2009 and 2010. The review of other programmes can continue even after the end of the institutional review.
- (v) The University may seek memoir-like accounts from individuals involved in the journey of the University over the years. These can be a part of the decennial review as separate chapters.
- (vi) Review system may be a confidential process; everything may not be in public domain.
- (vii) Workshops involving senior administrators may also be conducted. Eminent educationists like Deane Neubauer and other experts like Dr Arun Maira may facilitate these workshops.
- (viii) As the university grows and expands, ways of governance needs to be evolved. The role of the Deans will become crucial. IIM Ahmedabad is an ideal example of delineating the rules and procedures in detail. The Deans may be oriented about the duties, responsibilities and expectations of deanship.

6. Development of a Financial model for the University

The members noted that AUD aims to have a financial model that goes beyond a complete dependence on grant-in-aid.

The members suggested that alternative ways of raising funds for the University be sought. One of the areas where the University may invest its efforts is continuing education, especially for professionals who are in the middle of their career. There is a demand for training and new skill development by such individuals and the University may tap this target market. There is a need to set up a Centre for Continuing and Professional Education, which is adequately staffed with people who undertake need assessment for programmes, selling and marketing activities and coordination of programmes. These professionals may liaison

between clients / market and academics that can focus on designing of the curriculum and delivery. Delhi offers a significant catchment area, and AUD may also offer programmes that are integrative in nature, and exploits the expertise from many Schools, such as in Crafts, Corporate Social Responsibility, Sustainability, Social Entrepreneurship, Healthcare Management, translation etc. These programmes would yield revenue that not only covers the cost of the programmes, but also leaves a surplus for the University. The mode of delivery for such programmes has to be different from the regular programmes – using blended approaches, offering evening programmes etc.

Another consideration was to create an Endowment, with rate of replenishment equal to inflation + 1%. All the income should be placed in separate endowment, and AUD should spend mostly from GIA. We should be ready for any unforeseen circumstance if the Government wants to liquidate the corpus. Moreover, the Act of the University allows us to invest in market, so hiring a professional investment manager may be a good idea. The investment manager may be entrusted with the task of raising capital from external sources such as donors, philanthropic organizations, crowd funding activities, etc, and also investing the proceeds (surplus) to get the best returns. A position of Fund Raising Manager / Consultant at the level of a Professor (Grade Pay of Rs. 10,000) may be created. The University can also receive donations in the form of shares as well. AUD can either set up a Section 8 Not-for-Profit company for this purpose with the clause that the funds can be used only for specific activities at AUD, or use the existing one – ACIIE – which serve a dual purpose.

The members also recommended that on research funding, AUD should make efforts towards encouraging faculty to raise funds for research, and also providing support and training in terms of writing quality research proposals, research methods and techniques, etc. through workshops. In fact, this could also be an area as part of continuing education, and a good revenue generator. The successful experience with the workshop for English School Teachers by the Centre for English Language Education (CELE) provides a good precedent.

The revised financial model will be placed before the Board in the next meeting.

7. Ratification of the decision of the Vice Chancellor in approving the Institutional Development Plan submitted for RUSA funding.

The Board resolved to ratify the decision taken by the Vice Chancellor in approving the Institutional Development Plan (IDP) for RUSA funding, vide Appendix The Board also noted that the idea behind IDP document had been to get a sense of where the Schools and units are in terms of the vision.

The RUSA document identifies three key areas for action:

- Issues of access and equity i.e. not attracting enough students from disadvantaged backgrounds.

- Promoting excellence in higher education (i) Teaching development (ii) Possibility of study leaves and sabbaticals and (iii) PhD fellowships (Currently the university provides fellowships to all its research scholars regardless of JRF. RUSA has been asked to supplement in this regard)
- Deepening relationship with the City of Delhi.

The meeting ended with a vote of thanks.

Sd/-
(Professor Asmita Kabra)
Registrar (Offg.)

Sd/-
(Professor Shyam B. Menon)
Vice Chancellor

अम्बेडकर विश्वविद्यालय दिल्ली



Ambedkar University Delhi

**MINUTES OF THE FIRST (ADJOURNED) MEETING OF THE PROTO-PLANNING BOARD,
THURSDAY, 12 APRIL 2018, SEMINAR HALL-II, KAMALA DEVI COMPLEX, INDIA
INTERNATIONAL CENTRE, NEW DELHI**

PRESENT

1. Professor Shyam Menon Vice Chancellor, AUD	Chairperson
2. Professor A.R. Khan School of Social Sciences, IGNOU	Member
3. Professor Parsuraman Former Director, TISS	Member
4. Professor A.K. Sharma (Member of Academic Council)	Member
5. Professor Salil Misra Pro Vice Chancellor II, AUD (Member of the Academic Council)	Member
6. Professor Jatin Bhatt, Pro Vice Chancellor I, AUD (Member, Board of Management)	Member
7. Professor Praveen Singh Dean (Planning), AUD	Member
8. Professor Asmita Kabra Registrar, AUD	Secretary

Special Invitees

1. Professor N. Jayaram
2. Ms. Manasi Thapliyal Navani, Deputy Dean (Planning), AUD

Professor Pankaj Chandra could not attend the meeting.

Also in attendance were:

1. Mr. B. Mallesha, Assistant Registrar, VC Office and Governance, AUD
2. Ms. Bindu Nair, Assistant Registrar, Student Services, AUD
3. Ms. Anshu Singh, Assistant Registrar, Planning and Public Relations, AUD
4. Mr. Pankaj Kumar, Technical Officer, Planning Division, AUD
5. Ms. Richa Shrivastava, Research Assistant, Planning Division, AUD
6. Ms. Radhika Aggarwal, Research Assistant, Planning Division, AUD

The agenda for the meeting included:

1. Confirmation of the minutes of the first meeting of the Proto-Planning Board held on 26.09.2017.
2. Consideration of the proposed draft on roles and responsibilities of the Planning Board, including the Draft Statute of the Planning Board
3. Consideration of the proposed 3-year Action Plan (2017-20)
4. Consideration of the 7-year Strategic Plan for 2017-18 to 2023-24
5. Consideration of the Vision Document 2030
6. Consideration of Proposed Structure of Planning Division

The Vice Chancellor welcomed all the members present. It was shared that in the process of instituting the Planning Board a greater organic connection between the various authority bodies of the University was envisaged. It was noted that the Planning Board minutes, unlike the minutes of other Authority Bodies of the University, should reflect not just the decisions taken but effectively document the deliberations as well.

The Proto-Planning Board's deliberations were as follows:

Discussion on Item No. 1/PPB(2)/12.04.2018

The deliberations began with a review of the minutes of the first meeting of the Proto Planning Board and an update on the Action Taken in the interim on the recommendations made during the first meeting.

Discussion on the Action Taken Report:

- a. In the first PPB meeting a discussion on the Decennial Review process was initiated. Since then three parallel review processes have been initiated: The Decennial Review (DR); the Undergraduate Studies Review (UGR); and the Programme Review of select academic programmes. Committees for each of these review processes have been constituted. The DR and UGR Committees have met the different constituents and stakeholders of the University during January 2018-April 2018. The DR Committee has completed meeting all the stakeholders (which includes faculty of all Schools, senior management team, core management team, students, alumni, administrative staff, all the divisions of the University across campuses and meeting with the senior level officers of the Government) in April 2018.
- b. Reformulation of the proposal for the name of the Decennial Review Committee Report was recommended.
- c. Members observed that the Planning Board/Division could bring together teams from different Schools and formulate a Programme of Action for the implementation of the DR Committee recommendations. This team should engage with the programmatic implications of the DR recommendations and articulate the changes needed, either through formulation of new statutes, structures, and processes or, through changes in the existing ones. A joint meeting of the AC/Court/BoM was proposed to discuss the recommendations of the DR Committee in June.

- d. Professor Jayaram shared his reflections on the discussion with the senior bureaucrats of the government during the DR Committee's interaction with them. He emphasised the need to formalise the commitments made by the present government to AUD. While the Karampura and Lodhi Road Campuses have been formally allocated to AUD, attempt should be made to get government's commitment and formal allocation of the Kashmere Gate Campus space to AUD on a permanent basis.
- e. Professor Menon shared another aspect of the discussion with the bureaucrats about the government's concerns with the University taking care of part of its operational expenditures. Unlike the Professional Institutions that are expected to also raise funds for capital expenditures, social science universities like AUD have the government's commitment to supporting the entire capital expenditure. AUD, however, would be expected to generate part of the operational expenditure in the near future.

While the AUD team shared with the bureaucrats that the fee component is approximately 14 per cent of the operational costs and that an annual 5 per cent escalation was inbuilt into the AUD fee structure, the bureaucrats expressed apprehension about the escalation rate not compensating for the inflation rate. Suggestion was made to AUD to review its fee policy to address this concern.

These observations from the government functionaries reflect the likely scenario for public financing of higher education in India. Even when government may totally finance capital expenditure, generating part of the operational expenditure would require the University to create structures for mobilising funds and resources, as well as acquisition of the know-how of management of the campuses.

- f. Professor Parsuraman emphasised the need for AUD to identify areas that should be completely supported by the government. The quantum of support for research for instance should be 100 per cent from the government. AUD should endeavour to create a costing structure in such a manner that the marginalised are supported. At present, about 30 per cent of the students enrolled get full or partial fee waivers. The dilemma around supporting research scholars through scholarships instituted by the University itself was shared. It was felt that supporting all the candidates could lead to a reduction in the intake of candidates in research programmes, thus restricting access to research. An alternate model to support research scholars should therefore be explored.
- g. The Dean Planning shared that the Institutional Development Plan ratified by the Planning Board in September 2017 has been submitted to the DHE.

Discussion on Agenda Item No. 2: The draft role and responsibilities of the Planning Board (Draft Statutes of the Planning Board)

- a. The Proto-Planning Board deliberated on the draft statutes for the Planning Board. The revisions recommended by the Members have been incorporated in the revised statutes at Appendix 1.

