

Minutes of the 20th Meeting of the Governing Board of the INFLIBNET Centre
held on Saturday, 3rd October, 2009, Ahmedabad

Members Present

Prof. S K Khanna	Chairman, GB, INFLIBNET Centre
Dr. Parimal H Trivedi	Vice-Chancellor, Gujarat University
Dr. (Mrs.) Renu Batra	Jt. Secretary (IUC), UGC, New Delhi
Dr. M Moni	Dy. Director, NIC, New Delhi
Prof. H A Ranganath	Director, NAAC, Bangalore
Dr. Jagdish Arora	Director, INFLIBNET and Member Secretary, GB

Special Invitees

Dr. R Ramachandran	National Library, Kolkata (Member, INFLIBNET Council)
Shri Rajeev Kathpalia	Architect, Vastu Shilpa

Prof. Ved Prakash, Vice-Chairman, UGC, Dr. R K Chauhan, Secretary, UGC, Shri Dinesh Paliwal, Member Secretary, AICTE, Prof. J A K Tareen, VC, Pondicherry University, Prof. N Prabhu Dev, VC, Bangalore University, Dr. D P Kothari, VC, VIT University, Dr. S Majumdar, Librarian, University of Delhi and Prof. Rajiv Sangal, Director, IIIT Hyderabad could not attend the meeting because of prior commitments.

The Chairman welcomed the Members of the Governing Board to its 20th Meeting.

1. Confirmation of the Minutes of the Meeting of the 19th Governing Board held on 9th April, 2009 at the India Habitat Centre, New Delhi

The Minutes of the 19th Meeting of the Governing Board held on 9th April, 2009 at the India Habitat Centre, New Delhi, was confirmed as circulated, since no comments were received from the members.

2. Report on Action Taken and Progress Made since 19th Meeting of the Governing Board

The Director, INFLIBNET Centre presented the following report on action taken and progress made since 19th Meeting of the Governing Board held on 9th April, 2009 in New Delhi:

- a) The amended Attachment Training Programme (ATP) for Librarians and Computer professionals from North-Eastern Region was advertised through multiple channels. Letters have also been written to the Vice Chancellors of all universities. It is expected that the scheme will receive good response to modified ATP;

- b) Proposal for making provision for operational funds and requirement of manpower for the UGC-Infonet Connectivity Programme has been sent for specific approval of the UGC;
- c) The Director, INFLIBNET Centre will constitute a committee for implementation of project on submission of Electronic Theses and Dissertations (ETD) in light of the UGC's Notification (Minimum Standards & Procedure for Award of M.Phil/Ph.D Degree), Regulation, 2009 dated 1st June, 2009;
- d) The INFLIBNET Centre has received Rs. 7.29 crores from the MHRD under the project entitled "National Library and Information Services Infrastructure for Scholarly Content (N-LIST)" jointly submitted by the UGC-Infonet Digital Library Consortium, INFLIBNET Centre and INDEST-AICTE Consortium, IIT Delhi, under the National Mission on Education through ICT. The project provides for cross subscription to e-resources subscribed by the two consortia and for extending e-resources subscribed for the universities to all I2B colleges. The progress made under the project was presented to the members;
- e) UGC is in the process of constituting a Committee to review the Associate Membership Programme of UGC-Infonet Digital Library Consortium;
- f) Budget requirement for renewal of subscription to existing e-resources as well as for subscription to additional e-resources in social sciences, law and Elsevier's Science Direct under the UGC-INFONET Digital Library Consortium have been submitted to the UGC; and
- g) The Centre has signed an agreement with SAL Hospital, approved as recognized hospital during 19th Meeting of the Governing Board held on 3rd Dec., 2008 at the INFLIBNET Centre, Ahmedabad, for treatment of INFLIBNET Staff or their dependents without charging any fee on spot.

3. Confirmation of the Proceedings of the 14th Finance Committee

The Members formally approved to the proceedings of the 14th Finance Committee as per the Agenda placed before them.

4. UGC's Guidelines for UGC-Infonet Connectivity Programme

The Members of the Governing Board noted the provisions made in the guidelines for the UGC-Infonet Connectivity Programme approved by the Commission. Members took note of the fact that the INFLIBNET Centre will have a major role to play in the execution of the Programme as per the new guidelines and the re-constituted Central Connectivity Monitoring Committee (CCMC) has wider representation from amongst beneficiary members as well as from Governing Board of the Centre.

5. UGC's Guidelines for UGC-Infonet Digital Library Consortium

The Members noted the provisions made in the guidelines for the UGC-Infonet Digital Library Consortium approved by the Commission. Members took note of the fact that the INFLIBNET Centre has a major role to play in the execution of the Programme as per the new guidelines and the re-constituted National Steering Committee (NSC) has

wider representation from amongst beneficiary members as well as from Governing Board of the Centre.

6. Empowering Director / Chairman, Governing Board, INFLIBNET Centre to sanction Foreign visits of the INFLIBNET Scientists and Staff (for attending conferences or for other official purposes)

The GB approved that the Director / Chairman would be entitled to sanction foreign tours of the staff of the INFLIBNET Centre. The foreign visit of the Director, will, however, be approved by the Chairman, Governing Board.

