

**Office of the Registrar  
Academic & Council Branch  
Jamia Millia Islamia**

**Minutes**

**of the Ordinary meeting of the *Majlis-i-Muntazimah* (Executive Council) (EC-V/2012) held on Friday, the 8<sup>th</sup> June 2012 at 4.00 p.m., in the Yasser Arafat Hall, Khayaban-e-Ajmal, (Administrative Block), Jamia Millia Islamia, New Delhi-110025.**

An Ordinary meeting of the *Majlis-i-Muntazimah* (Executive Council) (EC-V/2012) was held on Friday, the 8<sup>th</sup> June 2012 at 4.00 p.m., in the Yasser Arafat Hall, Khayaban-e-Ajmal, (Administrative Block), Jamia Millia Islamia, New Delhi-110025.

The following were present in the meeting:

- |  |          |
|--|----------|
| 1. Mr. Najeeb Jung<br>Vice-Chancellor, JMI                               | Chairman |
| 2. Prof. S. M. Rashid<br>Pro-Vice-Chancellor, JMI                        | Member   |
| 3. Prof. Aejaz Masih<br>Dean, F/o Education, JMI                         | Member   |
| 4. Prof. Khalid Moin<br>Dean, F/o Engineering & Technology, JMI          | Member   |
| 5. Prof. Tasneem Meenai<br>Dean, Students' Welfare, JMI                  | Member   |
| 6. Prof. U.M. Amin<br>Hony. Director, Centre for Management Studies, JMI | Member   |
| 7. Dr. Jamshed A. Usmani<br>Associate Professor, D/o Mech. Engg. JMI     | Member   |
| 8. Prof. Moinuddin<br>Visitor's Nominee                                  | Member   |

9. Prof. S. M. Sajid  
Registrar

Secretary

The following officer was also present:

10. Prof. Shahid Ashraf (Special Invitee)  
Finance Officer, JMI

The following staff members were also present to assist in the proceedings:

Mr. Aftab Ahmad  
Asstt. Registrar (A&C), JMI

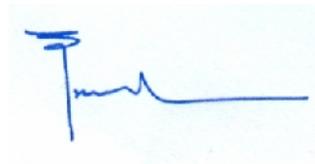
The Vice-Chancellor welcomed Prof. Khalid Moin, Dean, Faculty of Engineering & Technology, JMI, as new member of the *Majlis-i-Muntazimah* (Executive Council).

He also appreciated the contribution made by Prof. Ragini, Ex-Dean, Faculty of **Dentistry**, JMI, during his tenure as member of the *Majlis-i-Muntazimah* (Executive Council).

**EC-2012 (V): Reso-01**

**Confirmation of the Minutes of the previous Meetings of Executive Council held on 23.04.2012.**

While considering the Minutes of the previous meeting of *Majlis-i-Muntazimah* (Executive Council) held on 23.04.2012, the Registrar informed about the suggestion received from Prof. Faizan Ahmad on Reso. No. 3 to replace the words "...to take disciplinary..." with the "...to initiate disciplinary...". The Majlis (EC) agreed to replace the wordings as suggested and then confirmed the said Minutes.



EC-2012(V): Reso.-02

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

The Majlis (EC) endorsed the following actions already taken by the Shaikh-ul-Jamia (Vice-Chancellor) in anticipation of the approval of Executive Council:

**Confirmation of Services**

- 2.1 Approval on the confirmation of services of **Dr. Anuradha Sharma** as Associate Professor in the Faculty of Dentistry, JMI w.e.f. 06.12.2011 (in terms of validity of Faculty of Dentistry).

**Appointment**

- 2.2 Approval on the extension in the appointment of **Prof. M. H. Qureshi** as Professor on A. M. Khwaja Chair w.e.f. 01.07.2012 for a period of three years or till further orders whichever is earlier on usual terms and conditions. The appointment will be reviewed at the end of third year by a Committee constituted by the Vice-Chancellor.

