

NORTH-EASTERN HILL UNIVERSITY
SHILLONG- 793 001

No: EC:70-1/Conf/90-444 Dated Shillong the 5th November, 1990.

To

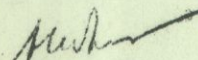
The Members of the
Executive Council,
North-Eastern Hill University.

Subject: Agenda papers for the 70th Meeting of the Executive
Council.

Sir/Madam,

I am forwarding herewith the Agenda papers for the 70th Meeting of the Executive Council Scheduled to be held on the 16th November, 1990 at 11:00 A.M. for favour of your information and consideration.

Yours faithfully,



(H. W. T. Syiem)
Officer on Special Duty

Encl: a.

AGENDA PAPERS FOR THE SEVENTIETH MEETING OF THE EXECUTIVE COUNCIL

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Item No. 1 Confirmation of the Minutes of the
69th Meeting of the Executive Council
held on 28th June, 1990.

The Minutes of the 69th meeting of the Executive Council held on 28th June, 1990 have been circulated to all members. The comments of one of the members Viz: Prof. A.L. Verma on the minutes are as follows:

1. On resolution No. EC:69:90:6:06(i) regarding refixing of pay of Dr. M. Ansari, Lecturer in Mathematics, Pachhunga University College:

As far as I remember the Executive Council had approved his case by retaining the initial basic pay fixed earlier and he was supposed to get all the dues without any further delay. I do not think there was any resolution to constitute a Committee again. His case was decided finally.

2. On resolution No: EC:69:90:6:06:(iv) regarding on the establishment of a fund for ex-gratia: Report of the Committee:

There is a typing mistake in the last paragraph of this item. Probably it was decided that the fund may be started from this year with a lumpsum amount of Rs.5 lakhs rather than Rs.45 lakhs, as reported in the minutes.

The matter is placed before the Council for consideration of confirmation of the Minutes.

(ii) Comments received from Dr. Vijai Kumar, are as follows :-

1. Right at the beginning of the meeting I had raised a point of order that information regarding this meeting did not reach me in advance. It reached me only a day before the meeting and so I could not get sufficient time to send some important agenda items. The Chairman expressed his regret for this lapse on the part of the administration. On my request, the Chairman agreed that these regrets will be recorded in the minutes, but it has not been done. Unfortunately, this is becoming a normal practice which was followed in September, 90 also. In the end of September, 90 a meeting of the E.C. was fixed but I did not receive any information about its date. Later on, it was postponed due to the prevailing situation in the city. I received the information about the postponement a week after the due date of the meeting. Such is the work of the administration. (One receives no information about the meeting but he gets information about its postponement and that too a week later.)

Many times, it has happened that other people (who are not E.C. members) come to know about the date of the next meeting about a month in advance and they write to me in connection with their works even from places outside Meghalaya mentioning the date of the meeting, but sitting in Meghalaya itself, and being a member of the E.C., I do not get any such information about the meeting. So, I am forced to write to them, "So far as I know, no meeting is going to be held on such and such date, as you have written in your letter." This is a matter of great shame for the E.C. and I strongly condemn such lapses on the part of administration. In the last meeting (held on 28.6.90) I protested strongly about this fact but my protest has not been recorded even once in the minutes in spite of an assurance from the Chair. There should be a clear and forceful instruction to the office to inform members about meetings well in advance.

2. On resolution No. EC:69:90:01:(i),(ii)&(iii)

Some comments written by me were typed in the agenda of the meeting held on 28.6.90. Those comments were distorted and even the English of many of the comments was wrong and made absolutely no sense. I pointed out this in the meeting also, and the Chairman acknowledged this and assured that this would not happen in future but this

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expression on his part does not form part of these minutes. He expressed regrets also for distortion of the comments, but those regrets are not minuted here, inspite of clear promises and understanding on the part of the Chairman.

3. On resolution No. EC:69:90:01:(i) regarding Investment of GPF/CPF money under Magnum Certificate Scheme.

Magnum Certificate Scheme is minuted wrongly. I pointed out that the scheme called Magnum Tax Saving Scheme, 1990 does not provide 12% interest, which is clear from the literature. In this scheme Rs.45 lakhs of GPF/CPF money have been unwisely invested by such people who do not possess the necessary expertise about the money matters. I also gave the Secretary of the Council a folder about this scheme and showed him that in this scheme in fact there is no promise of any interest whatsoever. Whatever will be given will depend on the income of the fund, and it will be give by the name of dividend, not interest. In fact, in a parallel scheme floated last year by the name of Magnum Tax Saving Scheme, 1988-89 they have given only 10% dividend and not 12% interest. In that scheme also there was no commitment in the literature, and this new scheme is a parallel one. I pointed out that the University should withdraw the money prematurely after 6 months as it is provided under rules and re-invest it somewhere else. Even then it will be a mistake and a loss to the University because there will be no return or just nominal return for those 6 months. But what has been done already, cannot be undone now; so it will be the best approach now. All these suggestions of mine have not been minuted correctly and that decision of the administration has been ratified in these minutes. These minutes say 'and as such investment was to be made under the scheme which provides 12% interest and there was no mistake in this regard.' These minutes are totally wrong and I cannot allow them to be confirmed. In the minutes it is written that the investment by the University authorities has been ratified by the Council. It should not be so and I cannot be a party to such ratification.

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4. On resolution No:EC:EC:69:90:01(ii):regarding payment of HRA to employees (teaching/non-teaching) of the University.

I pointed out, in the Council, that when the U.G.C. had already agreed to provide free hard furnished accommodation in the campus to all the teachers, the question of recovering license fee from them does not arise. This point raised by me does not appear in the minutes at all.

5. On resolution No:EC:69:90:01(iii):regarding adoption of Central Government Rules relating to GPF and CPF in NEHU.

I pointed out that there should be facility of payment of pension through the Post Office Savings Bank also, for those people who desire it, due to the following 3 reasons:-

- (a) Interest on P.O.S.B. is 5½% while in the banks it is only 5%.
- (b) Interest on P.O.S.P. is tax-free u/s 10 of the I.T. Act, 1961 while interest from banks does not enjoy this exemption. It is tax-free only upto Rs.7000/- in a year together with numerous other items, that too u/s 80L and not u/s 10. In a way, even at the slab of 40% tax, we are getting nearly double interest from P.O.S.B. as compared to the banks.
- (c) Whereas the banks charge their usual commission/exchange on transfer of moneys from one branch to another branch, the P.O.S.B. provides this service free of cost irrespective of the amount.

I pointed out, many times, in the council that the rules should be amended in the light of the above observations, but my comments are not included in these minutes.

6. On resolution No:EC:69:90:6:01(i):on Merit Promotion Case

I gave one application from Dr. Mathew George regarding the change of date to be considered as Reader, to the Chairman and requested to recorded it in the minutes. The Chairman promised to record it, still it is not included in the minutes.

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6. On resolution No:EC:69:90:6:01:(ii) on Selection Committee recommendation

Regarding appointment of Dr. N.J. Deb as Lecturer in the Mathematics Department, from the voices which came from all corners of the room, it was clear (at least to me) that the majority of the members are in favour of making this appointment. But the Chairman did not allow this to be done. I requested the Chairman for a division of votes on this issue but, he did not allow division either. I then requested the Chairman in these words:- (English translation of my Hindi words) "Kindly get the following fact recorded in the minutes that I requested a division, but the Chairman did not allow the division." The Chairman specifically and categorically promised to me that he would see that these very words would be recorded in the minutes. Still his promise has been belied and these words are not there in the recordings of the minutes and I take it as a very serious matter that even the words of the Chairman have been belied.

7. On resolution No:EC:69:90:6:01:(ii):

On the bottom of page 10, following ^{ing} lines are written, which are wrong.

"The Council RESOLVED to defer consideration of the recommendations of the Selection Committee for positions in the departments of Mathematics and Philosophy, as the persons had less than 55% of marks. The Vice-Chancellor was asked to consult the University Grants Commission and then act in this regard."

The correct decision was that the Vice-Chancellor was asked to act in this matter according to his own wisdom. The reason was that some people were of the view that this matter should be sent to the Visitor, and some people wanted it to be sent to the U.G.C., but because, (as the Chairman rightly pointed out) in both cases there was fear of much delay and so in the end finally the Council asked him to decide the cases on his own wisdom.

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8. On resolution No:EC:69:90:6:06:(i) Refixing of pay of Dr. M. Ansari, Lecturer in Mathematics, Pachhunga University College-

On page 14 in no: 6:6 the case of Dr.M. Ansari is written. Here I find the following words:-

No:EC:69:90:6:06(i)L:The Council considered the case of pay fixation of Dr. M. Ansari, Lecturer, Pacchhunga University College, Aizawl and RESOLVED to authorise the Vice-Chancellor to constitute a committee to re-examine the entire case and to report to the Council.

This is absolutely wrong. The Council never took any such decision. There was no question of forming any committee or anything like the committee. The clear decision was that the demands of Dr. Ansari should be completely acceded to in ^{toto} /and the University should fix his pay according to the earlier decision of the Council which was decided in the E.C.meeting on 1.2.1989. The case should be decided in that respect immediately and the arrears should be paid to him as early as possible.

I strongly oppose this distortion of the minutes.

On the whole, I feel that the minutes are very much distorted and I express my strong opposition on this fact.

Item No. 2 REPORTING ITEM :

- (i) Amendment of Ordinance OE-6 governing leave of teachers -

The amendment of sub-clause(i) of clause 12 and the deletion of the provisions of clause 13 of Ordinance OE-6 governing leave to teachers were considered in the 67th and 69th meeting of the Executive Council. The amendments as approved by the Council were submitted to the Ministry for Visitor's approval.

The Ministry has conveyed the approval. The matter is reported to the Council for information.

Item No: 3 RATIFICATION OF ACTION TAKEN BY THE
VICE-CHANCELLOR :

- (i) Extension of service of Shri P.P. Dey, System Engineer, Centre for Computer Science.