7. Residential Telephone and Internet Facility to INFLIBNET Staff

The GB approved the provision of telephone and Internet facility to the staff mentioned below on functional need basis.

- i) Shri C K Shah, AO (P&A)
- ii) Shri D P Negi, AO (F)
- iii) Shri Ashok Achtani, SO (S & P)
- iv) Shri Manoj Kumar K, Scientist-D (CS)
- v) Shri Ashok Kumar Rai, Scientist-D (CS)
- vi) Shri Yatrik Patel, Scientist-C (CS)

It was clarified that the reimbursement for telephone is restricted to cost of 500 calls per month, monthly rental charges and taxes (proportionate to 500 calls).

8. Implementation of Pension Scheme

The members approved implementation of GPF-cum-Pension Scheme for the 15 employees of the INFLIBNET Centre (Appendix I) who joined prior to 01.01.2004 and opted for the same, as per the communications received from MHRD / UGC.

9. Ratification of the Decisions Taken by the Chairman, Governing Board, INFLIBNET Centre

- i) The amount of honorarium being paid to the members of important committees of the Centre (GB, GC, NSC, CCMC, selection committees, etc.) was raised from Rs. 1,000.00 to Rs. 2,000.00 per meeting considering the fact that several other organizations like NAAC, IIMs, CSIR, IITs have already enhanced the amount of honorarium paid to the members of various Committees. The GB approved the enhancement of honorarium of Rs.2,000.00 per meeting.
- ii) Enhancement of remuneration (Appendix II) being paid to the project staff and contractual employees hired through manpower agency was approved as proposed by the Committee constituted by the Director for this purpose.
- iii) Contribution of Rs. one lakh to the University of Delhi was approved towards organization of the "International Conference on Academic Libraries" from 5-8th October, 2009 at University of Delhi. It was noted that the organizers have agreed to offer free registration to two participants in the conference.

10. Status of Construction of Permanent Institute Building

Members were briefed about the status of construction of permanent Institute building. Shri Rajeev Kathpalia, Architect, M/s Vastu-Shilpa Consultants, Ahmedabad made a brief presentation on the design of the building. Members noted that the Centre would award contract for construction of building to M/s Katira Construction Ltd. based on lowest quotation soon after obtaining permission from the GUDA.

11. Requirement of Additional Funds for Construction of Institute Building (Phase-II)

The members noted that Architect had to re-design the Institute building completely with a new approach considering the fact that i) the roads on both the sides of the plot should be at least 6 Metres wide, Moreover, since the length of the plot is more than 100 Mtrs., one of the roads should be at least 9 Mtrs wide; and ii) the auditorium that was planned in the basement originally, cannot be located into the basement because of fire regulations. Since the total width of the plot is only 40 Metres, the Architect is left with only 25 Mtrs. (in width) to construct the building. As such, the building that was originally planned to be build in three floors, had to be raised to seven floors in the new design because of severe limitation of build-up area in width.

Moreover, the requirement of physical infrastructure was enhanced on the request of the Institute given the fact that the Centre has been given additional responsibilities for launching the college consortium for more than 6,000 colleges as well as for executing the project on Electronic Theses and Dissertations (ETD) for all universities. Moreover, numbers of guest rooms were also increased in the revised requirement because of increased requirement of training programmes for new initiatives. The committee also noted that the initial estimates based on PWD rates submitted to the UGC did not provide for i) air-conditioning of the building; ii) power back-up (Generator); and iii) furniture and fixtures, etc.

Members noted that the lowest bid from M/s. Katira Construction Ltd., for construction of administrative and academic wings of the Institute building is Rs.18,46,62,970/- which does not include cost of air-conditioning. Considering the facts mentioned above, members noted that Rs. 21.76 crores allocated for the project would be sufficient only for civil construction work for the Administrative / Academic wing. The Centre would require additional funds to the tune of Rs. 7.50 crores for construction of 40 guest rooms, 10 residential flats and Director's residence.

It was agreed that the additional Rs. 5.00 crores required towards furnishing of administrative and academic wings including cost of furnishing and equipping auditorium would be borne by the Centre from its own plan budget.

It was noted that the Centre would not have any balance left in its corpus after contributing Rs. 10.88 crores towards construction of the permanent Institute building. As such UGC may be requested to sanction additional Rs.7.50 crores for completing the construction work of the Institute building. Given the fact that Human Resource Development is one of the most important activity of the Centre, it would be imperative to take-up the job of Phase-II along with Phase-I itself. As such, the UGC may be requested to release Rs.7.50 crores required for the Phase-II during the Financial Year 2010-2011.

12. Other Items with Permission of the Chair

12.1. Restoration of Positions of Scientist-E & Scientist-F

Members were informed that two positions of Scientist-E & F were down-graded to Scientist-D's position in the past few years, since suitable personnel were not available for Scientist-E/F category. Given the fact that the positions of Science-D is in Pay band-III, the Centre does not have any employee in Pay band-IV. The proposal for restoration of Scientist-E/F was approved by the Governing Board.

