



**MINUTES OF THE 86<sup>th</sup> MEETING OF THE EXECUTIVE COUNCIL OF MANUU  
HELD ON THURSDAY, 9<sup>th</sup> SEPTEMBER, 2021 AT 11.00 A.M AT  
UNIVERSITY CAMPUS, GACHIBOWLI, HYDERABAD**

**Members Present:**

| S No. | Name  | Designation                   | Attendance |
|-------|---|-------------------------------|------------|
| 1.    | <b>Prof. Syed Ainul Hasan</b><br>Vice-Chancellor  | Chairman                      | Physical   |
| 2.    | <b>Prof. Shashikant Sharma</b><br>Professor, Dept. of Journalism & Mass<br>Communication<br>Himachal Pradesh University | Member<br>(Visitor's Nominee) | Online     |
| 3.    | <b>Prof. Panchanan Mohanty</b><br>Former Dean, School of Humanities<br>University of Hyderabad                          | Member<br>(Visitor's Nominee) | Physical   |
| 4.    | <b>Prof. Bharat Bhaktibhai Ramanuj</b><br>Professor, Dept. of Education<br>Saurashtra University, Rajkot. Gujarat       | Member<br>(Visitor's Nominee) | Online     |
| 5.    | <b>Prof. V.Kamakshi Prasad</b><br>Professor, Dept. of CS & E<br>JNTU College of Engineering, Hyderabad                  | Member<br>(Visitor's Nominee) | Online     |
| 6.    | <b>Prof. Ehtesham Ahmed Khan</b><br>Dean, School of Mass Communication &<br>Journalism                                  | Member                        | Physical   |
| 7.    | <b>Prof. Saneem Fatima</b><br>Dean, School of Commerce & Business<br>Management   | Member                        | Physical   |
| 8.    | <b>Prof. Parveen Jahan</b><br>Dean, School of Science   | Member                        | Physical   |
| 9.    | <b>Prof. S. M. Rahmathullah</b><br>Dean, School of Arts & Social Sciences   | Member                        | Physical   |
| 10.   | <b>Prof. Abul Kalam</b><br>Professor-cum-Director, DDE  | Member                        | Physical   |
| 11.   | <b>Prof. P. Fazul Rahaman</b><br>Professor-cum-Director, UGC-HRDC   | Member                        | Physical   |
| 12.   | <b>Dr. Sadaquat Ali Khan</b><br>Associate Professor, MANUU - CTE,<br>Bidar  | Member                        | Physical   |
| 13.   | <b>Dr. Shafayath Ahmad</b><br>Assistant Professor, CTE-Darbhanga  | Member                        | Online     |
| 14.   | <b>Sri. M. G. Gunasekaran</b><br>Finance Officer  | Special Invitee               | Physical   |
| 15.   | <b>Prof. Siddiqui Mohd. Mahmood</b><br>Registrar I/c  | Ex-Officio Secretary          | Physical   |

At the outset the Vice-Chancellor welcomed all the Members of the Executive Council. Thereafter, the Chairman requested the Registrar to present the Agenda of the meeting.

**86.1 *Confirmation of the Minutes of 83<sup>rd</sup> and 85<sup>th</sup> Meetings of the Executive Council held on 07.05.2021 & 16.08.2021***

- (a) It was informed to the EC that the Minutes of the 83<sup>rd</sup> Meeting of the Executive Council held on 7<sup>th</sup> May, 2021 were placed in the 85<sup>th</sup> Meeting of Executive Council Meeting. However, the EC approved the panel of names approved by EC for appointment of Chancellor under Item No.83.5.2 and decided to place rest of the minutes in the next meeting. The Executive Council noted the same and approved the rest of the Minutes of 83<sup>rd</sup> Meeting held on 07.05.2021.
- (b) The Registrar informed that the Minutes of the 85<sup>th</sup> Meeting of the Executive Council held on 16<sup>th</sup> August, 2021 were circulated to all the Members of the EC and no comments have been received from the Hon'ble Members on the Minutes. Therefore, the Executive Council approved the Minutes of the 85<sup>th</sup> Meeting held on 16.08.2021.

**86.2 *Follow up Action Taken Report (ATR) on the Minutes of 85<sup>th</sup> Meetings of the Executive Council held on 16.08.2021***

The follow up action taken on the Minutes of 85<sup>th</sup> Meeting of the Executive Council held on 16<sup>th</sup> August, 2021 was presented before the EC. The Executive Council noted the Action Taken Report.