- b. It was discussed that the Planning Board is an independent authority body of the University in itself and it cannot or need not be constituted by another body.
- c. The members observed that while the Planning Board cannot be expected to undertake the academic audit of the programmes, it ought to be the primary sounding board for new ideas—anchoring the possibilities of imagining new scenarios for the University. This body should have the power to review good practices elsewhere and recommend ways and means of adaptation of these good practices to the University.
- d. Members emphasised on the need for the University to make use of emergent opportunities. The role of the Planning Board, it was observed, becomes critical in this context. While the current leadership of Schools may be unable to build upon emergent opportunities, initiatives may need to be undertaken at the Planning Board level for incubation of new ideas. Leadership continuity and constant dialogues across the spectrum of University community become critical in this context.
- e. It was observed that the Planning Board would function through its various sub committees, including standing committees. This should involve the University community in various capacities in order to ensure that planning process takes place in an organic manner.
- f. A major difference in the nature of Planning Board and the Academic Council as authority bodies of the University was discussed. It was observed that this difference lay in the fact that the Planning Board by its very mandate is expected to undertake radical and audacious thinking in anticipation of AUD's future needs and reforms. Members observed that while the planning exercise itself should not jettison existing norms and practices, it would require a certain degree of flexibility for sustaining experiments as well.
- g. It was observed in this context that while dialogue is essential, internal discussions and decision-making could not be on the basis of majority vote in an academic context. Academic leadership has to be prepared for making and promoting unpopular choices and pushing what is not deemed as essential from the majority's vantage point.
- h. An apprehension was expressed about the streamlining processes being adopted by the various authority bodies. It was felt that the Standard Operating Procedures laid out by bodies like the Academic Council may in some instances obstruct discussion and implementation of new ideas. It was observed that the University is at a stage in its life where new ideas need to be nurtured. Even though uneven application of rules may be a dilemma for the administration, yet they are critical to facilitate a meaningful growth trajectory for the University. New proposals for academic programmes, for instance would need similar kind of iterations and flexibility that all the older programmes of AUD had the privilege to experience, in order to flourish. Yet, it was observed that the difference in perceptions within the community in this context would need acknowledgement and dialogue.
- i. It was observed that a certain tension was inbuilt into the way the functioning of the two bodies (the Planning Board and the Academic Council) have been envisaged. For a

rigorous and dynamic academic environment, this tension, it was observed, would be imminently desirable.

Discussion on Item No. 3: Proposed 3-year Action Plan

- a. The 3-year Plans for the Lodhi Road Campus and the Karampura campus were discussed in the meeting. It was observed that the Planning Board might like to take cognisance of the focus on different kinds of concentrations for the undergraduate programmes proposed for the Karampura Campus. The proposal for creating UG programmes that are organically linked with the postgraduate programmes on offer in a campus was discussed and approved. These programmes would entail all schools and different faculty groups to contribute and take responsibility of running the theme based programmes in a manner that is different from the current practices.

The plan for the programmatic expansion for the Karampura Campus was in principle approved by the Board.

- b. The Board advised that a consultative workshop be organised for planning the 4-year integrated BA-BEd undergraduate programme for the Lodhi Road Campus. It was further observed that to run a 4-year undergraduate teacher education programme, the University would need to put together at Lodhi Road the combined infrastructure of an Arts college and Teacher Education College.
- c. The academic staff recruitment process for the 58 posts sanctioned by the GNCTD for School of Education Studies (SES) was discussed. It was observed that even though the NCTE recruitment norms are extremely rigid, care must be taken by AUD to not succumb to unimaginative recruitment norms. While the minimum number of positions mandated by NCTE may be filled using their norms, the other positions may be filled keeping in view the broader interdisciplinary requirements of the University and the vision for SES.
- d. It was recommended that SES should ask for 2-3 government schools as sites for experimentation with innovative practices. The IIM Ahmedabad proposal of working with school Principals was also discussed.
- e. It was proposed that AUD should actively explore different possibilities within the continuing education and vocational streams. Reference to the TISS certificate/diploma programme on Hospital Navigation was made which entailed 3-month training at TISS and 6-month on-site training with the Tata Memorial Hospital. Similar interface with other aspects of Legal, Public Health and Education Services in Delhi could be explored for short-term certificate and diploma programmes (such as on palliative care, geriatric care) and respond to existing and emergent social needs as well as explore the interface with public systems at large; the University could also think of initiating public policy programmes in the near future.
- f. It was observed that there is an imminent need of academic programmes with Sustainable Development Goals (SDGs) as the focus. It was observed that each area / indicator within the SDGs is still not adequately articulated and developed. There is a

need for good programmes designed on each of the SDG focus areas to educate development practitioners and state functionaries to design implementation strategies. Good courses on Research Methodologies for impact assessment of development initiatives are required in a significant manner. Members observed that AUD would be serving an imminent need by offering these courses through its Centre for Social Science Research Methods. Significant amount of Funds could also be raised by offering courses on themes of public policy and research methods.

- g. AUD may consider offering courses on Data Analytics—an area that is in great demand.
- h. In addition to the training of school teachers, it was recommended that AUD should also focus on developing appropriate certificate/diploma programmes in higher education pedagogy and curriculum development (with focus on teaching writing, reading; evaluation, grading system; research supervision; CBCS etc.).
- i. It was recommended that the proposal for Centre for Professional and Continuing Education might be presented in the next Planning Board meeting. This Centre should become the platform for hosting courses with focus on lifelong learning opportunities. The three year action plan is placed vide Appendix-2.

Agenda Item 4: To consider the 7-Year Strategic Plan

The Dean Planning presented the 7-Year Strategic Plan of AUD, and shared the possible scenario of increase in the number of student and staff due to physical capacity of different campuses. In the next seven years, the profile of the University is expected to change significantly. Keeping this in mind, the members cautioned that the vision of the University and its nature may undergo complete transformation or even be derailed if the Planning exercise is not undertaken methodically and the underlying principles for this expansion are not clearly enunciated. The following broad principles of expansion were agreed upon, and it was felt that detailed plans for each campus be prepared and presented to the Planning Board.

1. *Character of each campus:* Each campus of the University should have a unique character, which should reflect in its academic activities not only in terms of its location (neighbourhood) but also in terms of hosting co-terminus disciplines. It was observed that the affiliation model, in principle, has been considered a poor model because of the process of cloning campuses/colleges. In the case of AUD, as it grows in a multi-campus context, care should be taken not to replicate the same model. Each campus should be seen as an organic whole. Terms such as primary or subsidiary campus should not become part of AUD's expansion narrative.
2. *Direction of Expansion:* On the direction of expansion members observed that the UG programmes need to be diversified and good programmes in critical and niche areas need to be developed to meet the demand for access (in terms of admitting greater numbers), as well as address concerns about quality and need for experimentation at the undergraduate level (with respect to variety in programme structures and span—4-year UG and 5-year integrated programmes in relevant areas of study). Professional and Vocational Programmes were identified as having significant opportunity for expansion. The vocational programmes would require decentralised infrastructure.

Members observed that within the local canvas of Delhi, appropriate spaces and collaborations need to be explored to adequately develop the Vocational Streams.

It was also felt that the University might like to create a special purpose vehicle, like for instance, a Centre for Professional and Continuing Education through which the expansion into areas of professional and continuing education can be facilitated.

It was observed that the University might also like to invest in strengthening some aspects of Science and Technology Studies at AUD and select natural science disciplines for creating a robust undergraduate space.

3. *Alternate Institutional and Governance Structures:* Members observed that it was critical that AUD leadership is able to nurture strategies for innovation during the emergent phase of expansion of the University. At the same time, it must invest in creating consensus while negotiating loyalties to the existing practices and conventions. Constant iterations of conversations on the big picture view of the university would need to be carried out in a sustained manner.

Members discussed the need for institutional structures for incubation and implementation of new programmatic ideas in the next phase of the University's expansion. Similarly, an alternate governance / institutional mechanism will need to be put in place to encourage constructive discussion in the peer review bodies of the University that can facilitate speedy response and feedback. It was also felt that the University should allow new programmes 2-3 iterations before existing rules and regulations are imposed strictly.

It was strongly felt that a different institutional mechanism is required to develop and anchor a new academic programme at the interstice of two or more areas. The members approved the principles and structures proposed for incubation of new programmatic ideas along with the institutional mechanism for managing the new programmes in the Karampura Campus.

The 7-Year Strategic Plan is placed vide Appendix-3.

Agenda Item 5: To consider the proposed Vision 2028

It was decided that the word file of the vision statement would be circulated separately to all members for their detailed feedback and comments in track-change mode.

Agenda Item 6: To consider the proposed structure and staffing requirements of the Planning Division

The proposed structure of the Planning Division was discussed and approved. The Board also approved the following positions:

1. One Fund Raising Manager (PB 4; Grade Pay 10000) on a 3+2 year contract
2. One Assistant Manager (PB 3; Grade Pay 6000 - 8000) on a 3+2 year contract
3. Two Research Assistant / Associate (at the level of JRF / SRF) on a 1x3 year contract
4. One Planning / Technical Officer (at the level of Assistant Registrar)
5. One Assistant (PB 2; Grade Pay 2400)

The members made the following suggestions:

- a. Task of the Planning Unit is to generate new ideas in the University, and hence streamlining and organising of its work is a good idea.
- b. There is a need for a good fund raising team in the University. The Planning Division should have a separate structure for fund raising and resource mobilisation, through the creation of a special purpose vehicle (for instance, a Section 8, not-for-profit Company) to facilitate this process. There should be provision to employ corporate level people to manage this structure. The Planning Board Members expressed their willingness to support AUD in developing this structure.
- c. The nature of investment that AUD makes on this entity and its personnel would reflect the kind of expectations it has from this office about raising of funds. Modest expectations will result in modest investment; high expectations should concomitantly translate into disproportionate funding as well.
- d. The objective of the section would be to create a corpus that could grow. The objectives and ethics of these processes would need to be clearly articulated.