**Nominations**

- 2.3 Approval on the nomination of the following persons as the members of the **Board of Management of the Centre for Jawaharlal Nehru Studies, Jamia Millia Islamia** for a period of three years w.e.f. 17.04.2012 in terms of para 2 (c) of the Ordinance 19 (XIX) (Administrative) of the University:

1. Prof. Shahid Ashraf, Department of Economics, JMI.
2. Prof. Badar Alam, Department of Political Science, JMI.
3. Prof. N. U. Khan, Department of Social Work, JMI.

- 2.4 Approval on the nomination of the following persons as the members of the **Board of Management of the Centre for Nanoscience & Nanotechnology, Jamia Millia Islamia** for a period of three years w.e.f. 18.04.2012 in terms of para 2 (c) of the Ordinance 19 (XIX) (Administrative) of the University:

1. Prof. S. S. Mehdi, Department of Physics, JMI.
2. Prof. Naseem Ahmad, Department of Mathematics, JMI.
3. Prof. M. Sami, Centre for Theoretical Physics, JMI.

- 2.5 **Recommendations of the following Selection Committees, Jamia Millia Islamia.**

- (A) **Recommendations of the Selection Committees, F/O Dentistry:**

The Selection Committees in its meeting held on 24 April, 2012 have recommended the names of the following for their appointment under various Departments in the Faculty of Dentistry, JMI:



S. No.	Name of Post (s)	Name of selected candidate/ Remarks (M/s Dr.)	No. of Post	Date of Selection Committee
01	<u>D/o Conservative Dentistry &amp; Endodontics</u> Asstt. Professor Rs. 15,600-39,100, (GP 6000)	Natasha Gupta- Selected	01	24.04.2012
02	<u>D/o Orthodontics</u> Asstt. Professor Rs. 15,600-39,100, (GP 6000)	Harneet Kaur – Selected Prabhat Kr. Chaudhary (On Panel)	01	24.04.2012
03	<u>Tutor</u> Rs. 15,600-39100 (GP 6000)	Yusra Khan *	01	24.04.2012

\* (The Selection Committee recommended the appointment of Yusra Khan on a term of 3 years.)

**(B) Recommendations of the Local Selection Committees, F/O Dentistry, JMI**

Recently Selection Committee meetings were held for filling up various positions in the F/o Dentistry. Since suitable candidates were not found on some of the posts, these posts have been filled up on contractual basis through Local Selection Committees (Walk in Interview) in view of the DCI inspection of the Faculty of Dentistry. The details of which are given below:

S. No.	Department	Name of the Post	Date of Local SC	Recommendations of the Local Selection Committees
01	Oral Pathology & Oral Microbiology	Asstt. Professor	17.4.2012	The S.C. recommended contractual appointment of Dr. Ankita Tandon
02	Periodontology	Asstt. Professor	17.4.2012	The S.C. recommended contractual appointment of Dr. Anika Daing
03	Public Health Dentistry	Asstt. Professor	17.4.2012	The S.C. recommended contractual appointment of Dr. Sukhvinder Singh Oberoi
04	Microbiology	Asstt. Professor	17.4.2012	The S.C. recommended contractual appointment of Dr. Deepa Anil Kumar
05	Public Health Dentistry	Associate Professor	10.5.2012	The S.C. recommended contractual appointment of Dr. Tanupriya Gupta

**2.6** Approval on the confirmation of services of **Dr. Mohammad Faisal** as Associate Professor in the Faculty of Dentistry, JMI, w.e.f. 2.5.2012 (in terms of validity of Faculty of Dentistry).