**86.3: Items for Reporting / Ratification**

**86.3.1. *Acceptance of Resignation tendered by Dr. Eshwara Prasad, Director I/c, MANUU Polytechnic, Kadapa, A.P***

The Executive Council noted and ratified the decision taken by the Vice-Chancellor in accepting the resignation tendered by Dr. Eshwara Prasad, Director I/c, MANUU Polytechnic Kadapa, A.P. w.e.f 06.07.2021 (A.N.) on health grounds.



**86.3.2. To report the approval granted by the UGC to restart the two Diploma programmes in MANUU Polytechnic, Cuttack and Kadapa (A.P)**

The Executive Council noted the communication received from the UGC vide letter No. 50-10/2015 (CU) dated 24.08.2021 to restart the two Diploma Programmes sanctioned by the UGC i.e. Diploma in Apparel Technology at Kadapa (A.P) and Diploma in Automobile Engineering at Cuttack in the MANUU Polytechnics. The UGC further communicated that these two courses approved by UGC may be restarted on temporary basis only and no permanent faculty / teachers should be appointed in these two courses and that the review of these two courses will be made after 3-4 years in reference to enrollment of students, viability of the programmes, etc. and thereafter the process of the appointment of regular faculty to be initiated by the University with the prior approval of the UGC.

**86.3.3. To report the UGC communication regarding post sanctioned for ASCW, Budgam, J&K**

The Executive Council noted the communication received from the UGC vide letter No. 48-13/2019 (CU) dated 28.06.2021. The UGC, vide the letter referred above has informed that Teaching and Non-Teaching posts sanctioned for Arts and Science College, Budgam should not be filled until further instructions from it in order to avoid future financial commitment / liability.

**86.3.4. Extension of Lien for a period of one year granted to Mr. Rizwan Zaheer, Head Master, Model School Darbhanga**

The EC noted and ratified the decision taken by the Vice-Chancellor in extending Lien period of Mr. Rizwan Zaheer on his substantive post of Head Master in MANUU- Model School, Darbhanga for a further period of one year w.e.f 01.07.2021. Mr. Rizwan Zaheer is presently working as Lecturer in Govt. Training College, Bihar.

**86.3.5. Extension of Lien for a period of one year granted to Mr. Wakil Ahmad, TGT, Model School Darbhanga**

The EC noted and ratified the decision taken by the Vice-Chancellor in extending Lien period of Mr. Wakil Ahmad on his substantive post of Trained Graduate Teacher

(TGT)- English in MANUU- Model School, Darbhanga for a further period of one year w.e.f 31.08.2021. Mr. Wakil Ahmad is presently working as TGT in Jharkhand Staff Selection Commission, Ranchi.

**86.3.6. *Extension in the term of appointment of Prof. Rishabha Deo Sharma as Consultant in DDE***

The EC noted and ratified the decision taken by the Vice-Chancellor in extending the term of appointment of Prof. Rishabha Deo Sharma as Consultant (Content Development in Hindi under DDE) on contractual basis at Directorate Distance Education for a period of six months w.e.f 10.08.2021 or till further orders whichever is earlier on the existing terms and conditions.

**86.3.7. *To report and ratify the MoU (Tripartite) between MANUU, MoE and UGC***

The Executive Council noted and ratified the Memorandum of Understanding (Tripartite) between Maulana Azad National Urdu University (MANUU), Ministry of Education (MoE) and University Grants Commission (UGC) for the year 2021-2022.

**86.3.8. *Highlights of the interaction meeting with Vice-Chancellor's by the Hon'ble Minister of Education held on 03.09.2021(online)***

The Executive Council noted the highlights of the Online Interaction Meeting with Vice-Chancellor's by Mr.Dharmendra Pradhan, Hon'ble Education Minister in the presence of Mr.Amit Khare, Secretary, Mr.Subash Sarkar, Minister of State and Prof. D. P. Singh, Chairman, UGC held on 03.09.2021. The EC noted the report.