The meeting ended with a vote of thanks.

Sd/-
(Professor Asmita Kabra)
Registrar Offg.

Sd/-
(Professor Shyam B Menon)
Vice Chancellor

Resol. No. 19.1/BoM(24)/24.07.2018**To note and record the status report of Campus Development at Dheerpur, Rohini, Karampura, Lodhi Road and Madarsa Road, Delhi****(A) Karampura Campus****A.1 Renovation of Barracks**

In the last meeting of BoM it was reported that the renovation plans and preliminary detailed estimates for renovation of Main Block, Girls hostel and Auditorium were being prepared by Campus Development Division. However, in order to provide for more facilities in the Campus, the work for renovation of barracks was awarded on 16 June 2017, and the 2 rows of Barracks consisting of 24 rooms were renovated within 2 months to ensure the availability for academic activities from July 2017 onwards.

A.2 Renovation of Main Block, Barrack and Auditorium

The plans and drawings for the renovation of balance remaining campus including the Main Block, Girls hostel and Auditorium and a new building were prepared by Campus Development Division and finalised after detailed discussions with the users. The schemes and plans were finalised in Jan-Feb 2017 and issued to PWD to prepare estimates. PWD submitted the estimates of Rs 14.78 crore and the same were sent to DHE, GNCTD for A/A and E/S. However, DHE advised to separate and the renovation / repair work and new works. Subsequently, DHE approved the estimates for Renovation of Main Block @ Rs 6.6 crores. PWD subsequently has awarded the work on 03.03.2018 and the work is in progress. The progress of work is being monitored through regular weekly meetings and Main Block along with Girls Hostel (32 students) is likely to be completed by 30th July 2018 for the new academic session of 2018-19. However, the renovation of Auditorium, of a capacity of 250 persons, would be completed by September 2018.

A.3 Construction of New Multi-Storied Building at Karampura

The estimates of Rs 5.80 crores for the new multi-storied building at Karampura were approved by DHE, GNCTD on 02.05.2018. Accordingly, PWD has invited tenders and the work will commence by first week of August 2018. The new building is likely to be completed by February 2019.

A.4 Repair/ Strengthening of the Boundary Wall

The boundary wall of the Karampura Campus has been strengthened. Its height is raised by 2 feet along with an additional of concertina coil through a length of 800 metres approx. The work of strengthening of boundary wall was completed in February 2018.

(B) Lodhi Road Campus**B.1 Renovation of GF at Lodhi Road Campus**

It was reported in the last meeting of BoM, that a new campus, having an area of 2 acres with a 4 storied building and a single storey building was allotted to AUD on 7 April 2017 by DHE at Lodhi Road which earlier housed a government school for girls. The building required extensive renovation for initiating academic programmes of AUD. To ensure that renovation works were completed before the start of academic session of 2017-18, the renovation for ground floor of the building was taken up by Campus Development Division of AUD. The renovation works of Ground Floor was completed in August 2017 @ Rs 60 lakhs by Campus Development Division. This ground floor was inaugurated by Hon'ble Deputy CM, GNCTD on 5.09.2017.

B.2 Renovation of upper 3 floors at Lodhi Road

The planning and drawings for the renovation of upper three floors were prepared by Campus Development Division and the estimates of Rs. 3.46 crore were forwarded to DHE for Administrative Approval & Expenditure Sanction. Since, AUD had proposed to get the work done through Campus Development Division, DHE advised that approval from Finance Department may be obtained for this purpose. In the meanwhile GNCTD has delegated financial power to Vice Chancellor, AUD to sanction new works up to Rs 5.0 crore and maintenance works up to Rs 1.0 crore per annum. Accordingly, the work will be executed by Campus Development Division of AUD. The work is likely to commence by first week of September 2018 and will be completed by 31.03.2019.

B.3 New Four Storeyed Building

A new four storeyed building is planned at Lodhi Road campus which will house a Training Centre and Hostel facilities for students. The detailed planning / designs have been prepared by Campus Development Division. The building will be constructed @ Rs 15 crores approximately through PWD on a 'deposit work' basis.

(C) Madarsa Road Building

DHE, GNCTD has allotted the Madarsa Road plot (1.04 acre approx) to AUD, which was earlier used as Library by the IGTUW. A new multi-storeyed building is proposed to be built on this land. The basic planning and designs have been done by Campus Development Division and the building will be got constructed at a cost of Rs 30 crores approx. through PWD on a 'deposit work' basis. Securitisation of the plot has been done by repair and height extension of boundary wall by the E&M Unit of AUD.

(D) Dheerpur**D.1 Construction of Boundary Wall – Civil Works**

The constructing of the boundary wall in the balance 72 metre section of low lying-water logged area was completed in March 2018. With this the entire plot has a boundary wall of 3 meter height including the concertina coil of 0.6 meter.

D.2 Shifting of Over Head 33/11 KV HT/LT Power Lines

It was reported that the work of shifting of 33/11 KV HT-LT power lines was completed in April 2017. A utilization certificate along with a refund of a balance amount of Rs 2.74 crore in was submitted by M/s TPDDL in February 2018. The account has been adjusted by Finance, AUD. A saving of Rs 2.70 crore was achieved in the said work by modified the route of the power lines as suggested by Campus Development Division.

D.3 Area under litigation

It was informed in the last meeting of BoM that AUD's request for allotment of 0.95 hectare of additional land was under consideration of DDA. It has now been informed by DDA that this additional plot cannot be allotted to AUD as per the Master Plan of Delhi 2021 norms.

D.4 External Services in Dheerpur Phase I

DDA had been requested to confirm that all the external services had been laid in Dheerpur Phase-I. It has been noted at site that except road work, other services are yet to be fully laid by DDA. The matter is being pursued with DDA.

D.5 Hydrological Studies

NIH, Roorkee has submitted the final report of hydrological studies at Dheerpur Campus to AUD on 22.03.2018. Accordingly, the reports would be issued to the Consultant for planning and designing the campus at Dheerpur.

D.6 Security of the Plot

It was reported in the last meeting of BoM that a revised proposal for increasing the number of security guards was submitted to DHE for approval. The approval is awaited and the matter is being pursued with DHE.

D.7 Appointment of Consultant for Dheerpur Campus

An MoU was signed with PWD, GNCTD on 02.03.2017 for development of AUD at Dheerpur and Rohini stipulating the roles and responsibilities of AUD and PWD for the implementation of the project along with the timelines. The timeline for appointment of Consultant was fixed as 15.07.2017. As per the Terms and Conditions in the MoU a Request for Proposal (RFP) document for appointment of Consultant/ Architect was prepared by PWD and approved by AUD in March 2017 for Dheerpur Campus.

The appointment of Consultant/ Architect was proposed to be done based on the QCBS method i.e. 70% weightage to Technical Bid and 30% weightage to Financial Bid as per the guidelines incorporated in the MOU (between AUD and PWD) based the Manual for Procurement of Consultancy and Other Services 2017 issued by Ministry of Finance, Govt. of India and GFR guidelines. There has been a delay in the appointment of Consultant by almost a year as PWD has recalled the RFP thrice and for the 3rd time the RFP was issued on 24.11.2017. In response to this invitation eleven bidders had submitted applications out of which four agencies were short listed for making a presentation of their concepts and designs before the Jury. Based on the evaluation of the design presentations and marks scored in the financial bids, the bidder scoring the highest marks was identified by PWD and the proposal submitted by PWD for award of work to highest scoring bidder was duly approved by AUD.

Subsequently, the Consultant Appointment Committee (CAC) of PWD in the meeting held on 15.06.2018 as a part of an internal process of PWD to which AUD was invited to provide clarifications if required. In this meeting it was decided by the Chair that the present bids would be cancelled and fresh bids should be recalled with the revised methodology.

AUD did not agree with the suggestion of CAC and stated that any unilateral revision of the process of selection of Consultant will be in contravention of the MoU between AUD and PWD and would further delay the process by 6 months in addition to the 1 year delay from the original schedule. Further, this would mean a loss of one academic year and further escalation of costs. However, AUD's reservations expressed in the meeting were neither considered nor recorded in the minutes of the CAC's meeting and PWD has proceeded unilaterally with re-issue of the RFP document with revised method of selection. AUD has formally written to PWD not to proceed further without express approval of AUD in line with the terms of the MOU. The entire issue has been brought to the notice of Hon'ble LG of Delhi, the Hon'ble Deputy Chief Minister and the Secretary, DHE.

Relevant copies of the documents and communication to Hon'ble LG, DY. CM and Principal Secretary DHE Principal Secretary PWD and PWD officials, at Enclosure-I.

(E) Rohini – Civil Works**E.1 Hydrological Studies at Rohini**

National Institute of Hydrology, Roorkee has submitted the final report of the hydrological studies for Rohini campus. This report will be issued to the Consultant for planning and development of the campus.

E.2 Water Connection at Site

A water connection has been obtained from DDA/DJB for Rohini Campus. This would meet the water requirements of the Security Staff and mali etc. working at the site.

E.3 Amalgamation of the two plots allotted to AUD at Sector-3, Rohini

It was reported in the last meeting of BoM that VC, AUD had sent a communication to Vice Chairman, DDA for a favorable consideration regarding amalgamation of two plots. In a meeting held in June 2017, the matter was discussed with DDA officials and it was decided that an under-pass/ over-bridge should be planned at the time of construction of campus for connectivity between two parts of the plot. Thereafter, in a meeting held on 13.09.2017 in the office of Hon'ble LG of Delhi, it was decided that the proposal for amalgamation may be dropped.