Shri P.P. Dey who has been appointed as System Engineer for the Centre of Computer Science with effect from 9.12.88 on adhoc basis for a period of one year had been given the extension of service for a period of six months effective from 9.12.89 and again for another six months with effect from 1.7.90, on the same terms and conditions.

The Head of the Centre has strongly recommended for extension of service as his service is badly required by the Centre.

On the approval of the Vice-Chancellor, the services of Shri P.P. Dey has been extended from 9.12.89 for six months and again from 1.7.90 for another six months.

The matter is reported to the Executive Committee for ratification.

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- (iii) Appointment of Head Department
of Linguistics, Nagaland Campus.

Consequent upon the joining of Prof(Miss) Juanita War in the Department of Linguistic, the Vice-Chancellor in terms of provisions of Statute 7 of NEHU Act, 1973, has appointed Prof(Miss) J.War as Head of the Department for a period of three years with effect from the date of joining i.e 11.8.89.

The matter is reported to the E.C for ratification.

- (iv) Appointment of Head Department
of Geology, Nagaland Campus

Consequent upon the expiry of the term of Headship of Dr.R.P.Kachhara, Reader & Head Deptt. of Geology, Nagaland Campus, the Vice-Chancellor has appointed Dr.R.N.Samah, Reader, Department of Geology, as Head of the Department with effect from 5.3.90 for a period of three years.

The matter is reported to the Council for ratification.

- (v) Appointment of Head Department of Economics, Mizoram Campus.

Consequent upon the expiry of the term of Headship of Dr.K.K.Upadhyay, Prof.Department of Economics, Mizoram Campus, the Vice-Chancellor in exercise of the terms of provisions of Statute 7 of NEHU Act, 1973, has appointed Dr.A.K.Agarwal, Reader, Department of Economics, Mizoram Campus as Head of the Department for a period of three years effective from 17.4.90 to 16.4.93.

The matter is placed before the Council for ratification.

ITEM NO. (vi) APPROVAL FOR APPOINTMENTS OF ADHOC
LECTURER IN SASRD.

Due to urgent requirement of teachers in some departments of SASRD, adhoc lecturers have been appointed without going through the proper Selection Committee. The above appointments were regularised by the Local Selection Committee which was held on 15.6.1990.

The names of adhoc lecturers department-wise and the period of appointment are as under:-

1. Agri. Chemistry Shri. A. C. Mondal Appointed since 18.8.89 and the Local Selection Committee recommended the appointment for a period of 1 year from the date of interview i.e. 15.6.90 or till the post is filled whichever is earlier.
2. Statistics Shri. Manas Das Appointed w.e.f. 10.8.89. The Local Selection Committee recommended for a period of 1 year from the date of interview i.e. 15.6.90
3. Rural Devp. Shri. Velvo Shijo The Local Selection Committee recommended for a period of 6 months initially against the post of Reader/Professor or till filling of the post on regular basis whichever is earlier.
4. Entomology Dr. M. Aleminla Ao Appointed w.e.f. 13.10.88. The Local Selection Committee recommended her appointment w.e.f. 13.10.88 and for 1 year from the date of interview.

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3:6:(2)

6. Agri. Economics Mrs. Kilangla The Local Selection Committee recommended for appointment initially for a period of 6 months against the post of Reader. She joined on 5.9.90.

The matter is placed before the Executive Council for ratification.

3:6:(2)

6. Agri. Economics Mrs. Kilangla The Local Selection Committee recommended for appointment initially for a period of 6 months against the post of Reader. She joined on 5.9.90.

The matter is placed before the Executive Council for ratification.

3:6:(2)

6. Agri. Economics Mrs. Kilangla The Local Selection Committee recommended for appointment initially for a period of 6 months against the post of Reader. She joined on 5.9.90.

The matter is placed before the Executive Council for ratification.

Bio data of the 3:6:(3)
following adhoc lecturers

1

1. Shri. A. Mondal - P.U. 11
B.SC (HON) 11
M.SC (AG) 11 Agri. Chem.
Ph.D Thesis submitted in 1980
2. Shri. Manas Das - H.S.L.C. 1
P.U. 1
B.SC (ECON) in Statistic 11
M.SC (AG) in Statistic 3.66/4.00
Statistic
PH.D. Thesis submitted in 1980
3. Shri. Velvo Shijo - B.A.
M.A. 1
4. Dr. A. Ao - H.S.L.C. 1
P.U. 11
B.SC Simple
M.SC 11
PH.D. Degree awarded.
5. Mrs. Kilangla - H.S.L.C. 11
P.U. 11
B.A. (HON) 11
M.A. 11 (ECON)

- (vii) Nomination of NEHU representatives in the Governing Body of affiliated colleges:

The Vice-Chancellor has nominated University representatives in the Governing Body of the following Colleges:

Name of the Colleges	University Representative	Term
1. Lady Kean College, Shillong.	1. Prof. (Mrs) S.Miri, Department of Philosophy, NEHU, Shillong.	3 years w.e.f. 18.7.1990
	2. Dr (Mrs) B.Lynden, Department of Continuing Education, NEHU, Shillong.	-Do-
2. Hrangbana College, Mizoram.	1. Prof. A.K.Sharma, Department of Public Admn., NEHU, Mizoram Campus.	2 years w.e.f. 19.3.1990.
	2. Shri S.K.Ghosh, Lecturer, Department of Economics, NEHU, Mizoram Campus, Aizawl.	-Do-
3. Zirtiri Women's College, Mizoram.	1. Smti Ramhmingthangi Ralte, Lecturer, English Department NEHU, Mizoram Campus, Aizawl.	2 years w.e.f. 9.3.90
	2. Shri Thangchungung, Economics Department, NEHU, Mizoram Campus, Aizawl.	-Do-
4. Korasia College	1. Shri Lianzela, Economics Department, Mizoram Campus, Aizawl.	2 years w.e.f. 17.7.89
	2. Shri K.C.Baral, English Department, NEHU, Mizoram Campus, Aizawl.	-Do-
5. Hnathial College, Hnathial, Mizoram.	1. Dr. R.S.Wangu, Head, Department of Education Education, NEHU, Mizoram Campus, Aizawl.	2 years w.e.f 31.1.1990
	2. Dr. R.N.Prasad, Reader, Department of Public Admn., NEHU, Mizoram Campus, Aizawl.	-Do-

The matter is placed before the Council for ratification.

(viii) Extension of term of NEHU representatives in the Governing Body of affiliated colleges

The Vice-Chancellor has extended the term of Prof.H.Junjappa, Department of Chemistry and Prof. R.P.Bajpai, Institute of Self Organising Systems and Bio-Physics, NEHU, Shillong as University Representatives in the Governing Body of Shillong College, Shillong upto 30.9.1991.

The matter is placed before the Council for ratification.

(ix) Nomination of two members in the
Affiliation Committee -

The Vice-Chancellor has nominated Prof. M.Miri
and Prof. B.Pakem to the Affiliation Committee as nominees of the
Academic Council.

The matter is placed before the Council for
ratification.

- x) Investment of GPF/CPF money under the State Bank of India Mutual Fund Scheme

The State Bank of India, Mutual Fund, Bombay invited in their circular of June '90 for investment in their new Scheme "Magnum Regular Income Scheme" 1990 with 12% plus per annum paid yearly with prospect of Capital appreciation.

2) Since the investment of GPF/CPF money in this Scheme with at least 12% plus return annually is more beneficial than any other investment in Bank/Post offices, the following amounts of GPF/CPF money of the employees were invested on 24.7.90 with the approval of Vice-Chancellor in the aforesaid "Magnum Scheme".

a) G.P.F. money Rs. 50,00,000/-(Fifty lakhs).

b) C.P.F. money Rs. 5,00,000/-(Five lakhs).

3) As per Section 25(i) of NEHU Act all investments exceeding 10,000/- require the approval of the Executive Council. Hence the case is put up for ratification by Executive Council.

- xi) Investment under "Boinanzas" of the Bank of India Mutual Fund Scheme.

The Bank of India, Mutual Fund invited investment in their Scheme introduced on 25.6.90 named "Boinanzas".

The Scheme makes the investment double in 5 years.

- 2) Considering the benefits in investment of G.P.F/ C.P.F. money Scheme, University invested the following amounts.

(a) G.P.F. - Rs. 2,40,000/-

(b) C.P.F. - Rs. 13,35,000/-

- 3) The Vice-Chancellor has already approved by investment in Bank of India . Mutual Fund Scheme for 5 years. As per provision of Section 25(i) of NEHU Act. The above investment is required to be approved by Executive Council. Hence it is submitted to the Executive Council for ratification.

- (xii) Resignation tendered by Dr.K.T.Viswanath from the post of Reader , English, Nagaland Campus, Kohima.

Dr.K.T.Viswanath Reader Department of English, Nagaland Campus, tendered his resignation from the post vide his letter dated July 18, 1990, and requested the University to release him with effect from Oct.10, 1990 on personal and health grounds.

In view of above, the Vice-Chancellor has accepted the resignation tendered by Dr.Viswanath, Clearance certificates have also been received from the various departments stating that No Dues are lying outstanding against him.

Hence Dr.K.T.Viswanath has been released from the University with effect from Oct.10, 1990 (AN) and orders issued accordingly.

The matter is reported to the Council for ratification.

(xiii)- Extension of Extra Ordinary Leave for another period of six months in respect of Sr.R.Lalthangliana Lecturer Sociology Department, Pachhunga University College, Aizawl, Mizoram.

Dr.R. Lalthangliana, Lecturer Sociology Department Pachhunga University College joined the College on 19/4/85. Dr. R.Lalthangliana was granted Extra Ordinary Leave with effect from 1/9/90 to 1/3/91 to enable him to discharge his duties as an Member of Legislative Assembly vide Executive Council Resolution No:EC:69:90:03(i)

Dr. R. Lalthangliana has now requested for extension for another six months with effect from 1/9/90 . The leave has been granted as per Ordinance O E - 6 8 8 (1) a teacher who is elected as Member of Legislative Assembly/Member of Parliament can be granted Extra Ordinary Leave upto 5 years.