**2.7** Approval on the qualifications for the post of **AEE (Electrical), Building & Construction Department, JMI** to be filled by Departmental Promotion Committee as under:

*“Diploma in Electrical Engg. From recognized institution with 10 years experience of maintenance of university building, Sub-station, Generators, Fire Alarm, Fire Hydrant System, Electrification, LT and HT Panel after obtaining Diploma.*

*Should be well versed with CPWD accounting and billing procedure and codes, AOR, preparation DPR, good knowledge of PAR and cost index, management of multistory RCC buildings with good knowledge of anterior, should be well versed with HVAC System/ Package/ Split/ Cassette unit/ VRF type Air Conditioning System, Central Air Conditioning Plants and related works i.e. Cooling Towers, air handling units, Motors Compressor, Ducting System, Water Treatment Plant, Tube-wells and lifts.”*

The Majlis (EC) directed to obtain the qualifications for the post of Assistant Executive Engineer (Electrical) from the CPWD and few other Central Universities before finalizing the same. The Majlis (EC) authorized the Vice-Chancellor to approve the qualifications.

**Action: AR (RPS)**

**2.8 Approval on temporary appointment of an Assistant Professor against the vacant post of Professor (Medieval India, D/o History & Culture, JMI).**

Approved to appoint one Asstt. Professor against the post of Professor (Medieval India, D/o History & Culture, JMI) for a period of three years or till vacancy exists or till further orders, whichever is earlier, against the vacated by Prof. S.M. Azizuddin Husain who has been appointed as Director, Rampur Raza Library on deputation basis.

**2.9 Approval on Interest @ 8.8% to GPF and CPF subscribers of JMI for the financial year 2012-13.**

Approved the implementation of the Reso. 5(1)-B(PD)/2012 dated 22.5.2012 of the Ministry of Finance, Government of India, Department of Economic Affairs, regarding the announcement for accumulation at the credit subscribers to the General Provident Fund and other similar funds to carry interest @8.8% per annum during the year 2012-13 to begin on 01.04.2012.

**EC-2012 (IV): Reso.-03**

**Recommendations of the Academic Council held on 20.01.2012**

***Endorsement of the recommendations of the Majlis-i-Talimi (Academic Council) (AC-I/2012) held on 20.01.2012***

The Majlis (EC) endorsed the following recommendations of the Majlis (Academic Council) of its meeting (AC-I/2012) held on 20.01.2012:



**Study Leave**

- 3.1 Allowed **Ms. Asfia Daneshyar**, Assistant Professor, IASE to avail Study Leave w.e.f. 14.10.2011 to 13.10.2012 (instead of 12.9.2011 to 11.9.2012 as approved earlier).

**Appointment**

- 3.2 Appointed **Prof. Mushahid Hussain**, Department of Physics, as Hony. Director of Centre for Nanoscience and Nanotechnology with immediate effect i.e. 09.12.2011 until further orders.

**EC-2012 (IV): Reso.-04**

**Recommendations of the Academic Council held on 18.04.2012**

***Endorsement of the recommendations of the Majlis-i-Talimi (Academic Council) (AC-I/2012) held on 18.04.2012***

The Majlis (EC) endorsed the following recommendations of the Majlis (Academic Council) of its meeting (AC-II/2012) held on 18.04.2012 as embodied in the resolutions:

**Signing of MoU/Agreement**

- 4.1 Approval of the signing of MoU between Jamia Millia Islamia and University of Westminster, U.K. (**Annexure-I**).
- 4.2 Approval of the signing of agreement between Jamia Millia Islamia and Embassy of French, New Delhi, for providing French Language Tutors Programme 2012-13 to teach French language programs in Jamia Millia Islamia (1 August 2012 to 30 April 2013) as per **Annexure-II**.
- 4.3 **Approval of qualifications for teaching positions in AJK MCRC.**

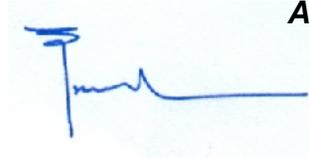
Approval of the qualifications for vacant teaching positions in AJK MCRC (**Annexure-III**).

**Action: AR (RPS)**

- 4.4 **Proposal for naming the Self-Financing School after a person who has made significant contributions to Jamia (AC-2012 (II): Reso-03).**

The Majlis (AC) deliberated on the proposal for naming Self-Financing School after a person who has made significant contributions to Jamia. After detailed deliberation, the Majlis (AC) unanimously approved to name the Self-financed School as **Syed Abid Hussain Senior Secondary School** who has made significant contribution to Jamia.