E.4 Appointment of Consultant for Rohini Campus

An MoU was signed with PWD, GNCTD on 02.03.2017 for development of AUD at Dheerpur and Rohini stipulating the roles and responsibilities of AUD and PWD for the implementation of the project along with the timelines. The timeline for appointment of Consultant was fixed as 15.07.2017. The RFP document for Comprehensive Consultancy Services for Planning and Designing of Rohini works was published in press by PWD on 27.05.2018. However, this has been withdrawn by PWD, in view of the Consultant Appointment Committee's directions to revise the selection procedure. It would further delay the process by 6 months in addition to the delay of 1 year already occurred. The matter concerning the breach of MOU unilaterally by PWD has been submitted by AUD to the Hon'ble Dy. CM and Principal Secretary (HE) to intervene and advise CAC to revert to the original selection of Consultant (Architect) done through due process as stated in the MOU, which is as per the guidelines of Ministry of Finance and GFR and being followed in CPWD/PWD's projects.

अम्बेडकर विश्वविद्यालय दिल्ली



Ambedkar University Delhi

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ENCLOSURE-I

F.AUD/100.53/CD/2015-16/291

5th July 2018

Sh. M.K. Parida, IAS
Principal Secretary (PWD)
Delhi Secretariat, IP Estate
New Delhi-110002

ED-79965 3910/2018

Sub: Comprehensive Consultancy Services for Planning, Designing and Developing the New Campus of Ambedkar University Delhi (Phase-I works) at Dheerpur, Delhi-110059 – minutes of CAC meeting dated 15.06.2018 reg.

Dear Mr. Parida,

This is in reference to the Letter No. 23(37)/CPM (Hous.)/PWD/2018-19/9147-9156, dated 27.06.2018 from Deputy Secretary (PWD) vide which the minutes of the Consultant Appointment Committee (CAC) meeting, held on 15.06.2018, have been forwarded. It is noted that the CAC has rejected the bids and has directed the PWD to re-tender after changing the method of selection of Consultant for Dheerpur Campus of AUD. In this connection, the following is brought out:

1) The method of selection of the Consultant is clearly defined in Clause 11.1 of the MoU between AUD and PWD signed on 02.03.2017, and it is in accordance with the guidelines issued by Ministry of Finance, Government of India, 2017 as well as GFR 2017.

2) In the meeting held by CAC on 15.06.2018, AUD had informed that the process of selection of the Consultant had been done in accordance with the Terms & Conditions of MoU between AUD & PWD and that the much delayed appointment of Consultant for the Dheerpur Campus of AUD should be cleared as recommended by the PWD and approved by AUD. It was also stated by AUD that any unilateral revision of the method of selection of the Consultant will be in contravention of the MoU between AUD & PWD and the provisions of the GFR and the laid down procedure of the Ministry of Finance of the Government of India. However, the reservations by AUD have not been recorded in the minutes of the meeting of the CAC.

3) In view of CAC's minutes, EE (PWD), Housing-IV vide letter dated 28.06.2017 informed AUD that the tenders are being recalled and RFP is being amended. In response, EE (PWD), Housing-IV has been advised vide AUD's letter dated 02.07.2018 that the action taken by PWD is unilateral and in violation of the MOU between AUD and the PWD and therefore does not have the approval of AUD.


The MoU between AUD and PWD was signed after it was duly vetted and approved by the Principal Secretary, PWD (GNCTD) by PWD and approved by the Board of Management of AUD (in which among others, the Principal Secretary Finance and the Principal Secretary Higher



Education of the GNCTD are members) and subsequently endorsed by the University Court which is chaired by the Hon'ble LG of Delhi. Any change in the Terms & Conditions of the MoU shall require the prior approval of AUD's Board of Management.

In view of the above, it is advised that the PWD should not take any unilateral action by proceeding to re-tender and to re-issue the RFP document without the prior approval of AUD. As the process of appointment of Consultant (Architect) by AUD and PWD has been carried out in accordance with the terms and conditions of MOU and the laid down procedure of MoF, GOI and GFR, it will be appropriate to review the decision of the CAC.

Yours sincerely


(Professor Jatin Bhatt)
Director (Campus Development) &
Pro-Vice-Chancellor

अम्बेडकर विश्वविद्यालय दिल्ली

F.AUD/100.53 (Part-1)/CD/2015-16/987



Ambedkar University Delhi

2nd July 2018

Mr. Sunil Kumar
Executive Engineer (Housing-IV)
PWD, Bhai Nihal Singh Marg
Lajpat Nagar-4,
New Delhi-110024

ED799644878JN

Sub: Comprehensive Consultancy Services for Planning, Designing and Developing the New Campus of Ambedkar University Delhi (Phase-I works) at Dheerpur, Delhi-110059 – re-call of tender regarding.

Dear Sir,

It is noted as per your letter no. 54 (102)/EE/ Housing-IV/PWD/ 2018-19/222 dated 28.06.2018 that PWD unilaterally intends to re-issue the RFP document for selection of Consultant for providing comprehensive consultancy services for AUD campus at Dheerpur as per directions of Consultant Appointment Committee (CAC) of PWD. You have further informed that the CAC in the meeting held on 15.06.2018 has rejected the bids received for selection of Consultant with the direction that the method of selection of Consultant for Dheerpur campus should be revised. In this connection the following is brought out:

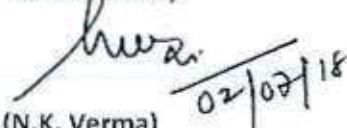
(1) The process of the selection of the Consultant is clearly defined in Clause 11.1 of the MoU between AUD and PWD signed on 02.03.2017. The selection method laid down in the MOU is in accordance with the guidelines issued by Ministry of Finance, Government of India, 2017 as well as GFR 2017.

(2) In the meeting held by CAC on 15.06.2018, AUD had informed that the process of selection of the Consultant had been done in accordance with the Terms & Conditions of MoU between AUD and PWD and that the much delayed appointment of Consultant for the Dheerpur Campus of AUD should be cleared as recommended by PWD and approved by AUD. It was also stated by AUD that any unilateral revision of the process of selection of Consultant will be in contravention of the MoU between AUD and PWD.

(3) The MoU between AUD and PWD was signed after it was approved by the Board of Management of AUD (in which, amongst others, the Principal Secretary-Finance and Principal Secretary-Higher Education were members) and endorsed by the University Court which is chaired by the Hon'ble LG of Delhi. Therefore any change in the Terms & Conditions of MoU shall require the approval of AUD's BoM.

In view of the above you are advised to not take any unilateral action by proceeding to re-issue the RFP document without the prior approval of AUD.

Yours sincerely


(N.K. Verma) 02/07/18
Co-Director (Tech.)

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Copy to:

1. Office of the Registrar, AUD ~~15~~ *12/17/18*
2. Office of the Vice Chancellor, AUD *12/17/18*
3. Office copy



कार्यपालक अभियंता (आवास)-4
EXECUTIVE ENGINEER (HOUSING)-4

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दिल्ली सरकार
GOVERNMENT OF DELHI
लोकनिर्माणविभाग
PUBLIC WORKS DEPARTMENT
हाउसिंगपरियोजनामंडल-4,
HOUSINGPROJECT DIVISION-4

भाईनिहाल सिंह मार्ग, लाजपत नगर-4, नईदिल्ली- 110024
Bhai Nihal Singh Marg, Lajpat Nagar-IV, New Delhi-110024.
Tel. Off. : 011-26441871

e-mail ID: eepw@delhihousing.gov.in



एक कदम स्वच्छता की ओर

No. 54(102)/EE/Housing-IV/PWD/2018-19/222

Date: 28/06/2018

To,

Sh. N.K. Verma
Co-Director, CD,
Ambedkar University, Lothian Road,
Kashmiri Gate, Delhi-110006

Sub:- Comprehensive Consultancy Services for Planning, Designing and Development of New Campus of Ambedkar University Delhi (PHASE-I Works) at Dheerpur, Delhi-110009 - **Regarding re-call of tender.**

A Meeting of Consultant Appointment Committee (CAC) chaired by Pr. Secretary, PWD, was held at Delhi Secretariate on 15.06.2018 to discuss and decide the bids of the above work.

The CAC rejected the bids as the committee was of the opinion that the bid evaluation system of consultancy works should be re-designed in a way where bidders are screened and evaluated on basis of their technical bids which may include presentation before Jury. All bidders scoring the minimum qualifying marks should be treated at par as being technical qualified. Marks obtained in technical evaluation including presentation before Jury should not be carry forward in the overall evaluation to decide the successful bidder. The Financial bids of all those found technically qualified bidder should be opened and the bidder with the lowest financial bid should be awarded the work. Committee also advised PWD to always fix qualifying criteria pragmatically to enable more agencies to compete.

As such the tenders for this work are being floated again after making necessary changes in the RFP. A (soft) copy of RFP is enclosed herewith for ready reference and necessary action at your end.

(Soni Kumar)
Executive Engineer
(Housing)-IV, PWD

Copy for information to:-

1. The Chief Project Manager (Housing), PWD, GNCTD, 13th Floor, MSO Building, New Delhi.
- 2-3. The Assistant Engineer (Housing)-42, PWD, GNCTD, New Delhi.

Executive Engineer
(Housing)-IV, PWD

AUD (Dheerpur)

SAC(c)/AEC

Sup

03/07/18

Action has been taken file please.
Assistant.
Duyak
06/18

GOVERNMENT OF NCT OF DELHI
PUBLIC WORKS DEPARTMENT
5TH LEVEL "B" WING
DELHI SECRETARIAT: NEW DELHI

650 342


No. 23(37)/CPM(Hous.)/PWD/2018-19/9147-9156
CD No.057501772

Dated: 27/06/2018

Sub: Appointment of Consultant for Comprehensive Consultancy Services for Planning, Designing and Development of New Campus of Ambedkar University Delhi (PHASE-I Works) at Dheerpur, Delhi-110059.

A meeting of Consultant Appointment Committee (CAC) to discuss the above mentioned proposal was held on 15.06.2018 at 4:30 PM in the Conference room of the Pr. Secretary PWD, 5th level, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002. Minutes of the said meeting is enclosed for kind perusal and further necessary action.

Encl:- As above.