The matter is placed before the Council for ratification.

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i) Panel of Examiners - (Ph.D).

The panel of Examiners for examining the Ph.D. theses of the following candidates are placed before the Executive Council for consideration.

<u>Name of candidates</u>	<u>Departments</u>
1. D. Ratno	Geography
2. Lalrintluanga	Geography
3. S.N. Singh	Geography

.....

ii) Panel of Examiners - (M.Phil) -

The panel of Examiners for examining the M.Phil dissertations of the following candidates are placed before the Executive Council for its consideration.

<u>Name of candidates</u>	<u>Departments</u>
1. Sunil K.Pio	Geography
2. D. Nengnong	Geography
3. A. Saikia	Geography
4. Imtitemsu Ao	Geography
5. Wanri B. Rani	Geography
6. Rajib Dutta	Geography
7. Sonali Syam	Geography
8. Munindra Borah	Geography
9. Binod Muchahari	Geography
10. Biren Swargiary	Geography
11. Subrata Chakraborty	Geography
12. Nandini Chakravorty	Geography
13. Susmita Biswas	Geography
14. Osmond Kharmawphlang	Geography

.....

5:6 - Establishment of new Departments/Centres/Courses

- (1) Introduction of a Course leading to the Degree of Master of Information Management.

As recommended by the School Board of Library and Information Sciences the Academic Council in its meeting held on 23.6.90 and 21.7.90 resolved to approved introduction of a Course leading to Master of Information Technology and decided that the proposal may be included in the VIII 5 year Plan.

The matter is placed before the Council for consideration.

(ii) Introduction of Tenyidie as MIL
at Degree level

In consideration of the report of the submitted by the Committee on the possibility to introduce Tenyidie M.I.L at Degree level, the Academic Council in its meeting held on 23.6.90 and 21.7.90, has approved introduction of the subject as M.I.L. at Degree level.

The matter is placed before the Council for consideration.

- (ii.) Opening of new Departments and a Centre under the School of Environmental Sciences.

Considering the recommendations of the School Board of Environmental Sciences, the Academic Council, in its 39th meeting, approved the proposals for establishment of a Department of Architecture and introduction of a Programme for the Degree of Master of Planning and decided that the two proposals may be included in 8th Five-Year Plan.

On the proposal for establishment of a Centre to study disasters (earthquake and floods) and atmospheric and meteorological Sciences, the Council resolved that the possibility of obtaining funds for the purpose may be explored and the matter may be taken up with the North-Eastern Council or some other organisation.

The matter is placed before the Council for consideration.

- (iv) Introduction of a Course on Numerical Method as applied to Computers to Provide computational skill to P.G. students and Research Scholars :-

In consideration of the Committee report on introduction of a Course on Numerical Method as applied to Computers, the Academic Council in its 39th meeting held on 23.6.90 and 21.7.90, resolved as under:

1. The course may be introduced for M.Phil/Ph.D Students
2. The course contents may be worked out by the Departments concerned in consultation with the Head, Centre for Computer Science.
3. The course may be conducted on the main-frame computer with eight terminals.
4. The general level computer course may be conducted with the help of the faculty members of the Departments of Mathematics and Economics.
5. Efforts may be made to strengthen the infrastructure facility. For the time being, however, the class-rooms in the Mathematics Department and the Institute of Self-Organising Systems and Bio-Physics may be utilised by mutual agreement.

The matter is placed before the Council for consideration.

5:8 - Others

(i) Revival of the one year M.Ed Course

In its 39th meeting the Academic Council considered and approved the proposal for revival of the one year M.Ed programme which was recommended by the School Board of Education.

The revival of this programme is approved in view of the fact that in the present 2 year M.A (Education) Course, B.Ed students had to undergo 3 years of study after completion of the 3 year BA/B.Sc course, in order to obtain a Master's Degree. Moreover, the research and investigations pursued by M.Ed students may have a more meaningful relevance of School conditions and result in a greater involvement of interaction of the Department with Schools in this region.

The matter is placed before the Council for consideration.

6:2 - Appointment/Creation-upgradation of posts/
Confirmation/Extension/Option/Transfer
Release/Termination

- (i) Removal of Shri Birendra Sangma, Chowkidar from the University Service in term of Statute 28(1) (d).

Shri Birendra Sangma, Chowkidar of the University has remained absent from duty w.e.f. 29.6.88 till date without any permission from the competent authority and his movements are not known.

Shri Sangma was served with explanation call vide letter No.F.16-43/Estt.I/75-3430 dt. 13.7.88. A reminder was again made vide letter of even No.3591 dt. 20.7.88 and No. 4643 dt. 30.8.88. The official has failed to reply to the explanation call. Annexure I, II, III.

Finally, a Show-Cause Notice was served vide letter No.F.16-43/Estt.I/75-6015 dt. 25.10.88. No reply to this has been received from Shri Sangma till date. Annexure IV.

The office have made efforts to communicate the above orders as per the present address and Home address of the said employee but without success.

The matter is placed before the E.C. for consideration for removal of Shri Birendra Sangma, Chowkidar from service in terms of statute 28(1) (d) with effect from 29.6.88.

NORTH-EASTERN HILL UNIVERSITY
 LOWER BACHUMIERE, SHILLONG- 793001 (MEGHALAYA)

No.F.16-43/Estt.I/75-3430

Dated 13.7.88.

M E M O

It has been reported that Shri Birendra Sangna, Chowkidar of Sports Department was absent from duty on 29.6.88 and 30.6.88 without leave application or any intimation to the office.

Shri B.Sangna is, therefore, asked to explain why the period of absence will not be treated as unauthorised absence. His written explanation routed through the Security Officer should reach to the undersigned within three days from the date of issue of this memo otherwise the matter will be decided ex-parte.

Sd/-
 (C.Lyngdoh)
 Asstt.Registrar(Admn).

To

Shri Birendra Sangna Chowkidar,
 C/o Security Officer,
 NEHU, Shillong.

Copy to:-

1. The Security Officer, NEHU, Shillong.
2. Personal file.

ANNEXURE II

NORTH -EASTERN HILL UNIVERSITY
 LOWER LACHUMIERE, SHILLONG- 793001 (MIZORAM)

No. 1.10-45/Estt.I/75-3591

Dated 20.7.88.

M E M O

It has been reported that Shri Birendra Sangma Chowkidar was absent from duty on 29.6.88 and 30.6.88 without leave application or any intimation to the office. He has neither resumed duties till date nor any application sent by him.

In continuation of memo of even No.3430 dt. 13.7.88 Shri B.Sangma is, asked to explain why the period of absence will not be treated as unauthorised absence. His written explanation routed through the Security Officer should reach to the undersigned within three days from the date of issue of this memo otherwise the matter will be decided exparte.

Sd/-

(C.Lyngdoh)
 Asstt.Registrar(Adm).

To

Shri B.Sangma Chowkidar,
 C/o Security Officer,
 NEHU, Shillong.

Copy to:-

1. The Security Officer, NEHU, Shillong.
2. Personal file.

ANNEXURE - III

NORTH-EASTERN HILL UNIVERSITY
LOWER LACHELIERE, SHILLONG-793001 (MEGHALAYA)

No.F.16-43/Estt.I/75-4643

Dated 30.8.88.

M E M O

It has been reported that Shri Birendra Sangma Chowkidar who was absent from duty on 29.6.88 and 30.6.88 without leave application or any intimation to the office has neither resumed duties till date nor any application sent by him for the period of absence since 29.6.88.

In continuation of memo of even No.3591

dt. 20.7.88 Shri B.Sangma is asked to explain why the period of absence will not be treated as unauthorised absence. His written explanation routed through the Security Officer should reach to the undersigned within three/ten days from the date of issue of this memo otherwise the matter will be decided exparte.

Sd/-
(C.Lyngdoh)
Asstt.Registrar(Adm).

Tp

Shri B.Sangma Chowkidar
Golflink, Shillong.

Shri B.Sangma,
Village Samrak,
P.O/P.S- Damra
Dist. GARO HILLS
(MEGHALAYA).

Copy to:-

1. The Asstt.Finance Officer, NEHU, Shillong. The pay and allowances w.e.f. 29.6.88 onwards of Shri B.Sangma Chowkidar may be withheld until further orders.
2. The Security Officer, NEHU, Shillong with reference to his letter No.PRF-25/30/26 dt.1.8.88. The leave vacanc may be filled p by leave reserved employee.
- 3 Personal file.

ANNEXURE - IV

NORTH-EASTERN HILL UNIVERSITY
LOWER LACHUMIERE, SHILLONG-793001 (MEGHALAYA)

No. F.16-43/Estt.I/75-6015

Dated 25.10.88SHOW - CAUSE NOTICE

Shri Birendra Sangna Chowkidar has been absent from duty w.e.f. 29.6.88 till date without leave application or any intimation to the office. In this Deptt's Memo of even No. 3430 dt.13.7.88, No.3591 dt.20.7.88 and No.4643 dt.30.8.88, Shri Sangna was asked to explain why the period of absence would not be treated as unauthorised absence. But no reply in response to the said memos has been received from him so far.

Now, therefore, Shri Birendra Sangna, Chowkidar is hereby asked to show-cause as to why his services should not be dispensed with in view of his unauthorised absence and misconduct which is not the first instance. Any representation which he may wish to make against the penalty proposed will be considered by the undersigned. Such a representation, if any, should be made in writing and submitted so as to reach the undersigned not later than fifteen days from the date of receipt of this Memorandum by Shri B.Sangna.

The receipt of this Memorandum should be acknowledged.

Sd/-
(C.Lyngdoh)
Asstt.Registrar(Admn).

To

Shri Birendra Sangna, Chowkidar,
Village Samrak,
P.O/P.S.- Damra
Dist. GARO HILLS (MEGHALAYA).