**Action: AR (Schools)**



4.5 **Proposal for allowing 30 Earned Leave in respect of Security Staff, Proctor's Office by treating them as non-vacation staff (AC-2012 (II): Reso.- 05).**

The Majlis (AC) considered and approved the proposal duly recommended by the Standing Committee for Act, Statutes and Ordinances dated 02.12.2011 that the Security Staff of the Proctor Office may be treated as Non-Vacational staff and they may be given 30 days Earned Leave instead of 30 days Vacation Leave and 10 days Casual Leave in a year along with the amendment to be made in the Para VIII (B) (14) (5) of the Leave Ordinance (Admin) of the University.

**Action: OSD/DO/SO (Legal)**

4.6 **Proposal for amendment in Ordinance 15-E (XV-E) (Academic) regarding conversion of "Advanced Diploma in Counseling Psychology" from annual mode to semester mode (AC-2012(II): Reso.-07).**

The Majlis (AC) considered and approved amendment in Para 8 of Ordinance 15-E (XV-E) (Academic) duly recommended by the Standing Committee for Act, Statutes and Ordinances due to changing over of PG Diploma in Counseling Psychology from Annual mode to Semester System (**Annexure-IV**).

**Action: DO/S.O. (Legal)**

4.7 **Approval of list of Panel of Experts of the Selection Committees for teaching posts of the following Departments/Centres(AC-2012(II): Reso.-13):**

The Majlis (AC) considered and approved the Panel of Experts of the Selection Committees for teaching posts of the following Departments/Centres:

A. **Faculty of Natural Sciences**

1. D/o Computer Science
2. D/o Chemistry
3. D/o Mathematics

B. **Centres of Studies of the University**

1. Nelson Mandela Centre for Peace & Conflict Resolution
2. Centre for Culture, Media & Governance

C. **Faculty of Engg. & Technology**

1. D/o Civil Engg.
2. D/o Mechanical Engg.
3. D/o Electrical Engg.
4. D/o Computer Engg.



5. D/o Applied Sciences and Humanities

D. **Faculty of Architecture & Ekistics**

**Action: AR (RPS)**

**EC-2012 (IV): Reso.-05**

**Decision on the Inquiry Report in the complaint of sexual harassment at work place lodged by Ms. Kavita Bhatnagar, Assistant Professor (Electronics) against Mr. Tanvir Ahmad Abbasi, Incharge (Electronics) University Polytechnic.**

The Majlis (EC) considered the complaint lodged by Ms. Kavita Bhatnagar, Asstt. Professor (Electronics), University Polytechnic against Mr. Tanvir Ahmad Abbasi, Incharge (Electronics), University Polytechnic, the Inquiry Report of the University Complaint Committee pertaining to harassment of women at work places, and the relevant records.

Following due deliberations, and on careful perusal of records, the Majlis (EC) decided that Mr. Tanvir Ahmad Abbasi should immediately be removed from the honorary position of Incharge, Electronic Section. Further, he should be warned and directed to desist from using filthy languages against colleagues. The conduct of Mr. Abbasi shall under close scrutiny of the University authorities.

**Action: OSD**

**EC-2012 (IV): Reso.-06**

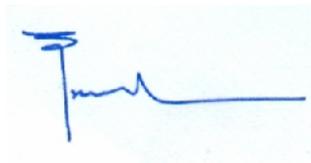
**To consider the Inquiry Report in respect of Mr. Azeem Rahman, Assistant Professor, F/o Architecture & Ekistics**

This item was deferred for a next meeting.

**EC-2012 (IV): Reso.-07**

**To consider the Inquiry Report of the disciplinary proceedings initiated against Ms. Reshma Rafat, Teacher Grade-I, Physics, Jamia Sr. Sec. School (Self-financed), Jamia Millia Islamia**

This item was deferred for a next meeting.