27/06/18

(VINEET KUMAR)
DEPUTY SECRETARY (PWD)


No. 23(37)/CPM(Hous.)/PWD/2018-19/

Dated:

1. Director(Higher Education), Dte. of Higher Education, B-wing, 2nd floor, 5 Sham Nath Marg, Delhi-54 Ph: 23930516 Fax: 23831013.
2. Director, Directorate of Training and Technical Education, Muni Maya Ram Marg, Pitampura Delhi - 110034. FAX: 27325341
3. Registrar, Ambedkar University, Kashmere Gate Campus, Lothian Road, Kashmere Gate, Delhi -110006. Ph: 011-23863740/43 Fax-011-23863742.
4. Engineer-in-Chief, PWD, 12th Floor, MSO Building, IP Estate, New Delhi. Fax No. 23319021.
5. Chief Project Manager (Housing) PWD, 13th Floor, MSO Building, IP Estate, New Delhi-110002 Ph-011-23490441, Fax-23490442
6. Director (Planning), Planning Department, GNCTD, 4th Level, B-wing, Delhi Secretariat, New Delhi.
7. Controller of Accounts/Integrated Financial Advisor, PWD, 5th Level, B-wing, Delhi Sectt., New Delhi-110002.
8. Director, CRRI, Mathura Road, Post Office, New Delhi, Phone: 26848917 Fax-26845943, 26830480.

Copy for information to:-

1. PPS to Pr. Secretary, PWD, 5th Level, B-wing, Delhi Secretariat New Delhi.
2. PA to Special Secretary, PWD, 5th Level, B-wing, Delhi Secretariat New Delhi.


27/06/18

(VINEET KUMAR)
DEPUTY SECRETARY (PWD)

AR(CO) Lu
27/06/18

GOVERNMENT OF NCT OF DELHI
OFFICE OF PR. SECRETARY, PWD
5th LEVEL, "B" WING
DELHI SECRETARIAT: NEW DELHI

Minutes of the Meeting

Name of work: Appointment of Consultant for comprehensive Consultancy Services for Planning, Designing and Development of New Campus of Ambedkar University Delhi (PHASE-I Works) at Dheerpur, Delhi 110 0059

A meeting of Consultant Appointment Committee (CAC) Chaired by Pr. Secretary, PWD was held at Delhi Secretariat on 15.6.2018 at 4.30 pm to discuss and decide on bids of above work.

The list of officers attended the above meeting is attached.


The gist of discussions and decisions taken is as under:


The Committee noted that the proposal placed before it was for acceptance of the offer of M/s Arcop Associates Pvt. Ltd. for Rs.9.90 crore while disregarding the lowest offer of Rs.7.20 crore submitted by M/s Hafeez Contractor. The Committee found no justification for ignoring the lowest financial bid.

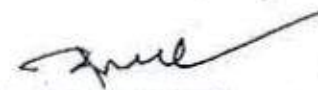
The committee was of the opinion that the bid evaluation system for consultancy works should be re-designed in a way where bidders are screened and evaluated on basis of their technical bids which may include presentation before jury. All bidders scoring the minimum qualifying marks, should be treated at par as being technically qualified. Marks obtained in technical bid evaluation including presentation before jury should not be carried forward in the overall evaluation to decide the successful bidder. The financial bids of all those found technically qualified bidders should be opened and the bidder with the lowest financial bid should be awarded the work. Committee also advised PWD to always fix qualifying criteria pragmatically to enable more agencies to compete. The sanctity of competition of price bids has to be maintained in all circumstances.




In view of the above, the Consultant Appointment Committee rejected the bids and directed PWD to retender the bids and finalize within 2 months the appointment of consultant.


(Sh. Manu Amitabh)
Chief Project Manager (Housing),
PWD, GNCTD

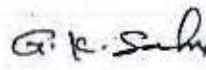

(Sh. U.C. Mishra)
Pr. Chief Engineer (Projects),
PWD, GNCTD



(Sh. R.K. Agrawal)
Engineer-in-Chief,
PWD, GNCTD


Registrar,
Ambedkar University Delhi


Controller of
Accounts,
Finance Deptt, PWD


(MANJU SHOO)
Jt. Director (Planning),
Planning Deptt.


G.K. Sahu
Director,
CRRI


Director,
HE, GNCTD


(Sh. M.K. Parida)
Pr. Secretary,
PWD, GNCTD

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ATTENDANCE SHEET

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A meeting under the chairmanship of Pr. Secretary (PWD) held on 15.06.2018 at 4:30 PM in the Conference Room at 5th Floor, B-Wing, Delhi Secretariat, New Delhi to discuss on the proposal for appointment of consultant for providing Comprehensive Consultancy Services for Planning, Designing and Development of new Campus of Ambedkar University Delhi (Phase-I Works) at Dheerpur, Delhi.

Sr. No.	Name & Designation	Department	Contact No.	Signature
1.	R.C. Agrawal ETC	PWD		
2.	UMESH MISHRA Asst. Commr	PWD		
3.	P.K. PARMAR CPM (A)	PWD	9810544569	
4.	G.K. SAHU HOD (BES) & Sr. Principal	CRRI New Delhi	9717829201	
5.	Manne Anitabh	CPM (H) PWD		
6.	Pradeep Agrawal	PWD	9818674225	
7.	Deepak Selbhand	PWD	9811163650	
8.	P.K. Gupta E (E)	PWD	9819926383	
9.	Sumit Sharma E (E)	PWD	9868170225	
10.	M.K. VERMA Co-Director (Tech)	ASD	9871198822	
11.	Jt. Director	Planng	9868276041	
12.	JYOTI BHATT Dir. compus PWD SP-4 VC	ASD	9350126056	
13.	J.P. Agrawal	Dir. (HE)	9968376655	
14.	UDAY VIR SINGH	AE/PWD/HPD	9868329754	
15.	Narender Kumar Co-A	PWD	9911139469	
16.				
17.				
18.				
19.				

Sub: Appointment of Consultant (Architect) for development of New Campuses of Ambedkar University Delhi

The Delhi Development Authority (DDA) through the Department of Higher Education (DHE), Government of NCT of Delhi allotted a piece of land measuring 20 hectares (16.24 ha in November 2013 + 3.76 ha in July 2017) @ Rs 140 crore (approx.) at Dheerpur, Delhi for setting up Dr. B.R. Ambedkar University Delhi (AUD). In the year 2010, DDA through DHE also allotted plots measuring 7.03 hectares at Rohini, Sector-3 for setting up of another campus of AUD. An agreement was signed between the DHE and AUD on 25.08.2015 (copy placed below at Flag-A) granting permission to AUD to construct the campuses of the University on the plots allotted to AUD.

2. The Board of Management as well as the Court of AUD chaired by Hon'ble LG of Delhi had approved in 2015 that the implementation of the new campuses of AUD at Dheerpur and Rohini would be done through a Central/State PSU who would act as a PMC and an Architect would be appointed based on a design competition.

3. However, subsequently in the meeting held on 18.09.2015 in the office of the Hon'ble Dy. Chief Minister, GNCTD in presence of Hon'ble PWD Minister, GNCTD advised AUD to accept PWD as the PMC with the proviso that the design of new campuses will be done through an open architectural design competition to be judged by the Jury appointed by AUD. This arrangement was arrived at with the active participation of the then Secretary, Higher Education, Ms. Punya Salila Srivastava. The Board of Management in its 19th meeting held on 19.04.2016 took note of the decision of the Dy. CM, GNCTD and agreed that the construction of AUD's campuses would be done by PWD on deposit work basis.

4. The status of setting up of various campuses of AUD in Delhi was reviewed by the Hon'ble Dy. CM in the meeting held on 05.07.2016. A proposal based on the decision taken for the Dheerpur & Rohini Campuses in the aforesaid meeting was submitted to the Hon'ble Dy. CM on 29.07.2016 whereas the following was approved:

- (a) In-principle approval to the tentative cost of Rs.1350 crore (Rs.750 crore for Dheerpur, Phase-I and Rs.600 crore for Rohini) as certified by PWD for preparing the RFP
- (b) AUD shall approve the RFP document and the selection of Architect for both the projects would be done through separate open competitions under Quality-cum-cost based system with laid down procedure under GFR and guidelines issued by the Ministry of Finance.
- (c) Architects for each of the above projects will be selected by the University through an open selection process involving a Jury constituted by AUD
- (d) The selected Architect shall be appointed by the PWD

(copy of the notes placed below at Flag-B)

5. Accordingly, an MoU was signed between AUD and PWD on 02.03.2017 (Copy of the notes placed below at Flag-C) for development of AUD campuses at Dheerpur and Rohini clearly stating the roles and responsibilities of AUD and PWD for the implementation of the project along with the timelines. The formulation of the MOU including its terms and conditions had been done through a due process with the approval of the GNCTD and the Board of Management of the AUD. As per the MoU the Consultant (Architect) was to be appointed for Dheerpur Campus by 15.07.2017. Advance deposits of Rs. 15 Crore and Rs. 12 Crore for Dheerpur and Rohini campuses respectively, being 2% of the tentative cost of the projects, were released to PWD for undertaking preliminary works including appointment of Consultants (Architect).

6. As per the Terms and Conditions in the MoU a Request for Proposal (RFP) document for appointment of Consultant (Architect) for Dheerpur Campus was prepared by PWD and approved by AUD in March 2017. The appointment of Consultant (Architect) was proposed to be done based on the Quality cum Cost Based Selection (QCBS) method i.e., 70% weightage to Technical Bid and 30% weightage to Financial Bid as per the guidelines contained in GFR 2017 and the Manual for Procurement of Consultancy and Other Services 2017 issued by Ministry of Finance, Govt. of India.

7. The evaluations of designs of the bidders, as a part of Technical Bid through a design competition, were to be judged by a Jury whose members were approved by Board of Management of AUD in which the Secretary, Higher Education (Ms. Punya Salila Srivastava) and the Secretary, Finance (Mr. Sanjeev Nandan Sahai) were members. The Jury comprised Professor Deepak Nayyar (Former Vice Chancellor, Delhi University, and Former Chief Economic Advisor and Former Secretary in the Ministry of Finance, Govt. of India) as Chairman and several eminent professionals in the field as members with the Chief Engineer PWD in charge of the project also included as a member.