Copy to:-

1. The A.F.O., NEHU, Shillong for information in continuation of this Deptt's memo of even No. 4643 dt.30.6.88.
2. The Security Inspector with reference to his letter NO.PRF-25/SO/28 dt. 10.10.88.
3. Personal file.

(ii) Confirmation of Service of
Dr. R . Prasad, Reader, Public Administration
Mizoram Campus.

Dr. R.N. Prasad joined as Reader in the University on 8th, June, 1989 and was placed on probation for one year. He has now completed the probation, and the Head of the Department has recommended that his service be confirmed in the University.

Dr. R.N. Prasad has submitted the Self Expression form, he may perhaps be confirmed from the date of joining ie. 8th, June, 1989.

The matter is place before the Council for consideration.

6:2:3:(1)

- (iii) Confirmation of Service of
Dr. (Miss) J. War, Professor of Linguistic
Nagaland Campus.

Dr. (Miss) Juanita War joined as Professor in the University with effect from 6th, June, 1989 and was placed on probation for one year. The Pro-Vice-Chancellor Nagaland Campus has recommended that she may be confirmed in her present Post.

Dr. War has submitted the Self Expression form which will be tabled by the Chair. She may perhaps be confirmed from the date of joining i.e. 6th, June 1989.

The matter is placed before the Council for consideration.

(iv)

Confirmation of Service of
Dr. B. Kharbuli, as Lecturer

Dr. B. Kharbuli joined the University with effect from 6th, May, 1988 as Lecturer, Department of Zoology and placed on probation for two years. He has now completed the probation. The Head of the Department has not reported anything adverse against the teacher. Dr. Kharbuli has also submitted the Self Expression form which will be tabled by the Chair.

The matter is therefore placed before the Council for consideration of the confirmation of Dr. Kharbuli with effect from the date of his joining.

- v) Confirmation of Service of
Dr. (Mrs) T. Ao. Professor of English Department

Dr. (Mrs) Tamsula Ao joined as Professor in the University with effect from 6th, June, 1989, and was placed on probation for one year, she has now completed the probation period, and Head of the Department has recommended that she may be confirmed in her post.

Dr. Ao has submitted the Self Expression form. She may be confirmed from the date of joining i.e. 6th, June, 1989.

The matter is placed before the Council for consideration.

vi) Confirmation of Service of
Dr. N. Saha, As Lecturer.

Dr. N. Saha joined the University with effect from 6th, May, 1988 as Lecturer, Department of Zoology and placed on probation of two years. He has now completed the probation period. The Head of the Department has not reported anything adverse against the teacher.

Dr. Saha has also submitted the Self Expression form which will be tabled by the Chair.

The matter is placed before the Council for consideration of the confirmation of Dr. Saha with effect from the date of his joining.

- (vii) Confirmation of the services of Dr. B.S.Chauhan, Professor in Soil Conservation, School of Agricultural Sciences and Rural Development (SASRD) NEHU Medziphema.

Dr. B.S.Chauhan, who was appointed as Professor in Soil Conservation, School of Agricultural Sciences and Rural Development NEHU, Medziphema Nagaland, with effect from 08-04-1987 has now completed his probation period of one year.

The Pro Vice -Chancellor who is incharge of the School of Agricultural Science and Rural Development has given his recommendation that Dr. B.S.Chauhan may be confirmed.

The Self-expression forms submitted by Dr. B.S.Chauhan, will be tabled by the Chair.

The matter is placed before the Council for consideration of his confirmation in the post of Professor with effect from 08-04-1987.

(viii) Confirmation of Service of
Shri Henry Lamin, Lecturer, Department of
Anthropology, NEHU, Shillong.

Shri Henry Lamin joined the University with effect from 7th, May, 1988 as Lecturer in the Department of Anthropology and ^{was} placed on probation for two years. He has now completed the probation. The Head of the Department has recommended that Shri H. Lamin be confirmed in the University.

Shri H. Lamin has also submitted the Self Expression Form.

The matter is placed before the Council for consideration of the confirmation of Shri H. Lamin with effect from the date of his joining.

(ix) Confirmation of Dr. N. Pandey
As Lecturer, Department of Geology
Nagaland Campus.

Dr. N. Pandey joined the University on 16.12.85 as Lecturer, Department of Geology, Kohima Campus, on probation for a period of two years. He has already completed the probation on 16.12.87.

Since Dr. Pandey was accommodated against a Reader's Post his confirmation could not be process in the absence of a Lecturer's Post. In order that the incumbent does not suffer through no fault of his, it is proposed to confirm him as Lecturer against the Reader's Post which will be reverted to its original status when a Post of Lecturer is sanctioned by the UGC in the current Plan period.

The Head of the Department has given his recommendation that Dr. N. Pandey can be confirmed in the University.

Dr. N. Pandey has also filled in the Self Expression form which will be tabled by the chair.

The matter is placed before the Council for consideration.

- (x) Confirmation of service of
Dr.S.J.George.

Dr.S.Jacob George joined as Reader in the Department of Political Science w.e.f. 6.6.89 and was placed on probation for a period of one year. He has now completed the probation period.

The Head of the Department has recommended that his services be confirmed in the University and Dr. S.Jacob George has submitted the Self-Expression forms which will be tabled by the Chair.

The matter is placed before the Council for consideration.

- (xi) Confirmation of service of
Dr.R.Bhattacharjee, Lecturer.

Dr.R.Bhattacharjee joined the University on 21.8.84 as Lecturer in the Department of Education, Shillong Campus and was placed on probation for a period of two years. He had completed the probation period on 20.8.86.

The Confirmation case of Dr.R.Bhattacharjee could not be taken up earlier since he was accommodated against a sanctioned post of Education Department, at Aizawl.

Since this confirmation is long overdue he may perhaps be confirmed against the Lecturer post of Education of Mizoram Campus w.e.f the date of his joining and the same may be regularised when the University gets a post for either Aizawl or Shillong.

The matter is placed before the Council for consideration.

- (xii) Confirmation of service of
Dr.L.Kharlukhi, Lecturer.

Dr.L.Kharlukhi joined as Lecturer in the Department of Botany, w.e.f 20.5.88 on probation for a period of two years. He has completed the probation period on 20.5.90.

The Head of the Department has recommended ~~th~~ that the service of Dr.L.Kharlukhi be confirmed in the University and Dr.Kharlukhi has submitted the Self-Expression forms which will be tabled by the Chair.

The matter is submitted to the Council for consideration.

(xiii) Confirmation of the Services in respect of Shri. P.K.Patra, Lecturer in Physics Department, School of Agricultural Sciences and Rural Development, Medziphema.

Shri.P.K.Patra, Lecturer in Physics, School of Agricultural Sciences and Rural Development, North-Eastern Hill University, Medziphema Nagaland who was appointed with effect from 19.10.1985 has now completed his probation period of two years.

The Pro Vice-Chancellor, SASRD, has given his recommendation that Shri.P.K.Patra may be confirmed.

The Self-Expression form submitted by Shri.P.K.Patra, will be table by the Chair.

The matter is placed before the council for consideration of his confirmation in the post of Lecturer with effect from 19.10.1988.

service of
(xiv) Confirmation of/Shri T.Vihienuo
Lecturer Deptt. of Commerce.

Shri T.Vihienuo joined the Department of Commerce, Nagaland Campus as Lecturer w.e.f 24.3.81 on probation for a period of two years. He~~s~~ has completed his period of probation on 24.3.83, and is due for confirmation of his service in the University.

The Head of the Department has strongly recommended that Shri T.Vihienuo's services be confirmed w.e.f 24.3.81. Shri Vihienuo has submitted the Expression form which will be tabl ed by the Chair.

The matter is placed before the Council for consideration.

- (xv) Confirmation of the services of Dr. D.P. Chaturvedi, Reader in Entomology Department, SASRD, NEHU, Medziphema.

Dr. D.P. Chaturvedi, Reader in Entomology, School of Agricultural Science & Rural Development, NEHU, Medziphema, Nagaland who was appointed w.e.f. 12.5.88, has now completed his probation period of one year.

The Dean, SASRD has given his recommendation that Dr. D.P. Chaturvedi may be confirmed.

The Self-Expression form submitted by Dr. D.P. Chaturvedi will be tabled by the Chair.

The matter is placed before the Council for consideration of his confirmation in the post of Reader with effect from 12.5.88.

.....

(xvi) Confirmation of Service of
Dr. K. M. Warjri

Dr. K. M. Warjri joined as Lecturer in the Centre for Adult & Contd. Edn., w.e.f May 7, 1988 and placed on probation for a period of two years. He has now completed the probation period on May 1990 and is due for confirmation service. The HOD has not conveyed anything regarding ^{his} suitability for confirmation but sent a copy of the work done by Dr. K. M. Warjri, stating therein that the performance of the above lecturer be reviewed by the Higher authority. The report is placed at annexure-A.

Dr. Kynsai M. Warjri has submitted the expression form which will be tabled by the chair.

The matter is placed before the Council for consideration.

CENTRE FOR ADULT AND CONTINUING EDUCATION

No.: F.31/CE/90-91-467

Dated the

1990.

To

Shri J. M. S. Khongwir,
 Assistant Registrar (Establishment II),
 North-Eastern Hill University,
S H I L L O N G - 793 001.

CONFIDENTIAL

Ref:-

D.O.No.F.19-223/Estt.II/88-1217 dated 31.5.90.

Sir,

Please refer to the above letter Dr.K.M.Warjri, Lecturer of Centre for Adult and Continuing Education is allotted the work on Women Studies and Extension Lectures. The performance of the above lecturer may kindly be reviewed by the higher authority.

A copy of the work done by Dr. K.M.Warjri is enclosed for your kind perusal.

Yours faithfully,

(Biloris Lyndem Iaso)

Head.

...

LITERACY PROGRAMME LAUNCHED BY THE CENTRE FOR ADULT/
CONTINUING EDUCATION

July 30, 1987 - 41 Adult Literacy Centres were set up in the East Bhoi, Umsning Development Block, East Khasi Hills. The Centres worked till November 1989.