**EC-2012 (IV): Reso.-08**

**Decision on the proposal of conversion of the post of Controller of Finance & Administration (AJK MCRC), into Joint Director (CIT) to be posted in FTK CIT.**

The Majlis (EC) noted that the AJK-MCRC has a sanctioned post of Controller of Finance & Administration in the Professor's grade. In fact, this post was sanctioned to AJK MCRC when all the administrative and financial matters were independently being dealt in AJK MCRC. Subsequently, most of the administrative and financial work has been transferred to the Central Offices and hence, the post of Controller of Finance & Administration is not being utilized in the Centre and is lying vacant for years together. On the other hand due to computerization in the University during the last one decade large expansion has been made in FTK CIT. Hence, the workload has increased there manifold.

In order to strengthen the IT services in the University by providing senior technical staff, the Majlis (EC) approved the proposal of conversion of the post of Controller of Finance and Administration into Joint Director (CIT) for utilization in FTK-CIT. The following Recruitment Promotion Rules were approved for this post:

**Joint Director (CIT)**

**Mode of recruitment: 100% Direct recruitment**

**Essential Educational Qualification:**

Ph.D. in Computer Science/ Computer Engineering/Information Technology with First Class relevant Master's Degree in Science/Engineering/Technology.

**Minimum Experience:**

Minimum 10 years of experience in administering/managing IT in a large enterprise of which at least 5 years experience as Sr. System Analyst/or equivalent in the pay band and Grade Pay of Deputy Registrar or its equivalent.

**Desirable:**

Experience of development and implementation of ERP and other software applications in educational institutions of higher learning/ maintaining large computer networks including wireless LANs/ Internet Bandwidth Management and IT Security/ Project management, conceptualization & implementation of IT initiatives/ e-Governance Projects/ Familiarity with procurement procedures in Central/State Government/Autonomous Bodies/PSUs/ End-to-end technology evolution, systems integration and standard operating procedures for networking, data-centres, systems and application.

**Action: OSD/AR (RPS)**



**EC-2012 (IV): Reso.-09**

**Decision on the proposal for conversion of the post of Gasman sanctioned in Department of Chemistry into Senior Lab. Assistant.**

The Majlis (EC) noted that there is a sanctioned post of Gasman in Department of Chemistry. This post is an ex-cadre post and has been advertised many times. But no suitable candidate has been found. Therefore, the Board of Studies of the Department of Chemistry in its meeting held on 1<sup>st</sup> February 2012 has recommended to change the nomenclature of the post of Gasman as Sr. Lab. Assistant. This has been examined in consultation with the Dean, F/o Natural Sciences.

Since the post of Gasman is an ex-cadre post, and proposal for conversion this post is for the post of Sr. Lab. Assistant which is a cadre post, the Majlis (EC), resolved to convert the post of the Gasman sanctioned in Department of Chemistry into Sr. Lab Assistant on the similar Pay Band and Grade Pay i.e. Rs. 5200-20200, G.P. 2800.

**Action: OSD**

**EC-2012 (IV): Reso.-10**

**Approval of the Proposal to follow Central Government Rule/ Procedure where University's rules are silent.**

The Majlis (EC) was informed that Rules relating to University's academic, administrative and financial business are prescribed in our Act, Statutes, Ordinances and Regulations. But at times it has been experienced that either the rule/procedure relating to administrative and financial matters are completely unavailable in our Act, Statutes, Ordinances and Regulations or are incomplete.

The Majlis (EC), therefore, considered and approved the proposal to follow Central Govt. Rules/Procedure (as prescribed for Central Govt. Employees) where University's Rules are silent.



**Action: OSD**

**EC-2012 (IV): Reso.-11**

**To consider the Inquiry Report of the disciplinary proceedings initiated against Mr. Arif Ali Khan, Instructor, Workshop (under suspension), Jamia Polytechnic, Jamia Millia Islamia.**

This item was deferred for a next meeting.

**EC-2012 (IV): Reso.-12**

**To consider the Inquiry Report of the disciplinary proceedings initiated against Mr. P. K. Samuel, Office Assistant, (under suspension), Jamia Millia Islamia.**

This item was deferred for a next meeting.