8. Due to inadequate response and certain technical reasons, the RFP document for Dheerpur Campus floated by PWD on two occasions i.e. on 10.03.2017 and 03.10.2017 had to be cancelled. Subsequently, PWD again notified the RFP document in the Press and on its website on 24.11.2017. In response to the RFP, 11 bids from the following agencies were received:

1. M/s Suresh Goel & Associates	2. M/s Skyline Architectural Consultants
3. Design Associates Inc.	4. CCBA Pvt. Ltd.
5. Mukesh and Associates	6. Sanjay Puri Architects
7. KNY Projects Pvt. Ltd.	8. Arch-En-Design
9. Arcop Associates Pvt. Ltd.	10. Architect Hafeez Contractor
11. M/s Murlage	

9. After evaluation of the bidders experience and eligibility parameters the following four agencies qualified in Technical Bid stage-1:

1. ARCH-EN-DESIGN
2. Mukesh and Associates
3. Arcop Associates Pvt. Ltd.
4. Architect Hafeez Contractor

10. In compliance with the conditions of the MOU dated 02.03.2017, the 4 shortlisted bidders for Dheerpur Campus were invited to submit Design and give presentations before the Jury on 13th and 14th March 2018 in Seminar Hall No. 1 & 2 of IIC, Delhi. The Jury based on the evaluation of presentations made by the firms as per the prescribed evaluation criteria, recommended the following firms for further processing.:

- (i) ARCOP ASSOCIATES
- (ii) ARCH HAFEEZ CONTRACTOR

11. The financial bids of the above two firms were opened on 07.04.2018 and PWD vide their letter No. 54(102)/EE/Housing-IV/PWD/2018-19/149, dated 10.04.2018 forwarded the comparative statement of final scores as per table below:

Agency	Marks in Technical Stage-I	Marks in Technical Stage-II	Marks in Financial Bid	Final Score	Rank	Fee Quoted (in Rs.)
A	B	C	D	$E = B \times 0.2 + C \times 0.5 + D \times 0.3$		
Architect Hafeez Contractor	55	71.00	100	76.5	H2	7.20 crore
Arcop Associates Pvt. Ltd.	77.5	92.00	72.7	83.3	H1	9.90 crore

The proposal submitted by PWD for award of work to highest scoring bidder was duly approved by AUD. This entire process was carried out with utmost transparency.

12. Subsequently, PWD placed the proposal before its Consultant Appointment Committee (CAC) chaired by the Principal Secretary, PWD on 15.06.2018. In this meeting, the Chairman, CAC didn't agree with weightage of 70% to Technical Bid and 30% to the Financial as per the terms laid down in the RFP. He stated that after qualifying the Technical Bid, all bidders should be at par and the work should be awarded to the lowest financial bidder. He decided that the bids should be recalled with the revised methodology. However, this revised methodology is at variance with the guidelines contained in GFR 2017 and the Manual for Procurement of Consultancy and Other Services 2017 issued by Ministry of Finance, Govt. of India for QCBS method. Further, this would violate the Terms & Conditions of MoU between AUD and PWD. This would imply that the entire process has to be done once again with a new set of rules putting aside the established practice being followed by PWD, CPWD and other government agencies for the past several years.

13. The recall of RFP at this stage would cause a delay in the appointment of Consultant (Architect) for Dheerpur by further at least six months in addition to the earlier delay of eleven months. Considering the scale and volume of the Dheerpur campus project, the additional cost due to escalation because of this delay will be enormous. In addition, there will be an estimated loss of at least one entire academic year for the campus to be commissioned for operation. PWD has also issued the RFP for Rohini campus on the same lines and this RFP would also need to be recalled and cause further delay to the appointment of Consultant for Rohini Campus.

14. This is a major setback in the expansion and growth plans of the University and will cause incurrence of considerable cost financially as well as in terms of the opportunity cost of not being able to consolidate and expand the operations of the University as per the projected needs in higher education in Delhi.

In the view of above, It is requested that the decision of the CAC may please be reviewed and a Consultant (Architect) be appointed for Dheerpur Campus without any further delay.

harsi
22/06/18
N K Verma

Co-Director (Technical)
Campus Development

Pro Vice Chancellor

[Signature]
22/6/18

Vice Chancellor

This is a matter of enormous significance and urgency for the University. I request an urgent intervention in this matter.

[Signature]
22/6/18

Pr. Secretary, Higher Education



No. AUD/VCO/2018/79

21 June 2018

To,
Shri Manish Sisodia
Hon'ble Deputy Chief Minister and
Education Minister
Government of NCT of Delhi
A-Wing, 6th level
Delhi Secretariat
I.P. Estate, New Delhi - 110 002

Subject: Appointment of Consultant (Architect) for Dheerpur Campus of AUD

Dear Shri Sisodiaji,

This is to bring to your kind attention a certain difficult situation that has emerged at the Ambedkar University Delhi (AUD) as regards the development of its campuses.

1. DDA had allotted a plot of 20 ha to DHE, GNCTD in November 2013 / July 2017 at a cost of Rs 140 crores at Dheerpur for setting up a campus for AUD. The DDA through GNCTD, had also allotted 7.3 ha for a second campus of AUD at Sector 3, Rohini. It was approved by the Board of Management as well as the Court of AUD that the implementation of the new campuses of AUD at Dheerpur and Rohini would be done through a Central / State PSU who would act as a PMC and an Architect would be appointed based on a design competition.
2. However, subsequently the GNCTD advised AUD to accept PWD as the PMC with the proviso that the design of the new campuses would be done through an open architectural design competition to be judged by a Jury appointed by AUD. This arrangement was arrived at with due approval by the GNCTD.
3. Accordingly, an MoU was signed between AUD and PWD on 02.03.2017 for development of AUD campuses at Dheerpur and Rohini clearly stating the roles and responsibilities of AUD and PWD for the implementation of the project along with the timelines. The formulation of the MOU including its terms and conditions had been done through a due process with the approval of the GNCTD and the Board of Management of the AUD. As per the MoU the Consultant (Architect) was to be appointed for Dheerpur Campus by 15.07.2017. Advance deposits of Rs 15 Crore and Rs 12 Crore for Dheerpur and Rohini campuses respectively, being 2%



of the tentative cost of the projects, were released to PWD for undertaking preliminary works including appointment of Consultants (Architect).

4. As per the Terms and Conditions in the MoU a Request for Proposal (RFP) document for appointment of Consultant (Architect) for Dheerpur Campus was prepared by PWD and approved by AUD in March 2017. The appointment of Consultant (Architect) was proposed to be done based on the Quality cum Cost Based Selection (QCBS) method, i.e., 70% weightage to Technical Bid and 30% weightage to Financial Bid as per the guidelines contained in GFR 2017 and the Manual for Procurement of Consultancy and Other Services 2017 issued by Ministry of Finance, Govt. of India.
5. The evaluations of designs of the bidders, as a part of Technical Bid through a design competition, were to be judged by a Jury whose composition was approved by Board of Management of AUD as per the terms of the MOU. The Jury comprised Professor Deepak Nayyar (Former Vice Chancellor, Delhi University, and Former Chief Economic Advisor and Former Secretary in the Ministry of Finance, Govt. of India) as Chairman and several eminent professionals in the field as members with the Chief Engineer PWD in charge of the project also included as a member.
6. There has been a delay in the appointment of Consultant by almost a year as PWD had recalled the RFP twice and for the third time the RFP was issued on 24.11.2017. In response, eleven bidders had submitted applications out of which four agencies met the prequalification criteria and were short listed for making presentations of their concepts and designs before the Jury. These presentations were held on 13-14 March 2018 in Delhi. Based on the evaluation of the design presentations, the Jury finalised the designs of two bidders and their financial bids were opened by PWD on 17.04.2018. The financial bid had a weightage of 30% as per the formula given in the RFP giving appropriate weightage for the Technical Bid and Financial Bid. The bidder scoring the highest marks was identified by PWD and the proposal submitted by PWD for award of work to highest scoring bidder was duly approved by AUD. This entire process was carried out with utmost transparency.
7. Subsequently, PWD placed the proposal before its Consultant Appointment Committee (CAC) chaired by the Principal Secretary, PWD on 15.06.2018. In this meeting, the Chairman, CAC stated his disagreement with weightage of 70% to Technical Bid and 30% to the Financial as per the terms laid down in the RFP. In other words, he has against the QCBS method. He stated that after qualifying the Technical Bid, all bidders should be at par and the work should be awarded to the lowest financial bidder. He decided that the bids should be recalled with the revised methodology. However, this revised methodology is at variance with the guidelines




contained in GFR 2017 and the Manual for Procurement of Consultancy and Other Services 2017 issued by Ministry of Finance, Govt. of India for QCBS method. Further, this would violate the Terms & Conditions of MoU between AUD and PWD. This would imply that the entire process has to be done once again with a new set of rules putting aside the established practice being followed by PWD, CPWD and other government agencies for the past several years.

8. The recall of RFP at this stage would cause a delay in the appointment of Consultant (Architect) for Dheerpur by a further at least six months in addition to the earlier delay of eleven months. Considering the scale and volume of the Dheerpur campus project, the additional cost due to escalation because of this delay will be enormous. In addition, there will be an estimated loss of at least one entire academic year for the campus to be commissioned for operation. PWD has also issued the RFP for Rohini campus on the same lines and this RFP would also need to be recalled and this would cause further delay in the appointment of Consultant for the Rohini Campus.
9. This is a major setback in the expansion and growth plans of the University and will cause incurrence of considerable cost financially as well as in terms of the opportunity cost of not being able to consolidate and expand the operations of the University as per the projected needs of higher education in Delhi.