January, 1988 - 11 Centres were set up at Umling Development Block, West Bhoi and are continuing. These Centres are working directly under the Centre for Adult and Continuing Education, NEHU.

10 Centres through Kiang Rongbah Govt. College, Jaintia Hills.

18 Centres through Mendipathar College, Mendipathar, East Garo Hills.

10 Centres through Patkai Christian College, Nagaland.

10 Centres through Pachhunga University College, Aizawl, Mizoram.

10 Centres through Kolasib College, Mizoram.

From 1.2.90 - 2 villages with 10 Centres each viz Mawlali (Mawkynrew Development Block) East Khasi Hills has been adopted by the Centre in connection with the International Literacy Year 1990.

In Meghalaya two Jana Shikshan Nilayam viz one at Rtiang and another at Mawlali has been set up to facilitate Continuing Education activities.

Literacy is the base for all the other project viz Continuing Education, population Education, Women Studies etc.

A copy of the Guidelines on Adult and Continuing Education and Extension Programmes in Universities and Colleges 1988 and the minutes of the Advisory Committee held on 3.5.90 is also enclosed for your kind perusal and guidance.

(Biloris Lyndem Iaso)

Head,

Centre for Adult/Continuing Education,
NEHU :: SHILLONG.

MINUTES OF THE ADVISORY COMMITTEE MEETING, CACE HELD ON MAY 3, 1990 AT 11:00 A.M. IN THE VICE-CHANCELLOR'S CHAMBER, ADMINISTRATIVE BUILDING, NORTH-EASTERN HILL UNIVERSITY, SHILLONG/

PRESENT :

The list of members is appended as Appendix I.

WELCOME :

The Chairman, Vice-Chancellor, North-Eastern Hill University, welcomed the members to the Advisory Committee Meeting.

APOLOGIES :

Apologies were received from the following members for their inability to attend the meeting.

1. Prof. Renu Devi, Guwanati University, Jaluhbari, Guwahati - 14.
2. Dr. Susma Chitnis, Vice-Chancellor, SNET Women's University, Bombay - 400 020.
3. Prof. K. Chatterjee, Dean, School of Life Science informed his inability to attend the meeting.

ABSENCE :

Prof. Aran, National Literacy Mission, Shanti Ashram, 'Mount View' A-141 Kovaipudur, Coimbatore-641 042, Tamil Nadu, India.

The Chairman requested, Head, CACE and Member Convener to start the meeting as per the agenda.

AGENDA :

1. Report of on-going projects - supporting staff appointed for the projects, Overall review.
2. No overlapping of programmes with other Department/Centre/State Government/SCERT/other voluntary agencies. To strictly adhere to the New Guidelines on Adult and Continuing Education and Extension Programmes in Universities and College, UGC - The Advisory Committee to advise the Centre.
3. Strengthening of State Resource Centre.
4. Research Proposals and Programmes if any.
5. Any other matter with the permission of the Chair.
6. Corrective Measures.

The head/Member Convener read out a brief report of the activities of the Centre.

(i) There were a few reactions and observations by the members of Advisory Committee on the Adult Literacy Programme. The observations were mainly in connection with the follow-up-action of the neo-lite-rates.

Item No.1:

The Committee resolved that Literacy should form the basis of the implementation of all programmes. Henceforth, Literacy Programme should act as a catalyst for any other programme to be implemented or being implemented in the Centre.

i) Retention: Emphasis was given on retention through Continuing Education.

ii) Follow-up.

iii) The Chairman made important observations on the programme of Women's Studies. He said that ICSSR is doing a lot of good work in the area of Women's Studies and the CACE should interact with ECSSR. The Advisory Committee suggested two names in particular to be included in Women's Studies Programmes:

1. Dr.(Mrs) Bina Mazumdar.
2. Dr.(Mrs) Sujata Miri.

The Committee resolved that Women's Studies should be entrusted to a "lady" which will facilitate women to express their views freely and frankly. Women's Studies concentrate on issues like:

- i) Women and Literacy.
- ii) Basic Needs and Women.
- iii) Health and Women.
- iv) Environmental problems and Women.
- v) Women and population Education.
- vi) research on learning process of Women.
- vii) Any other, related issue.

It was resolved by the Committee that for proper co-ordination and functional efficiency Population Education Programme should be amalgamated with Adult Education Programme.

It was further resolved by the Committee that the Centre's Programmes should concentrate in the same area rather than be scattered in diverse areas. All activities should be related to the socio-economic and cultural background of the region. The materials developed should reflect the local problems of the region. Area Based Approach should be adopted. The members were happy with the progress made by the CACE in the Eradication of Illiteracy Programme. The Committee also resolved that utmost care should be taken that the neo-literates do not relapse into illiteracy. Therefore, for retention, Continuing Education Programme should immediately start functioning as per the UGC Guidelines on Adult/Continuing Education and Extension Programmes in Universities and Colleges 1983 UGC, New Delhi (Annexure 5 Page 28-30).

Item No.2:

The Committee resolved that there should be no overlapping and wastage of scarce resources. There was unanimous resolution by the Advisory Committee members that all Programme/Research Proposals/Activities and Projects should be under the Centre for Adult/Continuing Education co-ordinated by the head of CACE for smooth functioning.

Item No.3

It was resolved to strengthen the State Resource Centre.

Item No.4

It was resolved that research proposal/any programme or activity be routed through the Head and discussed threadbare at the Centre's level before being placed before the Advisory Committee. In case the Advisory Committee cannot be convened it should be placed before the chairman for his approval. This may be reported to the Advisory Committee in its next meeting.

It was further resolved the Dr. (Miss) H. K. Synrem's and Dr. K. M. Warjri's proposal of activities to be taken up during the academic year 1990-91 have been referred back to the Centre for further discussion.

Item No.5:CORRECTIVE MEASURES:

It was resolved that the Centre's work has to be properly co-ordinated and operated by the Head. There might be various programmes or activities but they should all be routed through the Head and the latter will be overall incharge of all programmes.

The UGC nominee suggested that the Advisory Committee should meet at least twice a year if not thrice.

The meeting ended with a vote of thanks from the chair.

....

A. P. E. N. D. I. I. X - I.

1. Chairman - Vice-Chancellor, NEHU, Shillong.
2. Dean, School of Education, NEHU, Shillong.
3. Prof. (Mrs) K. S. Lyngdoh, NEHU, Shillong.
4. Head, Department of Education, NEHU, Shillong.
5. Head, Centre for Distance Education, NEHU, Shillong.
6. Dean, School of Life Sciences, NEHU, Shillong.
7. Head, Department of Political Sciences, NEHU, Shillong.

Experts:

8. Dr. S. P. Banerjee,
Professor of Philosophy,
University of Calcutta,
UGC Nominee.
9. Prof. Renu Devi,
Guwahati University,
Jaluhbari,
Guwahati - 14.
10. Prof. Aram,
National Literacy Mission,
Shanti Ashram 'Mount View',
A-141 Kovaipudur, Coimbatore-641 042,
Tamil Nadu, India.
11. Dr. Susma Chitnis,
Vice-Chancellor,
SNDT Women's University,
Bombay - 400 020.
12. Shri Jagat Mehta,
President,
Seva Mandir, Udaipur,
Rajasthan.
13. Head/Member Convener.

Head/Member Convener

Chairman,
Vice-Chancellor.

CENTRE FOR ADULT AND CONTINUING EDUCATION
NORTH-EASTERN HILL UNIVERSITY
SHILLONG.

R E P O R T.

1989-90.

The Centre had tried to organise three Seminars, one in Shillong, Aizawl and Kohima on the three most important and highly regarded woman like, M/s Mauis Dunn, Lyngdoh, Pi Ropuiliani and nani Gaidelin. The Centre had tried to contact many resource persons on the subjects, and this really was a long process. At last 4 Resource persons were ready to deliver a talk on Pi Ropuiliani on November 1989 but due to election the programme was postponed and the Seminar will be held now on 2nd week of May 1990.

Dr. H. Bareh, Head Department of Creative Arts delivered a talk on Ms Mauis Dunn Lyngdoh on 28 July 1989 at the Mayurbhanj Seminar Hall.

On 7th to 10th May 1989, a trip was conducted to Kolasib and Aizawl to apprise about the importance of women studies and initiate a women studies units in Kolasib College, Kolasib and Pachhunga University College, Aizawl.

On June 12, 1989, a Women Studies Committee was constituted with the following members :-

1. Dr. Helen Giri - History
2. Dr. R. Banguhain - Political Science
3. Dr. T. Ao - English
4. Dr. S. Miri - Philosophy
5. Dr. T. Lawna - Economics.
6. Ms. Anita Sangma, Jt. Director, Social Welfare, Meghalaya.
7. Ms. Linda Lyngdoh, Asstt. Director, Adult Education, Meghalaya
8. Ms. L.N. Jyrwa, District Social Welfare Officer, Meghalaya.
9. Dr. K.M. Warjri.

On the 4th September 1989, the 1st meeting of the women Studies and Education Committee was held at NEHU, in the Chamber of the Head Department, Prof. M.C. Pandey. The Meeting decided that "Creating Awareness through Posters" shall be the main work of the Centre for Adult and Continuing Education.

On January 1990, the trip was conducted to Myllien, Mawreng, Iaitkor Peak etc. and Photos were taken on the different role of tribal women for the purpose of developing the Photos into Posters.

On 29.6.89 a talk in the AIR on the 'Lowering of voting age- a welcome Political change'.

On March 10, 1990 a talk was delivered in Step by Step School, Barik, Shillong on 'Child Development' and many teachers from different schools attended.

Sd/-
Dr. K.M. Warjri.

....

- (xvii) Relaxation in qualification/Specialisation pertaining to recruitment of teaching positions in Anthropology Department.

The vacant posts of Prof. and Reader in the Anthropology Department were advertised in November, 1989 with the specialisation (i) Cultural Analysis/Bio-Cultural Anthropology for the post of Professor and (ii) Quantitative Anthropology/Anthropology of Literature/Anthropology of Development (for the posts of Reader). These qualifications were approved by the University Grants Commission and the Academic Council.