12.2. Creation of Position of Distinguished Scientist at the INFLIBNET Centre as per the MOA

The members were informed that the MOA of the Centre provides for a position of distinguished Scientist at the INFLIBNET Centre. However, the position was not sanctioned by the UGC when sanction for 21 positions were conveyed to the Centre vide letter No.F.31-45/96 (IUC) dated 31. 7.1998. Given the fact that the number of activities and services of the Centre has increased multi-fold since issuance of notification referred above, there is sufficient justification for creating the position of Distinguished Scientist at the Centre as provided for in the MOA. The GB approved the proposal of creation of one position of Distinguished Scientist at the INFLIBNET Centre and asked the Director to send a request the UGC in this regard.

12.3. Retention of Rs.50.00 lakhs Sanctioned for Computer Networking of INFLIBNET Campus

The INFLIBNET Centre was allocated Rs.50.00 lakhs for computer networking in the year 1997-1998. The Centre did not use the funds considering the fact that it was located in a hired location and there was no logic for investing such a huge amount on networking that would have gone waste after the Centre moves to its own premises. Now that the Centre is likely to move into its own premises, it will be appropriate to spend the funds for installing fiber optic based Local Area Network. The Centre has been asked to refund Rs.50.00 lakhs with interest of 10% per annum by UGC. The members noted that the UGC has made a commitment to allocate Rs.10.88 crores for Institute building which does not include cost of networking. Members of the GB recommended retention of Rs. 50.00 lakhs sanctioned for lying computer network in the new campus. The Centre would send a request to the UGC for retention of the amount with an assurance that the funds would be used only for computer networking in the New Institute Building.

12.4. Provision of Three Administrative Officers / SO at the INFLIBNET Centre

Dr. Jagdish Arora informed the members that the positions required by the Centre were created during the meetings of the Governing Board of IUCAA since INFLIBNET Centre was a project of IUCAA till 1997 when it was recognized as an IUC. As such, two positions of Administrative Officers in the Pay Scale of Rs. 3,000-5,000 and Rs. 2,000-3,500, were approved during 16th Meeting of the Governing Board of IUCAA held on 8th Jan., 1996. The process of creation of new posts in the IUCAA during 1996 was the same and was followed for the INFLIBNET also as a project of IUCAA. The Minutes of the Governing Board of 16th Meeting of the IUCAA were duly approved by Chairman, UGC.

Subsequently, the UGC sent ex-facto approval of scientific and administrative positions on 31st July, 1998 (after the Centre became an IUC) wherein only one post of administrative officer was conveyed to the Centre contrary to decision taken in 16th Meeting of the Governing Board of IUCAA held on 18th Jan, 1996. By that time, the Centre already had one Senior Administrative Officer and one Administrative Officer as approved in the 16th Meeting of the Governing Board of IUCAA. Shri C.K. Shah who joined the Centre in 1991 from Space Applications Center, ISRO as Accounts Officer in the pre-revised pay scale of 2200-4000 (4th Pay Commission) and was absorbed in IUCAA, Pune (INFLIBNET was a project of IUCAA that time) in the same grade was promoted as Sr. Administrative Officer and the post vacated by him was filled up by the Centre. As such the Centre has two administrative officers against one sanctioned post. Shri Shah is holding the post of Sr. Administrative Officer, drawing pay & allowances as per the court injection but without sanction of UGC. As on date Shri C.K. Shah has completed more than 18 years service in INFLIBNET Centre including 13 years as Sr. Administrative Officer in the same pay scale.

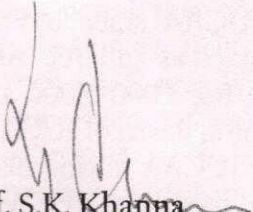
Members took note of the fact that the Centre has been assigned several major responsibilities and several new projects have recently been taken up, it is justifiable that the responsibility for Administration, Finance & Accounts and Stores & Purchase are assigned to different personnel at officer level. The Centre currently has sanctioned positions of one Administrative Officer and one Section Officer.

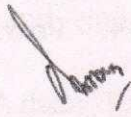
Considering the facts mentioned above, the members were convinced that the Centre should have three sanctioned positions of AOs / SOs and resolved that a requested be sent to the UGC for sanctioning one additional position of Sr. Administrative Officer in the pay scale of Rs. 15600-39100 (PB-3) Rs. 6600 (GP).

12.5. Empowering Governing Board, INFLIBNET Centre to Writing-off and Disposal of Obsolete and Unserviceable Items

After discussions and deliberations, it was resolved that the Governing Board of the Centre may be empowered to write-off / dispose-off obsolete and unserviceable items. However, the Centre should follow the Govt. of India rules and regulations for writing-off and disposal of obsolete and unserviceable items. All cases of writing-off and disposal may also be reported to the INFLIBNET Council. However, UGC may be requested to convey that the Governing Body would now be empowered to take decision on writing-off and disposal of obsolete and unserviceable items.

The Meeting ended with a vote of thanks to the Chair.


Prof. S.K. Khanna
Chairman, Governing Board


(Jagdish Arora)
Director, INFLIBNET and
Member-Secretary, Governing Board