**EC-2012 (IV): Reso.-13**

**To apprise the Majlis (EC) regarding the case of Mr. Harisul Haque, P.E.T. (under suspension), Jamia Middle School**

The Majlis (EC) noted that the case of Mr. Harisul Haque, P.E.T. (under suspension), Jamia Middle School, was placed before the Majlis (EC) held on 23/1/12. It was resolved as under:

*“The Majlis (EC) considered the Report and representation of Shri Harisul Haque following careful consideration, the Majlis (EC) noted that the Enquiry Officer has not clearly enunciated his conclusions with reference to evidence on record and therefore, the Majlis (EC) requires more investigation.*

*It was resolved that a fresh inquiry be held into the charges. It was further decided that the Enquiry Report be finalized and submitted within 10 weeks.”*

The Majlis (EC) also noted that a fresh inquiry proceedings were initiated in the month of February 2012. Mr. R. C. Nangia, Advocate, High Court was appointed Inquiry Officer and Mr. Nihaluddin Siddiqui was appointed as Presenting Officer. Inquiry proceedings were held on two different dates viz. 13/3/12 and 26/3/12 and next date for recording the university witnesses was fixed on 12/4/12.

The Malis (EC) further noted that Mr. Harisul Haque challenged the decision of the Majlis (EC) in the High Court of Delhi for holding fresh



inquiry. Following preliminary hearing, the Hon'ble High Court has stayed the inquiry proceedings pending against Mr. Harisul Haque till the next date of hearing i.e. 03/10/12.

After careful consideration of the above facts and the comments of the Chief Legal Advisor in connection with the above mentioned case, the Majlis (EC) resolved to await the decision of the Hon'ble Court in the matter.

**Action: OSD**

**EC-2012 (IV): Reso.-14**

**To consider the revised recruitment and promotion rules for the post of Sr. Lab Assistant (D/o Chemistry) and Technician (D/o Biosciences).**

The Malis (EC) considered the recommendation of the Committee constituted by the Vice-Chancellor to reframe Recruitment and Promotion Rules for the post of Sr. Lab Assistant (D/o Chemistry) and Technician (D/o Biosciences) and found these on lower side.

The Majlis (EC) directed to reframe the recruitment and promotion rules of these posts in the light of the prescribed qualifications of Hyderabad University and the IIT Delhi and authorized the Vice-Chancellor to approve revised recruitment and promotion rules of these posts.

**Action: OSD/AR (RPS)**

**EC-2012 (IV): Reso.-15**

**Approval of the minutes in respect of evaluation of API score based PBAS of the candidates and other related issues.**

The Majlis (EC) considered and approved the Minutes of the meeting held with the Vice-Chancellor on 16.5.2012 at 12.00 noon in his Chamber in respect of evaluation of API score based on PBAS of the candidates and other related issues with reference to EC Reso No. 6 dated 23.04.2012 on the subject. ( **Annexure-V**)

**Action: OSD/AR (RPS)**



**EC-2012 (IV): Reso.-16**

**Request for re-submitting the proposal of the Faculty of Engineering & Technology under the 12<sup>th</sup> Plan under Any other item with the permission of the Chair.**

The Vice-Chancellor agreed with the suggestion of Prof. Moinuddin (Visitor's Nominee) to re-submit a separate proposal in respect of Faculty of Engineering & Technology under the 12<sup>th</sup> Plan to the UGC with justification as the MHRD has been providing a huge grant to the Engineering colleges for their upgradation.

The Vice-Chancellor, while agreeing the above suggestion, requested Prof. Khalid Moin, Dean, Faculty of Engineering & Technology to prepare a revised proposal for submitting it to the UGC with the help of Professor Moinuddin (Visitor's Nominee).

***Action: Dean, F/o Engineering & Technology***

The meeting concluded at 5:15 pm with a vote of thanks to the Chair.



(Prof. S.M. Sajid)  
Registrar/Secretary

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