On the eve of the interviews that was fixed on 24.4.90, the Research Scholars raised doubts and apprehensions on the specialisations and were of the opinion that these specialisations are not found in any University Department of Anthropology in India.

The matter was discussed in a meeting of the Vice-Chancellor with the Research Scholars representatives, the Faculty of Anthropology Department the Dean, School of Social Sciences and the Officer on Special Duty. It was decided to postpone the interviews and to obtain the opinion of the experts. Accordingly, the interviews were postponed and the opinion of the experts was sought.

The experts opined that the advertisement was in order. They, however, suggested that if any elaboration is necessary the following lines may be added.

"The candidates having basic qualifications in Anthropology with other specialisation will also be eligible".

The Academic Council in its 39th meeting considered the matter and decided that the specialisation given if the original sanction of the U.G.C. should be adhered to and there should be no deviation from the specialisation indicated by the Commission. The Council also decided that candidates having basic qualifications in Anthropology with other specialisation will also be eligible.

The matter is placed before the Council for consideration.

(xviii) Confirmation of service of Dr.Y.Kumar,
Lecturer Deptt. of Botany.

Dr.Y.Kumar joined as Lecturer in the Department of Botany, NEHU, with effect from 6.5.88 and placed on a period of probation of two years. He has completed his probation and his services are due for confirmation in the University with effect from the date of his joining.

The Head of the Department has recommended that his services be confirmed in the University. The teacher has also submitted the Self-Expression forms which will be tabled by the Chair.

The matter is placed before the Council for consideration.

(xix) Resignation tendered by Dr.K.H.Bhat,
Lecturer Department of Anthropology.

Dr.K.H.Bhat Lecturer Department of Anthropology, proceeded on Extra-Ordinary leave for a period of one year with effect from 21.10.88 to join an assignment as Reader in Mysore University. This was approved by the Executive Council at its 63rd meeting held on 13.10.88 vide resolution No:EC:63:88:6:02(xviii) and extended for another one year upto 20.10.90 as approved by the Executive Council vide resolution No:EC:67:89:6:02(xiii) held on 15th & 16th Sept.1989. His application for the higher post has been duly forwarded by the University.

On the expiry of the EOL, Dr.K.H.Bhat tendered his resignation from the post of Lecturer and requested the University to release him with effect from 20.10.90(AN). The resignation letter which is dated nil has been forwarded by the Head of the Department. He further stated for transfer of his GPF/CPF and encashment of leave to Mysore University.

The matter is placed before the Council for consideration.

- (xx) Confirmation of Shri B.S. Butola, Lecturer,
Geography Deptt., NEHU, Shillong.

Shri B.S. Butola joined the University with effect from 13.6.85 as Research Associate, Geography Deptt. and was re-designated as Lecturer with effect from 1.1.86. He has completed his probation period on 1.1.88 and is now due for confirmation. Self Expression Forms have been received from him and comments from the Head of Deptt. has also been received recommending him for confirmation with effect from 1.1.86.

The Self Expression Forms of the teacher will be tabled by the chair.

The matter is placed before the Executive Council for consideration.

- (xxi) Confirmation of service in respect of Dr. R.P. Shukla, Lecturer, Deptt. of Education, NEHU, Nagaland Campus.

Dr. R.P. Shukla joined the University with effect from 7.9.88 as Lecturer and placed under probation for two years. Thus he has completed his probation period on 7.9.90 and the Head of the Department has recommended him for confirmation with effect from 7.9.88.

Self Expression Forms from Dr. Shukla have been received and will be tabled by the chair.

The matter is placed before the Executive Council for consideration of the confirmation of Dr. Shukla with effect from the date of his joining as per rules of the University.

(xxii) Extension of the appointment of Shri H.Thanglora
Visiting Fellow Deptt. of Education, Mizoram.

Shri H.Thanglora was appointed as Visiting Fellow in the Department of Education, NEHU, Aizawl for a period of one year with effect from 28.11.89 in the scale of Rs.3700-5700/- as a special case in order to meet the immediate requirements of the Department.

In view of the above, the Vice-Chancellor approved the appointment as Visiting Fellow for a period of one year upto 27.11.90. Before the expiry of the term of appointment of Shri H.Thanglora, the Incharge of the Department of Education made a request through the Pro Vice-Chancellor to the Headquarter for the extension of the term of appointment as the Department is facing acute shortage of teachers with only one regular Reader, one Lecturer and one Visiting Fellow in position and whereas the work load of the Department has doubly increased.

The Vice-Chancellor approved the extension of appointment for one year with effect from 29.11.90 or until the vacancy is filled up on a regular basis whichever is earlier and Shri Thanglora's appointment has accordingly been extended.

The matter is placed before the Council for consideration.

(xxiii)

Confirmation of service of Dr. Anis Alam,
Lecturer Department of Biochemistry.

Dr. Anis Alam a Lecturer in the Department of Biochemistry, NEHU, joined the University with effect from Sept.6, 1988 and placed on a probation for a period of two years. He has completed his probation period on Sept.6, 1990 and his services are due for confirmation in the University.

The Head of the Department has strongly recommended that since the performance of Dr. Alam as a teacher and a Lecturer has been highly satisfactory he may be confirmed in the present post.

Dr. Alam has also submitted the Self-Expression forms as decided by the Executive Council at its 64th meeting which will be tabled by the Chair.

The matter is placed before the Council for consideration.

6:3 - Leave/Deputation

- (i) Extension of Study Leave of Shri.
R. P. Tiwari, Lecturer in Geology,
P. U. C. College, Aizawl.

Shri R. P. Tiwari, Lecturer in Geology, Pachhunga University College, Aizawl who was granted study leave for a period of 3 months with effect from 15.2.90 to enable him to complete his Ph.D. degree at Gauhati University has requested for another extension for the period of 2 months with effect from 16th May-15th July, 1990. His leave application was recommended by the School Board in its 8th Meeting held on 8.6.1990 and was also approved by the Vice-Chancellor for extension of his leave.

The matter is placed before the Executive Council for ratification.

- (ii) Extension of Study Leave of Shri.
D.K. Nayak, Lecturer, Geography Deptt.

Shri D.K. Nayak, Lecturer, Geography Department who was granted Study Leave for a period of 1 year 4½ months with effect from 13.3.89 till the end of July, 1990 has again requested for an extension of one more month i.e. till the end of August, 1990.

The case was duly recommended by the Head of the department and was also approved by the School Board which was held on the 8th June, 1990.

The matter is submitted to the Executive Council for its decision.

(iii) Study Leave of Dr. K.C. Joseph, Lecturer
Department of English, Nagaland Campus,
Kohima.

Dr. K.C. Joseph, Lecturer, English Department,
Nagaland Campus was granted Study Leave for a period of 2 (two)
years with effect from 1st June, 1988 in accordance with the
Executive Council's Resolution No: EC:62:88:03(ii) as per the
Ordinance.

Now, Dr. Joseph (Kurismootil) has requested for
an extension of Study Leave for another one (1) year with effect
from 1st June, 1990 to May 31st 1991. His request has been
acceded to ⁱⁿ by the School Board of Languages / its meeting held
on 3.8.90.

The matter is therefore placed before the Council
for consideration.

6:3:4:(1)

(iv) Study Leave of Mrs. B. War, Lecturer,
Department of Khasi, NEHU.

Mrs. B. War, Lecturer, Department of Khasi was granted Study Leave for a period of 1(one) year with effect from 1.3.87 to 29.2.88 for doing research leading to Ph.D in Jawaharlal Nehru University, New Delhi.

While in Jawaharlal Nehru University, Mrs. War had been awarded Common-wealth Academic Staff Scholarship for research at the School of Oriental and Africal Studies, London U.K. For this, an extension of study from 1.3.88 to 13.6.89 with full pay was also granted to her in accordance with Executive Council's Resolution No: EC:61:88:6:03(i).

After that, another period of 1 year with effect from 14.6.89 to 30.6.90 was also granted to her as per provision of the Ordinance.

Now, Mrs. War has requested for a further extension of one year upto 30th June, 1991. Her request has been acceded to by the School Board of Languages in its meeting held on 3.8.90.

The matter is therefore placed before the Executive Council for its decision.

- (v) Study Leave of Dr. O.P.Singh,
Lecturer, School of Agricultural
Sciences and Rural Development,
Medziphema, Nagaland.

The study leave granted to Dr. O.P.Singh, Lecturer,
School of Agricultural Sciences and Rural Development, Medziphema
for a period of 16 months with effect from 1st December, 1988
has already expired in March, 1990. Dr. Singh has requested for
extension of his leave for another 9 months with effect from
April, 1990.

The School Board Meeting held on 29.6.90 has
recommended the extension for a period of 8 months with effect
from 1.4.90.

The above recommendation is placed before the
Executive Council for consideration.

- (vi) Grant of Study Leave to Shri K.M.Zakhuma,
Asstt.Librarian, Mizoram Campus.

Shri Zakhuma joined NEHU as Asstt. Librarian in 1982. He has therefore completed 8 (eight) years continuous service in the University. Shri Zakhuma has now applied for Study Leave for the session 1991-92 for prosecuting higher studies in M.Lib. Science. Both the Provice-Chancellor of Mizoram Campus & the Librarian of the University have recommended the grant of study leave as prayed for. Miss Lalremsiami who is a newly appointed Asstt. Librarian in Mizoram Campus will look after the work of the Library during the absence of Shri K.M.Zakhuma, Asstt.Librarian.

The matter is placed before the ~~XXXX~~ Executive Council for consideration.

....

- (vii) Grant of Sabbatical Leave to Prof.T.S.B.Narasaraju, Deptt. of Chemistry, NEHU, Shillong for one year with effect from 1.12.90 to 30.11.91.

Prof.T.S.B.Narasaraju, Department of Chemistry has applied for Sabbatical Leave for a period of 1(one) year. The School Board has recommended the Sabbatical Leave applied by him for a period of 1(one) year with effect from the date he proceeds on leave.