In view of the above, we will be grateful if the decision of the CAC be reviewed and an early appointment of the Consultant (Architect) for Dheerpur Campus be kindly facilitated.

With regards,
Yours sincerely,


Shyam Menon
Professor and Vice Chancellor

Copy to:

- 1) Pro-Vice Chancellor,
- ✓ 2) Co-Director (Technical), Campus Development



No. AUD/VCO/2018/78

21 June 2018

To,
The Hon'ble Lt. Governor of Delhi and
Chancellor, Ambedkar University Delhi
Raj Niwas
Delhi 110 054

Subject: Appointment of Consultant (Architect) for Dheerpur Campus of AUD

This is to bring to your kind attention a certain difficult situation that has emerged at the Ambedkar University Delhi.(AUD) as regards the development of its campuses.

1. DDA had allotted a plot of 20 ha to DHE, GNCTD in November 2013 / July 2017 at a cost of Rs 140 crores at Dheerpur for setting up a campus for AUD. The DDA through GNCTD, had also allotted 7.3 ha for a second campus of AUD at Sector 3, Rohini. It was approved by the Board of Management as well as the Court of AUD chaired by Hon'ble LG of Delhi that the implementation of the new campuses of AUD at Dheerpur and Rohini would be done through a Central / State PSU who would act as a PMC and an Architect would be appointed based on a design competition.
2. However, subsequently GNCTD advised AUD to accept PWD as the PMC with the proviso that the design of the new campuses would be done through an open architectural design competition to be judged by a Jury appointed by AUD. This arrangement was arrived at with the active participation of the then Secretary Higher Education, Ms Punya Salila Srivastava.
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5. The evaluations of designs of the bidders, as a part of Technical Bid through a design competition, were to be judged by a Jury whose composition was approved by Board of Management of AUD in which the Secretary, Higher Education (Ms Punya Salila Srivastava) and the Secretary, Finance (Mr Sanjeev Nandan Sahai) were members. The Jury comprised Professor Deepak Nayyar (Former Vice Chancellor, Delhi University, and Former Chief Economic Advisor and Former Secretary in the Ministry of Finance, Govt. of India) as Chairman and several eminent professionals in the field as members with the Chief Engineer PWD in charge of the project also included as a member.
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variance with the guidelines contained in GFR 2017 and the Manual for Procurement of Consultancy and Other Services 2017 issued by Ministry of Finance, Govt. of India for QCBS method. Further, this would violate the Terms & Conditions of MoU between AUD and PWD. This would imply that the entire process has to be done once again with a new set of rules putting aside the established practice being followed by PWD, CPWD and other government agencies for the past several years.

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9. This is a major setback in the expansion and growth plans of the University and will cause incurrence of considerable cost financially as well as in terms of the opportunity cost of not being able to consolidate and expand the operations of the University as per the projected needs of higher education in Delhi.

In view of the above, we will be grateful if the decision of the CAC be reviewed and an early appointment of the Consultant (Architect) for Dheerpur Campus be kindly facilitated.

Yours sincerely,

Vice Chancellor

CC:

- 1) Pro Vice Chancellor - I,
- 2) Co-Director (Technical) Campus Development

Memo (status report) on AUD Centre for Community Knowledge (CCK):
for meeting of the Academic Council, July 2018.

CCK has completed to date thirty (30) projects and seven (7) distinct projects are ongoing. These projects have led to outcomes in the form of publications, 'Neighbourhood Museums', exhibitions, workshops, seminars and community outreach events (e.g., heritage festivals), as well as websites and online archives. The CCK activities include two major ongoing multi-year projects, the AUD *Institutional Memory Project* (IMP: AUD-funded continuously since 2013) and the *Humanities Across Borders* (CCK) project (HaB: primarily funded by the International Institute of Asian Studies, Leiden, Netherlands, for 2017-20).

IMP is a University-wide project based in CCK to document the academic and other activities and events of the university, recording institutional growth and the formal as well as informal processes of collective deliberation. As part of its 3-year plan (2018-21), parts of IMP will be made available online for wider access. Additionally, CCK has been undertaking two major archiving programmes in conjunction with AUD IT services: the *Archives of Indian Maritime Community Traditions* (www.maritimearchives-cck.org) and the *Delhi Memory Archive* (DMA: to go online August 2018) comprising an online repository of photographs, recordings, transcripts and diaries of residents of the Delhi region.

In order to establish CCK further as an interdisciplinary research centre in the University, with stronger connections to AUD teaching and research programmes, it is proposed to create between 3 and 4 faculty level, administrative and technical positions. These positions would be in addition to the CCK Coordinator (Associate Professor appointment), project staff (paid mainly through project grants) and numerous student volunteers (see concluding section of this document). (The CCK Directorship is occupied by an AUD faculty member but it is not a separate salaried 'post'.)

For details about CCK projects and activities, see the CCK website at www.cckonline.in ; <http://aud.ac.in/academic/centres/cck>.

Background.

CCK was activated as an AUD Centre for Studies and Research in 2011 and has been working systematically on projects since 2012-13. CCK has an advisory board that includes non-AUD experts and stakeholders. The Centre was established with a mission to focus on communities at the margins, documenting and disseminating the praxis of oral and practice-based knowledge of people, places, communities, work practices and other 'lived [or everyday] experience', especially from the social margins, into academia. As a unit of a 'city university', CCK seeks to establish and consolidate ways of collecting and sharing knowledge through interface between CCK staff, other experts, community organizers and the various publics of the Delhi region. CCK is broadly dedicated to studying the interrelationships between academic learning and

research, on the one hand, and, on the other, ways of seeing and telling that persist in local contexts—that is, to exploring relationships between local and hegemonic (or universalizing) epistemes. CCK's focus on creating dialogue between 'knowledge from the margins' and from 'the academic mainstream' has helped add community-based knowledge to the available alternatives for sustainable futures.

CCK's performance as an AUD Centre has captured attention at national and international levels. Its activities and skills have been recognised by national agencies that include the Delhi Government, the National Museum, INTACH and the Muziris Heritage Project. On the international level, academic and non-academic such as the International Institute of Asian Studies (Netherlands), Chiang Mai University (Thailand), Fudan University (Shanghai, China) and the University of Chicago (USA) have already engaged with CCK or wish to establish partnerships with it.

CCK work focus areas.

Although CCK has a mandate to serve immediate 'communities' of AUD and of Delhi, its projects and activities are not limited in focus to Delhi: several completed as well as ongoing projects have been dedicated to recovering local 'pasts' and apprehending the present in Madhya Pradesh and the north-eastern states of India, and a few projects concern cultural and other relationships across the wider region of South and Southeast Asia. What ties these engagements together is a concern for local/community knowledge: practices embedded in local contexts and ways of understanding them.

Main areas of completed, ongoing and prospective CCK work can be outlined as follows. . .

1. Delhi city engagement – including establishing a *Delhi City People's Museum* highlighting knowledge about and from the living city.
2. Local knowledge from knowledge margins – creating networks for collection and application of marginalised local knowledge collections. ('Humanities Across Borders' is an ongoing project dedicated to these issues.)
3. Institutional Memory Project – an AUD campus(es) ethnography and institutional history.
4. Archives and collections – establishing public online archives of various kinds for AUD and promoting their use beyond the university.

Note that heading 1. presently includes **six** different projects or activity sets that entail oral interviewing, construction of exhibitions, production of (documentary) films and recurring festivals (e.g., the 'Dara Shukoh Festival'). Heading 2. activities include documentation and publishing projects focusing on Indian Ocean maritime history, the

northeast region of India, Central India and Southeast Asia. Some Heading 3. and 4. activities are inter-related.

Future of CCK.

AUD presently has three active campuses across Delhi, placing it in a unique position to strengthen the systematic study of Indian urban and peri-urban areas. AUD's association with the Delhi government makes it able to evolve and implement programmes, practices and policies that are appropriate to the Delhi context. For example, AUD is likely to sign an agreement with the Delhi (state) Archives for oral history research and its communication with the public.

In the past financial year (2016-17), CCK has achieved a 50% balance in financing between AUD internal research funds and externally supported projects. Since 2014, CCK has been allotted one contractual position by AUD for core staffing: viz. one Associate Professor (3+2 year basis) as Coordinator. In addition, AUD designates a Professor on a revolving basis as Director. This arrangement was helpful in initiating the current range of community-based knowledge projects. CCK has obtained increasing external funding over the past 4 - 5 years for the activities outlined in this memo.

CCK has prepared a 5-year 'plan' document (for 2018 – 2023) as well as a 3-year financial note. In the coming years (2018-21), CCK will require infrastructure, administrative and staffing support additional to the present posts of Coordinator and Director (who occupies an AUD professorial post), the research assistants/associates supported primarily through external grants, and its occasional student volunteers and workers. It has been proposed that CCK acquire with direct funding from the university two faculty-level personnel (with 2+3 year appointments as assistant professors) to strengthen the interface between CCK and AUD teaching programmes; one technical officer to manage digitisation and archiving activities in cooperation with AUD IT Services; and one administrative officer to manage the Centre's budget, income from 'external' sources and expenditure. The Coordinator would then assume primary responsibility for project management, in cooperation with the Director.

