

**Information and Library Network (INFLIBNET) Centre  
(An IUC of University Grants Commission)  
Infocity, Gandhinagar- 382007**

15<sup>th</sup> March, 2019

**Minutes of the 37<sup>th</sup> Meeting of the Governing Board, INFLIBNET Centre, held on  
Friday, 15<sup>th</sup> March, 2019, INFLIBNET Centre, Gandhinagar**

**Chairman**

Prof Yogesh Singh Vice-Chancellor, Delhi Technological University &  
Chairman, Governing Board,  
INFLIBNET Centre, Gandhinagar, Gujarat.

**Members**


Prof S K Singh	Vice-Chancellor, Lalit Narayan Mithila University, Darbhanga
Prof Kamlesh P Joshipura	Former VC, Saurashtra University
Shri P K Thakur	Financial Advisor, Representative of Secretary, UGC
Prof Dileep N. Malkhede	Advisor-I (RIFD), Rep. Member Secretary, AICTE
Dr Anand Byrappa	Rep. Director, IISc, Bengaluru
Prof Pratosh Bansal	Inst. of Engg. & Tech., Devi Ahilya Vishwavidyalaya
Shri G S Malik	Advisor, NMEICT, Representative of MHRD (e-SS)
Prof J P Singh Joorel	Director INFLIBNET & Member Secretary

**Special Invitee**

Shri Harish Chandra Administrative Officer INFLIBNET Centre

Prof Bhushan Patwardhan, Vice-Chairman, UGC, Prof Rajnish Jain, Secretary, UGC, Prof R C Kuhad, Vice-Chancellor, Central University of Haryana, Dr R K Chadha, Former Addl. Secretary (Lok Sabha), Prof B K Tripathi, Director, IUC for Teacher Education, BHU Varansasi and Prof S A Bari, Vice-Chancellor, Central University of Gujarat could not attend the meeting because of their prior commitments.

The 37<sup>th</sup> Meeting of the Governing Board, INFLIBNET Centre commenced with playing of National Anthem. Prof Yogesh Singh, Chairman GB and Prof J P Singh Joorel, Director, INFLIBNET Centre extended a warm welcome to all the Members of the Governing Board. Director INFLIBNET Centre welcomed Prof S K Singh, Vice-Chancellor, Lalit Narayan Mithila University, Darbhanga into the Governing Board of INFLIBNET as a new member. The Members introduced themselves to each other. The Chairman GB then requested the Director to take up the agenda items.





**37.1 Confirmation of the Minutes of the 36<sup>th</sup> Meeting of the Governing Board held on Friday, 7<sup>th</sup> December, 2018 at INFLIBNET Centre, Gandhinagar**

The Minutes of the 36<sup>th</sup> Meeting of the Governing Board of INFLIBNET Centre held on Friday, 7<sup>th</sup> December, 2018 at INFLIBNET Centre, Gandhinagar were confirmed as circulated, since no comments were received from the Members.

**37.2 Report on Action Taken and Progress made since 36<sup>th</sup> Meeting of the Governing Board held on 7<sup>th</sup> December, 2018 at INFLIBNET Centre**

Prof J P Singh Joorel presented a report on action taken on the various decisions made during the 36<sup>th</sup> Meeting of the Governing Board. The important actions taken were presented to the Members as per the following details:

2.1 **Minutes of the 36<sup>th</sup> Meeting of the Governing Board**, duly approved by the Chairman, GB were circulated to the Members. No comment received from the Members.

2.2 **Actions taken and progress made since 35<sup>th</sup> Meeting of the Governing Board held on 24<sup>th</sup> July 2018**: Already reported in the 36<sup>th</sup> Meeting of the Governing Board held on 7 Dec 2018.

2.3 **New Projects at the INFLIBNET Centre**: New projects taken by the Centre after 36<sup>th</sup> Meeting of the Governing Board are being under execution. **The details of new projects taken by the Centre is given at item No. 3.**

2.4 **Projects in Pipeline**: The projects including Access to Plagiarism Detection Software to all Universities/HEIs, Development of Web Portal for Central Sector Scheme Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMTT) and e-Governance are under process.