Prof.Narasaraju joined NEHU on 16.8.79 and so far he has not availed any Sabbatical leave/Study leave.

The matter is placed before the Council for consideration.

6:6 - Service Condition/Financial & Other Benefits

- (i) Encashment of leave in respect of Dr. Bhagwan Singh, ex-Reader, SASRD, NEHU., Medziphema.

Dr. Bhagwan Singh had resigned and was relieved from his post as Reader(Agronomy), NEHU., SASRD., Medziphema on 31.5.1986. On his resignation from the post of Reader, he has requested for encashment of the earned leave lying at his credit.

The University Ordinance relating to grant of leave to teaching staff is silent in the matter of encashment of leave on retirement, resignation etc. So far the University has allowed encashment of leave to teachers in retirement cases only and the same is regulated as per CCS (Leave) Rules.

As per CCS(Leave) Rules it appears that leave on resignation is also admissible. Extract of the relevant rules is placed at Annexure 'A'.

The matter is placed before the Executive Committee for a general policy decision whether the University may allow encashment of leave in resignation cases also in the case of teachers.

39. Leave/Cash Payment in lieu of leave beyond the date of retirement compulsoty retirement or quitting of service.

- (1) No leave shall be granted to a Government servant beyond
- The date of his retirement, or
 - the date of his final cessation of duties, or
 - the date on which he retires by giving notice to Government or he is retired by Government by giving him notice or pay and allowances in lieu of such notice, in accordance with the terms and conditions of his service, or
 - the date of his resignation from service.

- (2) (a) Where a Government servant retires on attaining the normal age prescribed for retirement under the terms and conditions governing his service, the authority competent to grant leave shall suo motu issue an order granting cash equivalent of leave salary for (earned) leave, if any, at the credit of the Government servant on the date of his retirement, subject to a maximum of (240) days.

- (b) The cash equivalent under clause (a) shall be calculated as follows and shall be payable in one lump sum as a one-time settlement.

No House Rent Allowance or City Compensatory Allowance shall be payable :-

	Pay admissible on the date of retirement plus dearness allowance admissible on that date	No. of days of unutilised E/L at credit on the date of retirement subject to a maximum of 240 days.
Cash Equivalent =	30	X

- (3) The authority competent to grant leave may withhold whole or part of cash equivalent of earned leave in the case of a Government servant who retires from service on attaining the age of retirement while under suspension or while disciplinary or criminal proceedings are pending against him, if in the view of such authority there is a possibility of some money becoming recoverable from him on conclusion of the proceedings against him. On conclusion of the proceedings, he will become eligible to the amount so withheld after adjustment of Government dues, if any.

- (4) (a) Where the service of a Government servant has been extended, in the interest of public service beyond the date of his retirement, he may be granted -

- (i) during the period of extension any earned leave due in respect of the period of such extension plus the earned leave which was at his credit on the date of his retirement subject to a maximum of 120 days/(240) days, as the case may be, as prescribed in Rule 26.

(ii) after expiry of the period of extension, cash equivalent in the manner provided in sub-rule (2) in respect of earned leave at credit on the date of retirement, plus the earned leave earned during the period of extension, reduced by the earned leave availed of during such period, subject to a maximum of 240 days.

NOTE: A Government servant who attained the age of retirement before 30-9-1977 and was on extension of service on or beyond this date shall be entitled to cash equivalent under sub-rule (2) in respect of earned leave at credit on the date of expiry or extension which may consist of the earned leave that had been refused to him under Rule 39(2) as it existed before coming into operation of this rule, and was allowed to be carried forward into the period of extension, plus earned leave earned during the period of extension, reduced by the earned leave availed of during such period, subject to a maximum of 240 days.

(b) The cash equivalent payable under sub-clause (ii) of clause (a) of this sub-rule shall be calculated in the manner indicated in clause (b) of sub-rule (2) above.

(5) A Government servant who retires or is retired from service in the manner mentioned in clause (c) of sub-rule (1), may be granted, suo motu by the authority competent to grant leave, cash equivalent of the leave salary in respect of earned leave at his credit subject to a maximum of 240 days and also in respect of all the half-pay leave at his credit provided this period does not exceed the period between the date on which he so retires or is retired from service and the date on which he would have retired in the normal course after attaining the age prescribed for retirement under the terms and conditions governing his service. The cash equivalent shall be equal to the leave salary as admissible for earned leave and/or equal to the leave salary as admissible for half-pay leave plus dearness allowance admissible on that leave salary for the first 240 days, at the rates in force on the date the Government servant so retires or is retired from service. The pension and pension equivalent of other retirement benefits and adhoc relief/graded relief on pension shall be deducted from the leave salary paid for the period of half-pay leave, if any, for which the cash equivalent is payable. The amount so calculated shall be paid in one lump sum as a one-time settlement. No House Rent Allowance or City Compensatory Allowance shall be payable;

Provided that if leave salary for the half-pay leave component falls short of pension and other pensionary benefits, cash equivalent of half-pay leave shall not be granted.

(5-A) Where a Government servant is compulsorily retired as a measure of penalty under the provisions of the Central Civil Services (Classification, Control and Appeal) Rules, 1965, and the disciplinary authority has not imposed any reduction in the amount of his pension (including

gratuity) under Rule 40 of the Central Civil Services (Pension) Rules, 1972, the authority competent to grant leave shall suo motu issue an order granting cash equivalent of leave salary for earned leave, if any, at credit of the Government servant on the date of such retirement subject to a maximum of two hundred and forty days in the manner indicated in clause (b) of sub-rule (2).

(6)(a)(i) Where the services of a Government servant are terminated by notice or by payment of pay and allowances in lieu of notice, or otherwise in accordance with the terms and conditions of his appointment, he may be granted suo motu by the authority competent to grant leave, cash equivalent in respect of earned leave at his credit on the date on which he ceases to be in service subject to a maximum of 240 days.

(ii) If a Government servant resigns or quits services, he may be granted, suo motu, by the authority competent to grant leave, cash equivalent in respect of earned leave at his credit on the date of cessation of service, to the extent of half of such leave at his credit, subject to a maximum of 120 days.

(iii) A Government servant, who is re-employed after retirement may, on termination of his re-employment, be granted, suo motu, by the authority competent to grant leave, cash equivalent in respect of earned leave at his credit on the date of termination of re-employment subject to a maximum of 240 days, including the period for which encashment was allowed at the time of retirement.

(b) The cash equivalent payable under clause (2) shall be calculated in the manner indicated in clause (b) of sub-rule (2) and for the purpose of computation of cash equivalent under sub-clause (iii) of clause (a), the pay on the date of the termination of re-employment shall be the pay fixed in the scale of post of re-employment before adjustment of pension and pension equivalent of other retirement benefits, and the dearness allowance appropriate to that pay.

(ii) GRANT OF ADVANCE INCREMENT TO TEACHERS

The Executive Council in its 33rd Meeting (Extract at Annexure 'A') resolved to grant 3 advance increments to lecturers holding Ph.d degree and one advance increment for post doctoral works, and also one advance increment for those who are posted at Mizoram and Nagaland Campuses. The total advance increments under these provisions shall not exceed five(5) in all.

The above increments are given only to those who are fresh entrants to service and who joined NEHU after 26.3.1983.

The 50th Meeting of the Executive Council (Extract at Annexure "B") reviewed the question of advance increments and RESOLVED that increments may be granted to fresh entrants holding ph.d. degree if the Selection Committee so recomend. In view of the decision of the 50th E.C.Meeting the grant of advance increment including in the case of increment for posting at Mizoram and Nagaland was stopped.

Three lecturers namely, Dr.S.Nag, Dr.R.Ial-thantiana and Dr.I.L.Aier requested to grant the 3 advance increments as they had obtained their Ph.d degree at a later time after they were already in service, the matter was placed before the Executive Council in its 59th Meeting (Extract at Annexure "C") which RESOLVED that all lecturers with Ph.d degree may be granted 3 advance increments and this benefits be extended to these three lecturers from the date of their obtaining the Ph.D degree and all other similar cases without enforcement of the condition of being a fresh entrants to service.

Again when cases of some teachers were placed before the Executive Council in its 65th Meeting, the Council (extract at annexure "D") RESOLVED that all cases of pay fixation be looked into by the Registrar's Office in consultation with Professor J.B.Bhattacharjee and then the cases be placed before the Council for consideration.

In view of the various Executive Council 's decision made from time to time, the Vice Chancellor desires that the following suggestion may be made:-

contd. Page 2

1. The decision of the 50th Meeting which RESOLVED that grant of advance increments to teachers may be granted to fresh entrants holding Ph.D Degree if the Selection Committee so recommends shall be made applicable to teachers as decided.
2. The Resolution of the 59th Meeting which decided that 3 advance increments be extended to the teachers who made representations for grant of increments from the dates of their obtaining the Ph.D degree and all other similar cases without enforcement of the conditions of being a fresh entrants to service, may be made applicable to all the teachers of a similar nature in the pre-revised scale of pay.
3. Grant of increment in the revised scale of pay on the basis of the New Pay Revision will be governed by the Ministry of Human Resource Development guidelines.

However, herein the following points are submitted for consideration.

1. The New Pay Revision Schemes was announced on 17.6.87 but effective from 1.1.86.
2. Dr.S.Nag, Dr.R.Ialthanliana and Dr.I.L.Aier have already been granted 3 advance increment and enjoying the same in the pre-revised scale after they were already in service with effect from the date they got their Ph.D.Degree.

While revising their pay the three advance increments have not been granted till date as the E. C.resolution is contradictory with the New Pay Revision Schemes which states that Ph.D.degree increment is to be given to these Lecturers who have got the degree at the time of joining.

4. That all cases of pay fixation be looked into by the Establishment Section concerned and finalised expeditiously. Cases that may require the consideration of the EC may be put up at its next Meeting

The matter is placed before the EC for consideration.