{Prepared by Prof. Denys P. Leighton, Director CCK, and Surajit Sarkar, Coordinator CCK, 29 June 2018.}



Resol. No. 19.3/BoM(24)/24.07.2018

To note and record the report on University Development Fund (UDF)

The Board of Management in its 19th meeting held on 19 April 2016 had approved the creation of four corpuses of the University Development Fund (UDF) and also approved that the corpuses against each of the funds would be administered and managed by separate sub-committees comprising AUD faculty members and eminent external experts to be constituted by the Vice Chancellor. Accordingly, Sub-Committees were constituted as under:

- (i) **Sub Committee of UDF on Academic Chairs Fund**
 Professor Salil Misra, Professor SLS – Chairperson
 Professor Varginius Xaxa, Tezpur University, External Member
 Professor Radharani Chakravarty, Member
 Professor Anup Dhar, Member
 Mr Benil Biswas, Member
- (ii) **Sub-committee of UDF on Research Endowments**
 Chairperson, ACRPM (EX-officio) - Chairperson
 Professor Peter deSouza, CSDS, External Member
 Professor Surinder S Jodhka, JNU, External Member
 Professor Chandan Mukherjee, Member
 Professor Anup Dhar, Member
 Dr Arindam Banerjee, Member
 Dr Anita Elizabeth Cherian, Member
- (iii) **Sub-committee of UDF on Student Travel and Exchange Programme Fund**
 Dean, Student Services (Ex-Officio) – Chairperson
 Professor Krishna Menon, Member
 Dr Kartik Dave, Member
 Dr Ravikant Sharma, Associate Professor, CSDS, External Member
 Dr Rohit Negi, Member
 Dr Yogesh Snehi, Member

A brief note on the proposed activities under these corpuses are:

- (i) **Academic Chairs Fund**

The Academic Chairs Sub-Committee had proposed and recommended the name of Professor Valerian Rodrigues to occupy the Ambedkar Chair as a Professorial Fellow. Professor Rodrigues joined on 1st of August 2017 for a period of one year. Since then he has been engaged in a number of activities such as a monograph on Ambedkar's engagement with certain key-themes of Indian Politics, exploring the possibility of creating an Ambedkar Resource centre and editing a volume of the first ten Ambedkar memorial Lecture delivered between 2009 and 2018.

To enable Professor Rodrigues to finish the some of the above tasks, his term has been recommended for an extension by a month beyond 31st of July 2018. The process of appointing the next Academic Chair has been initiated.

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(ii) Research Endowments

The committee is examining the proposal of offering six month's research leave to selected AUD faculty on the basis of proposals scrutinized through due process. The funds set aside of the Research endowment will be utilised for engaging a faculty in place of the AUD faculty who has been sanctioned leave for research. The salary of the faculty to be engaged will be met from the Research Endowment Funds.

(iii) Student Travel and Exchange Programme Fund

The fund is being publicised amongst the AUD community to explore possibility of supporting students to avail of the grants. Under the agreement with Indiana University for personnel exchanges 2017-2020, several AUD postgraduate and undergraduate students are to be nominated for academic visits of one semester duration to the campus of Indiana University, Bloomington. Request for support from the UDF committee to cover expenses of these visits has been received. One PhD scholar will be travelling to IU in the current semester and the funds to support part of her travel are being met from the corpus.

Resol. No. 19.13/BoM(24)/24.07.2018**To note and record the current status report (Progress Report, June 2018) of the AUD Centre for Incubation, Innovation and Entrepreneurship (ACIIE)****Brief Description**

AUD Centre for Incubation, Innovation and Entrepreneurship (ACIIE) is a not-for-profit company set up by Ambedkar University Delhi (AUD).

The mission of ACIIE is to facilitate translation of conceptual learning across interdisciplinary areas into real-time practice anchored around innovation, creativity and entrepreneurship.

At present, the Centre undertakes the following initiatives as part of its core activities:

- Invite and incubate innovative ideas and help these evolve into executable business ventures.
- Support pilot and start-up phase of (social) enterprise development.
- Extend technical and psychological support through mentorship and assist to arrange financial resources from investors and other related means.
- Promote entrepreneurial culture through organizing workshops, seminars and experience sharing.

Main Outcomes/ Achievements**i. Incubation of Startups**

Six (6) for-profit social startups are currently under incubation at the ACIIE, ranging from mental healthcare for the marginalized, rooftop farming, education for the underprivileged, solar energy to healthy food and gardening. Details of these are provided in Annexure 'A'.

Prior to the incubation stage, the Centre assisted these startups in terms of refining and detailing their respective proposals.

Each startup is being provided a seed funding of INR 10 Lac against an equity share of 5% held by the Centre.

The incubatees are also being provided mentoring and professional services along with basic working facilities such as space, furniture and digital communication to operate their ventures at ACIIE.

ii. Pre-Incubation of Startups

The Centre has developed a pre-incubation structure that regularly assists beginners in visualizing their respective ideas into actionable business plans. The Centre has so far guided more than 20 candidates at the pre-incubation level.

Several of these candidates have been taken to the incubation level at ACIIE as well as other incubation facilities.

The details of the pre-incubatees are also included in 'Annexure B'

iii. Shortlisting for Atal Incubation Centre (AIC) Funds

ACIIE has been shortlisted for award of funds up to INR 10 Crore, under the Atal Incubation Centre scheme, NITI Aayog, Govt. of India.

The declaration of this award was made in May 2018 and the funds are likely to be released within the next 6 to 8 months.

Apart from the above, applications for further funding, has also been made under Future Forward Skill Mission (Tata Trust) and Dept. of Science & Technology (Govt.).

iv. Teaching

The Centre in association with the School of Design and School of Business, Public Policy and Social Entrepreneurship has been undertaking teaching activities in the subject area of social entrepreneurship. In this regard, a 4 credit elective course in 'Social Entrepreneurship and New Economies' was offered at the MA level and 27 students of the university from various programmes attended the course in the winter semester of 2018.

v. Research

A research study on "Conceptualizing a Pre-Incubation Support Programme" was undertaken and completed during 2017-18. The objective of the study was to identify concrete and realistic guidelines for visualizing a pre-incubation support programme that may help young adults in carrying out and completing all necessary groundwork towards establishing a social enterprise.

vi. Networking and Collaborations

The Centre has built professional linkages with experts and organizations to provide mentoring and field support to its incubatees as well as other activities.

List of Agencies with whom the Centre is Collaborating:

- Department of Training & Technical Education, Govt. of NCT of Delhi.
- The Indus Entrepreneur – Delhi
- Water Aid India
- Ek Gaon Technologies, Uttar Pradesh
- Eco Tasar Silk Pvt. Ltd., New Delhi
- School of Social Entrepreneurs, India
- Start-Up Oasis, Jaipur
- Quick Sand Studio, New Delhi

vii. Infrastructure, Internal Team and Facilities

The Centre has developed adequate space, infrastructure and facilities to provide simultaneous incubation support to at least 12 projects, at a given time.

The Centre has also built a core team of five (5) members to support the strategic, operational and logistical requirements with respect to its given activities. The management and advisory bodies have also been formed for overall supervision and day-to-day functioning of the Centre.

ACIIE has launched its newly developed website that captures the vision and activities of the Centre. The website can be accessed at www.aciie.in

Future Endeavors and Plans

i. Expansion of Incubation of Startups and Infrastructure

With the forthcoming award of INR 10 Crore under the Atal Incubation Centre (AIC) scheme, ACIIE would have the opportunity to expand its infrastructure and significantly raise the number of incubation of startups through the Centre. As a part

of the said initiative, it is expected that the Centre would also extend its functioning to other campuses of AUD at Lodhi Road and Karampura.

Details for the next 3 years in this regard are given below:

		2019	2020	2021
#	Activity			
1	Number of Startups to be Incubated	12	16	20
2	Number of Startup to be Accelerated	12	16	20
3	Number of Pilots/ Prototypes to be Supported	16	16	16

ii. Workshops, Diploma and Certificate Programmes

With the objective of preparing young individuals for a career in social entrepreneurship, it is felt that initiatives in three broad aspects i.e. awareness building and exposure, training and capacity building and applied/ action research, would be required.

In this regard, the following courses and programmes have been visualized and are expected to be launched in association with the SBPPSE and the SDes:

1. **Social Immersion Course** for undergraduate and postgraduate students of the university to provide awareness and exposure towards functioning of the social sector and identify possible career opportunities in the field. The course is proposed as an Elective of 4 credits and to be preferably offered as a consolidated module in the field. In view of the logistics involved, the course will have a maximum of 15 students in a cohort.
2. **Social Entrepreneurship Course** for postgraduate students of the university to provide a basic orientation to the subject and build working competence of visualizing a realistic business model in a social context. The course will be as an elective of 4 credits, spread through a semester with a maximum of 25 students in a cohort.
3. A flagship professional programme in **Social Entrepreneurship Development** with the possibility of incubation support at ACIIE for limited candidates on meritorious ground, after completion. The focus will be on creating competent individuals committed to setting-up social enterprises. The programme shall be open for anyone from inside or outside AUD and admission will be based on a rigorous selection process.

Duration of the programme is proposed to be of 3 months with an award of a certificate by the Centre/ SBPPSE (AUD).

A maximum of 12 – 15 candidates shall be inducted in a cohort.

4. **Social Entrepreneurship Orientation Programme** tailored for students from other institutions with specific requirements. The programme would assist students in translating their respective ideas into viable business plans that may consequently attract further support for incubation or capital investment.

If we are able to distinguish ourselves in delivering this programme, it could be a good source of revenue for the Centre by way of charging a reasonable fee.

The programme will have 10 interactive workshops of 3-4 hrs each, spread over 8 weeks.

5. Post-Graduate Diploma Programme in **Innovation and Entrepreneurship** meant to train professionals who may impact various social initiatives as entrepreneurs or engage with NGOs, corporates and govt. agencies, to bring entrepreneurial approach.

The programme is envisaged as a 1 year full-time programme with a maximum of 25 students in a cohort.

6. **Management Development Programmes** will be meant for social sector organizations in diverse areas such as marketing, finance, sustainability, design thinking, etc.

Envisaged on a workshop mode of 2-3 days, the programmes would have an intake of 15 candidates each.

Expenditure Incurred from February 2016 to July 2018

	Particulars	Expenditure Incurred
1	Incorporation	Rs. 02.01 Lac
2	Infrastructure & Facilities	Rs. 49.00 Lac
3	Staff on Board	Rs. 59.66 Lac
4	External Expertise & Services	Rs. 21.38 Lac
5	Publicity & Promotion	Rs. 07.60 Lac
6	Misc. Office Expenditure	Rs. 18.11 Lac
7	Incubation	Rs. 24.55 Lac
	TOTAL	Rs. 182.31 Lac