2.5& 6 **Arbitration Case**: The Director presented, before the Governing Board, the details of amount deducted by the Centre, amount claimed by the civil contractors, amount awarded to contractors by the Arbitrator and amount spent in litigations. After detailed discussions and deliberations, the Governing Board unanimously resolved to constitute a Committee of the following Members to negotiate with the civil contractors for out of the Court settlement and submit progress report to the Governing Board. Director was advised to call a special meeting of Governing Board on this issue after the negotiations/settlement with contractors by the Committee.

**Constitution of the Committee**

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|---|----------|
| i. Prof Kamlesh P Joshipura<br>Former VC, Saurashtra University<br>(Member, Governing Board)                | Chairman |
| ii. Prof Himanshu Pandya<br>Vice Chancellor, Gujarat University<br>(Chairman, Building Committee INFLIBNET) | Member   |



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|------|--|-------------|
| iii. | Prof Pratosh Bansal<br>Instt. Of Engg. & Tech.<br>Devi Ahilya Vishwavidyalaya, Indore<br>(Member, Governing Board) | Member      |
| iv.  | Shri N K Ojha<br>University Engineer<br>M S University Baroda<br>(Member Building Committee INFLIBNET)             | Member      |
| v.   | Shri Yatrik R Patel<br>Scientist – D (CS)<br>INFLIBNET Centre  | Coordinator |

2.7 **The AMC of Institute Building & hiring of Sr Consultant:** The hiring of services of Sr. Consultant/JE through Man Power agency is in process meanwhile CPWD was requested by the Centre to carry out the maintenance of the building. However, CPWD officials informed during their visit to the Centre, that CPWD can take the responsibility of the maintenance of the building only after the arbitration proceedings over.

2.8 **Promotion Policy for the Scientists and Staff of INFLIBNET Centre:** As per the decision taken in the 36th Meeting of the Governing Board, Joint Secretary (Estt.) DoPT was requested to nominate a suitable officer vide letter dated 18<sup>th</sup> Jan 2019 and reminded vide letter dated 12th Feb 2019. However, during telephonic discussion, between Director and J S (Estt) DoPT, the concerned officer informed that, DoPT generally doesn't nominate any official for such purpose.

The Members of the GB unanimously opined that to attract, retain and keep motivated and talented employees in an Organisation, it is very essential to have a promotion policy for the staff.

Keeping in view the career prospects and growth of the Centre, the Governing Board after a detailed discussion and deliberation on the promotions issue, unanimously resolved for strict adherence of the promotion policy that already exists in the Bye-laws of the Centre under Clause 4. The Centre was also advised for early implementation of the promotion policy.

**Follow Up Actions:**

2.9. **Incentives on Acquiring PhD degree:** A Committee has been constituted.

2.10 **Recognition of Aashka Multispecialty Hospital under the Approved Health Scheme for Medical Treatment to the Staff and Dependents:** INFLIBNET Centre has signed the MoU with Aashka Multispecialty Hospital, Gandhinagar on 22.02.2019 for Medical Treatment to eligible Staff and Dependents of the Centre.

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**2.11 Writing-off of Obsolete and Unserviceable Items:** The Old/unserviceable items as approved have been disposed-off/ auctioned.

### **37.3 New Projects/Initiatives under taken by the Centre**

Prof J P Singh Joorel, Director, INFLIBNET Centre presented a brief to the Governing Board about the details on the progress on all the projects and activities undertaken by the Centre. The Governing Board was informed that the all the projects undertaken by the Centre are of national importance and are being completed in a time bound manner. Director also informed about the "Excellence Award 2019" awarded to the Centre as an "Emerging Institute Promoting Government Digital Initiatives" during 12<sup>th</sup> ASSOCHAM National Education Summit presented by Union Minister Shri Suresh Prabhu Minister of Commerce & Industry and Civil Aviation.

All the Members of the Governing Board appreciated and praised the efforts taken by the Centre in the field of various initiatives towards digitization in India.

The Members also took a note of the new projects taken-up by the Centre. The new projects are: (i) Indian Research Information Network System ii) Scheme for Higher Education Youth for Apprenticeship and Skills (SHREYAS) (iii) Providing Technological Solutions for the College and University Libraries in North Eastern Region of India (iv) Anti Plagiarism Detection Software (PDS) for all Universities and Higher Education Institutes (v) Development of SOUL 3.0 (vi) Web applications for "NCTE Accreditation Management System (NAMS)" (vii) Digital Education Solutions for IGNOU (viii) Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNMTT) (ix) e-Governance at UGC (x) Human Resource Development and Consultancy.