ANNEXURE 'A'

AN extract from the Minutes of the 33rd Executive Council Meeting held on 26.3.1983. Item No. 10 Item from the Chair.

10.11.10 ITEM Principles for granting advance increment to the teachers.

EC:NO.33:33:10:(1)-: The Chairman pointed out that there are no guidelines for grant of advance increments to lecturers appointed to the University. Anomalous situation arise where a fresh M.A. or M.Phil, or Ph.D. with or without post-doctoral research experience may be fixed at the same stage. It was also noted that sometimes persons use appointments in this University as a stepping stone and offer of advance increments in only a transitory attraction. The Council after detailed consideration RESOLVED that:-

(i) All advance, other than those which a person may be entitled to in case of fixation according to rules, may be given in the form of 'Personal Allowance'.

(ii) Three advance increments above the minimum of the scale of the lecturers may be granted to those fresh entrants to service who may hold Ph.d degree.

(iii) One further increment may be granted to each unit of two years of post-doctoral research to the fresh entrants.

(iv) Candidates selected for Campuses in Nagaland and Mizoram may be granted one advance increment; and

(v) The total of advance increments under all those provisions shall not exceed five in all.

Annexure 'B'

An extract from the 50th Executive Council Resolution

- (vi) Principles for granting of advance increments to the teachers.

EC:NO:50:86:03:(vi) : The Council carefully considered the question of granting advance increments to teachers. As the minimum prescribed qualification for holding the post of lecturer is a Ph.d degree, the Council RESOLVED that the advance increments may be granted to fresh entrants holding a Ph.d.degree, if the Selection Committee so recommends.

Annexure 'C'

An extract from the E.C. Resolution of the 59 Meeting held on 28.11.1987.

- (ii) Sanction of three advance increments for holding Ph.d degree in respect of three teachers of Pachhunga University College Aizawl.

EC:59:87:6:06:(ii): The Council reviewed the principles for grant of advance increments to teachers of the grade of lecturer and RESOLVED that all lecturers with Ph.D degree may henceforth be granted three advance increments and that this benefit be extended to Dr.L.L.Aier, Dr.R.Lalthangliana and Dr.Sajal Nag from the date of their obtaining the Ph.d degree and all other similar cases without the enforcement of the condition of being a fresh entrant to service.

Annexure 'D'

An extract of the E.C. Resolution taking from the Minute of the Executive Council of the 65th Meeting held on February 1989.

ITEM NO.1 Confirmation of the Minutes of the sixty-fourth Meeting of the Executive Council.

No:EC:65:88:01: The Minutes of the 64th meeting of the Executive Council held on January 5, 1989, were circulated to the members inviting comments, if any. A letter was received pointing out two items that were missing although decided in the 64th meeting.

(a) It was decided that Prof. G.B. Singh's contract be extended for two more years after its termination due in April 1989, on the same terms and conditions as entered into by the University during present period of his official service.

(b) It was agreed that pay of Dr. M. Ansari and Dr. M.M. Singh be fixed point to point in a new scale (1st January 1989) taking into consideration initial increments granted in old scale.

(The Council felt that there could be some more cases of similar nature. The Registrar's Office may look into those violative cases in consultation with Prof. J.B. Bhattacharjee and then the cases be placed before the Executive Council for its consideration.

(iii) Format for Performance Appraisal
of College and University Teachers.

The Academic Council in its 39th meeting considered and approved the format for Performance Appraisal of College and University Teachers, as amended and recommended by the Committee constituted for the purpose.

The National Policy of Education envisaged the development of a system of Appraisal of Performance of teachers which is of open participation and databased. Accordingly a format has been finalised by the University Grants Commission to serve as a system of evaluation of teachers to help them in their career development and for self improvement.

The format amended by the Committee and approved by the Academic Council is placed at Annexure-'A'.

The matter is placed before the Council for consideration.

PERFORMANCE APPRAISAL REPORT -I *
SELF APPRAISAL

A. General information

- (a) Name Ph.No.
- (b) Address (Residential)
- (c) Designation
- (d) Department
- (e) Date of Birth
- (f) Ages of Specialization
- (g) Date of Appointment
- (i) in the Institution
- (ii) in the Present Post
- (h) Honours Conferred.

B. Research Experience & Training

Research Stage	Title of Work/Theses	University where the work was carried out
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M.Phil. or equivalent

Ph.D.

Post Ph.D. Degrees

Post-Doctoral Research.

Publications (give a list separately) along with off-print/xerox copy of each paper.

Research Guidance (give names of students guided successfully) for M.Phil/Ph.D

Training (please specify)

C. Research Projects

Title of the Project	Name of the Funding Agency	Duration	Remarks
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* For teachers already in employment at the time of introduction of the scheme and for new entrants at the time of joining of the institution.

D. Seminars, Conferences, Symposia Workshops etc., in which participated/
organised

Name of the Seminar/ Conference/Symposium Workshop etc.	Name of the Sponsoring Agency	Place and Date	Nature of Participation/ Organisation.
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E. Teaching Experience

Courses Taught	Name of University/ College/Institution	Duration how spent (No. of Tutorials etc) on Lectures/Tutorials/ Practicals/Ph.D/M.Phil Supervision
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- i) U.G. (B.A./B.Sc.,
etc. pass)
(B.A./B.Sc. etc., Hons.)
- ii) PG (M.A./M.Sc.,
etc.)
- iii) M.Phil/ Ph.D
- iv) Any other

Total Teaching Experience (No. of years)

- (a) Under-graduate (Pass) : _____ (Mention the
Academic year)
- (b) Under-graduate (Hons.) : _____ "
- (c) Post-graduate : _____ "

F. Comments Innovation Contribution to Teaching & Comments

- (a) Design of curriculum :
- (b) Teaching methods/in Remedial Teaching/Student Counselling
- (c) Laboratory experiments:
- (d) Evaluation methods:
- (e) Preparation of resource
material including books,
reading materials, laboratory
manuals etc.
- (f) Any other

Contd../

G. Participation in Corporate Life:

Please give a short account of your contribution to :

- (a) College/University/Institution
- (b) Co-curricular Activities
- (c) Enrichment of Campus Life
(sports, games, cultural activities)
- (d) Students Welfare and Discipline
- (e) Membership/Participation developmental bodies

H. (a) Membership of Professional Bodies, Societies etc.

- (b) Editorship of Journals or membership of Editorial Committees/Boards

I. Administrative Work

J. Any other information.

PART - IIPERFORMANCE APPRISAL REPORT-II
SELF APPRAISAL

A. Teaching

- (a) Regularity and Punctuality
- (b) Details of participation in the following:
 - (i) University Evaluation
 - (ii) Internal Evaluation
 - (iii) Paper setting
 - (iv) Assessment of Home assignments
 - (v) Conduct of Examinations
 - (vi) Evaluation of Dissertation etc.

B. Improvement of Professional Competence.

- (a) Details regarding refresher courses/orientation attended, participation in summer schools, workshops, seminars, symposiums etc. including open university courses/M.Phil/Ph.D.

C. Research Contribution

- a) Number of students (M.Phil/Ph.D)

At the beginning of the year	Registered during the year	Completed during the year
M.Phil		
Ph.D.		

- b) No. of research papers published (please enclose list)
- c) Patents taken, if any, give a brief description.

D. Assessment

- (a) Steps taken by you for the evaluation of the course programme taught.

E. General Data

State brief assessment of your performance indicating (a) achievements, (b) difficulties faced and (c) suggestions for improvement.

Signature of the Teacher

F. *Verification of Factual data.

- A. General Information
- B. Teaching
- C. Details of Innovations/Contribution in Teaching, during the year.
- D. Improvement of Professional Competence
- E. Research contributions
- F. Extension Work/Community Service
- G. Participation in Corporate Life

Signature of the Person authorised.

* By a person to be nominated by Principal/Vice-Chancellor.

7:5 - Others

- (i) Establishment of the "Prof. M.K. Khare, Memorial Prize".

A donation of Rs.5000/- was made by the son, daughter and wife of Late Prof. M.K. Khare. In welcoming the donation, the Academic Council, in its 39th meeting resolved as follows:-

1. A cash award will be given to the highest scorer in the final examination in Zoology
2. The award will be known as "Prof. M.K. Khare Memorial Prize".
3. The Prize may be presented to the students with a citation during the convocation alongwith the University Gold Medal.
4. The University shall add another Rs.5000/- to this fund.
5. The collections that may be made by the faculty may also be added to this fund.

The rules for investment and operation of the fund, as adopted by the Academic Council, is placed at Annexure-'A'.

The matter is placed before the Council for consideration.

7:51(2)
5:8:1:(2)

ANNEXURE-'A'

PROF. M.K.KHARE MEMORIAL PRIZE
(Sec 5 (23) of the NEHU Act, 1973)

Short Title :- The Fund shall be known as "Prof. M.K.Khare Memorial Prize Fund".

Fund Rs. 5,000,00 (Rupees five thousand) only.

Manner in which to be invested The amount of Rs. 5,000 /-(Rupees five thousand) should be invested in a long term fixed deposit Account with a nationalised Bank or any other Government financial institution in any suitable scheme so that atleast 12% interest is accrued per annum. Simultaneously with the Fixed Deposit Account, a Saving Bank Account of Rs. 100.00 (Rupees one hundred) only, pledged in favour of the University alongwith the amount of Rs.5,000/- so that accrued interest of the Fixed Deposit Account may be credited in the S.B. Account.

Purpose of the Fund The accrued interest of the Fixed Deposit account for each year should be drawn rounded to nearest hundred rupees (from the S.B. Account where the interest has been credited) and should be paid in ca. to the student securing highest percentage of marks in M.Sc (Zoology) final examination. In case, more than one student secures the highest percentage of marks, the amount should be distributed equally.

Period from which the fund will operate The first payment of Prize money should start from the M.Sc Exam. results to be announced in the year 1991 so that the Fixed Account opened in 1990 with the amount pledged in favour of the University completes one year. The fund will continue to exist so long as M.Sc. Examination in Zoology is conducted by North-Eastern Hill University.