In regard of Human Resource Development and Consultancy, Chairman GB advised that Centre may increase the number of training programs so that more and more teachers and educational fraternity can be trained.

### **37.4 Confirmation of the decision taken by Chairman, GB**

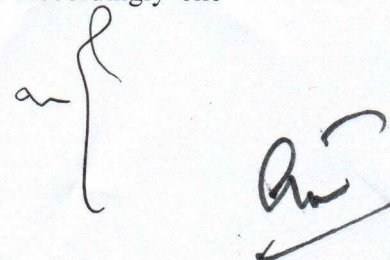
The Governing Board approved the decision of the Chairman, GB to file appeal in arbitration under section 34 instead of 33 of Arbitration and conciliation Act 1996 as per the legal opinion of the Asstt. Solicitor General of India.

### **37.5 Uploading of the Minutes of the Governing Council, Governing Board and Finance Committee of the INFLIBNET Centre on the website of the Centre**

The Governing Board approved the proposal of uploading the Minutes of Governing Council, Governing Board etc., on its website to have more transparency in the decision making.

### **37.6 Hiring of Accounts Consultant on Contract Basis**

The Director briefed the Governing Board about hiring of Consultants/Sr Consultant one each for Administration and Scientific activities that was approved by the Governing Board in its 22<sup>nd</sup> Meeting held on 4<sup>th</sup> December 2010. Accordingly one





Accounts Consultant was hired w. e. f. July 2011 who continued till August 2017. However, the Centre requires the continuation of services of the Consultants for smooth handling of the work.

The Governing Board approved the hiring of Consultants on Contract basis as per the past practice.

### 37.7 Revival of Already sanctioned/Vacant Posts

The Members of the GB were informed by the Director that the Centre has few vacant posts that were sanctioned by the UGC but could not be filed due to one or another reason, however these posts are essentially required for the smooth functioning of the Director's secretariat, administrative sections including setting up SC/ST cell at the Centre. The Finance Committee in its meeting held on 15<sup>th</sup> March 2019 recommended the revival of the posts.

After detailed discussions and deliberations, the Members endorsed the decision of the Finance Committee to revive the vacant positions, given below:

Sl. No.	Name of the post	Pay Level	Sanction order No. & date	Remarks	Yearly Salary/Financial Requirement
1	Scientist-E	Level-13	UGC's Letter No.F.31-45/96(IUC) dated 31.07.1998	Vacant since 1998	Rs 20,30,688.00
2.	Sr. Administrative Officer	Level-12	F.31-45/2006(IUC) dated 12.09.2011	The two Administrative Officer were working in the Centre and the post of Sr. Administrative Officer was sanctioned by the UGC in the personal capacity to Mr. C K Shah who was working as one of the AO's in the Centre and abolished on his retirement on 30.09.2011.  After 30.09.2011 only one Administrative officer is available with the Centre to look after the both the Administrative and Finance Sections. Centre requires the post of SAO, so that Finance & Accounts can be looked after as separate independent section.	Rs 13,82,784.00
3.	PS to Director	Level-7	UGC's letter No.F.31-15/96(IUC) dated 28.10.1997	Vacant since 05.02.1999	Rs 15,62,304.00
4.	SC/ST Cell		UGC's letter	Cell has not been established.	Rs

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1. Section Officer	Level-7	No.F.6-24/1982(SCT) dated		25,00,000.00
2. Executive Assistant	Level-4	29.04.2009 for XI plan and		
3. other manpower on need basis through contractor	Daily Wages	F.No. 9-1/2009 (SCT) 12.11.2012		
<b>Total (A)</b>				<b>Rs74,75,776.00</b>

### 37.8 Creation of Scientific/Technical Post and Support area

The Director briefed the Governing Board about the various activities of the Centre and other projects entrusted by the UGC, MHRD and other autonomous bodies of the Central Govt. The Centre has the support of only 20 scientific employees who look after the assignments and functions of the Centre and also cater the needs of the stake holders in completing their projects of national importance within a stipulated time frame.

The Finance Committee in its meeting held on 15<sup>th</sup> March 2019 recommended the creation of the scientific posts. The FC also advised the Centre to submit the proposal to the UGC for further necessary approval alongwith detailed justifications for the Creation of Scientific/Technical Post.

After detailed discussions and deliberations, the Members endorsed the decision of the Finance Committee for creation of scientific positions as per the given details:

Sl. No.	Name of the post	Pay Level	Number of posts required	Yearly Salary
1	Scientist-E	Level-13	1 (One)	Rs.20,30,688.00
2.	Scientist-D	Level-12	1 (One)	Rs.13,82,784.00
3.	Scientist-B	Level-10	4 (Four)	Rs.40,49,280.00
4.	Scientific/Technical Officer	Level-7	2 (Two)	Rs.15,62,304.00
5.	Scientific & Technical Assistant	Level-6	4 (Four)	Rs.25,04,448.00
<b>Total (B)</b>				<b>Rs1,15,29,504.00</b>

### 37.9 Creation of Administrative and Support area posts

The Members were briefed that Centre is having Nine Administrative staff which is very less manpower compare to its objectives to fulfil assignments and functions that Centre has taken up. The Members were also briefed that the INFLIBNET Program was established in 1991 as a project under IUCAA, Pune and in May'1996 the Centre was formed as an Inter University Centre of the University Grants Commission. At that time it had an approximate budget of Rs 3 crores and now it has a budget approximate of Rs.360.00 Crores that has increased more than 100 times accordingly

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all other administrative works have increased but the number of Administrative employees remained same.

The Director of the Centre also projected the need of creation of separate Finance section and other administrative staff for smooth functioning for the Centre. It was also briefed that earlier the Centre had Two Administrative Officer one for each Administration with Store & Purchase and another for Finance and Accounts till December, 2010 including one Sr. Administrative Officer till September 2011.

The Finance Committee in its meeting held on 15<sup>th</sup> March 2019 recommended the creation of the Administrative positions and creation of Finance section. The FC also advised the Centre to submit the proposal to the UGC for further necessary approval alongwith detailed justifications.

The Governing Board felt the requirement of more administrative positions to Co-op up multi fold increased activities of the Centre and also opined to have separate Finance section for smooth functioning and to maintain checks and balance. The Members endorsed the decision of the Finance Committee for creation of Administrative positions as per the following details. The Finance Committee also advised the Centre to hire the MTS/helpers on contractual basis through manpower agency as per requirements rather than asking for creation of such posts.

Sl. No.	Name of the post	Pay Level	Number of posts required	Yearly Salary
1	Administrative Officer/ Finance Officer	Level 10	01 (One)	Rs.10,12,320.00
2	Office Assistant-II/Senior Assistant	Level-6	01 (One)	Rs.6,26,112.00
3	Assistant	Level-4	01 (One)	Rs.4,64,544.00
4	Clerk-cum-Typist	Level-2	02 (Two)	Rs.6,85,824.00
<b>Total (C)</b>				<b>Rs 27,88,800.00</b>
<b>Grand Total A+B+C</b>				<b>Rs 2,17,94,080.00</b>

### 37.10 Amendment in Qualification as per Current Scenario:

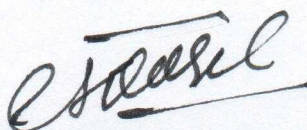
The Governing Board discussed in length the proposed qualifications and advised the Centre to keep the qualifications as per the project specific requirements new projects. However, for various Scientific positions, the Members after detailed discussions and deliberations resolved that the Centre may adopt the qualifications as per the following details:

Sanjiv  
[Signature]




Post	Existing Qualification	Approved Qualification
Data Entry Operator	ITI Certificate	No change
Scientist B	BE/MCA OR M Lib/M L ISc/Eqvt + 1 Year Exp	BE/BTech in Computer Science or relevant branch as specified by AICTE or MCA or MSc in relevant branch OR M Lib/M L ISc/Eqvt + 1 year exp  <b>Note:</b> A minimum of 60% marks are required in qualifying degree. The relaxation to reserved category candidates shall be as per the GoI rules.

Meeting ended with a Vote of Thanks to the Chair.



(Prof J P Singh Joorel)  
Member Secretary

Director, INFLIBNET Centre, Gandhinagar



(Prof Yogesh Singh)

Chairman, Governing Board, INFLIBNET Centre  
(Vice-Chancellor, Delhi Technological University,  
Shahbad Daultpur, Bawana Road, Delhi - 110042)