**86. 4: Item for Consideration:**

**86.4.1. *To consider the Constitution of Hostel Grievance Redressal Committee (HGRC) for Hostels***

The Executive Council was informed that a Meeting was convened by the Vice-Chancellor on 31.08.2021 with the Provosts and Wardens of the Boys and Girls Hostels to discuss issues related to the University Hostels. It was proposed that a Hostel Grievance Redressal Committee (HGRC) of Hostels (Boys & Girls) may be constituted with three members for a term of two years.

- 1) Prof. Najam-ul-Hasan, Professor, Dept. of Mathematics - Convener
- 2) Dr. Kaneez Zehra, Associate Professor, Dept. of Public Administration - Member
- 3) Dr. Qaiser Ahmad, Asst. Professor, Dept. of Persian - Member

The Executive Council considered the proposal and **resolved** for constitution of Hostel Grievance Redressal Committee (HGRC) with the above Members for a term of two years.

**86.4.2. To consider fixing of term of Provosts and Wardens for Boys & Girls Hostels**

The Executive Council was informed that a Meeting was convened by the Vice-Chancellor on 31.08.2021 with the Provosts and Wardens of the Boys and Girls Hostels to discuss the issues related to the University Hostels. It was proposed that the term of appointment of Provosts and Wardens of Boys and Girls Hostels may be fixed for a period of two years.

The Executive Council considered the proposal and **resolved** that henceforth the term of appointment of Provosts and Wardens of Boys and Girls Hostels shall be for a period of two years

**86.4.3. To consider appointment of a committee to change in nomenclature of various positions under teaching and administration in the University in the process of decentralization**

The Vice-Chancellor informed that a Committee under the Chairmanship of Prof.S.M.Rahmatullah, Dean, School of Arts & Social Sciences has been constituted for changing the nomenclature of various functional positions under teaching and administration in the University other than sanctioned by UGC in the process of decentralization and to submit its recommendations. The matter will be reported in the next meeting of the Executive Council. The EC noted the same.

**86.4.4. To consider the report of the Committee constituted by the Vice-Chancellor for decentralization of powers & responsibilities to the Deans of Schools of Studies**

The Vice-Chancellor informed that a Committee under the Chairmanship of Prof.S.M.Rahmatullah, Dean, School of Arts & Social Sciences has been constituted for decentralization of powers to the Deans of Schools of Studies. He said that, what



is the purpose of appointing Deans of School of Studies, if there is no academic and administrative responsibility and accountability for the same. He informed that as on date the Deans of Schools though being the Statutory Posts as per University Act and Statutes, have not been delegated any specific administrative and financial powers. The proposal to delegate the powers to the Deans of Schools is a part of decentralization and a Committee under the Chairmanship of Prof.S.M.Rahmatullah was constituted. The Committee at its meeting held on 2<sup>nd</sup> September, 2021 submitted its recommendations for decentralization and delegations of powers to Deans of Schools of Studies under the Statute-13 (2) (xvi) of MANUU Act & Statutes. Following are the recommendations of the committee:

**I. ACADEMIC POWERS AND RESPONSIBILITIES:**

- i) Responsible for academic planning, academic audit of the programmes and implementation of academic policies approved by the Academic Council.
- ii) Maintenance of quality education including standards of teaching, research and training of teachers with in the School.
- iii) Facilitate the creation of a learner-centric environment conducive for quality education through recommendations for infrastructural requirements.
- iv) Facilitate the organizing of workshops, training programmes and seminars etc.
- v) To ensure regular holding of School Board Meetings.
- vi) Initiate all such activities to improve the visibility of the School in terms of research, consultancy and extension output at National and International level.
- vii) Facilitate post-doctoral fellows to get attached to the School.
- viii) Ensure redressal of grievance of the Students at the School level.
- ix) Ensure the academic calendar approved by the Academic Council is being implemented.
- x) Encourage the faculty and departments to undertake collaborative research through MoUs at National and International level.

**II. ADMINISTRATIVE POWERS AND RESPONSIBILITIES:**

1. Sanction of leaves
  - a) Casual Leaves of Heads of Departments
  - b) Special Casual Leaves of all faculty members in the School.
  - c) Duty Leaves of all faculty members in the School.



2. Constitution of Purchase Committees at the level of Schools of Studies, with the representation of the concerned Departments / Centres / CTEs / Polytechnics / ITIs and Model School, with the representation from the Finance Division and Purchase Section with the Deans as the Chairperson.
3. Administrative approval of Educational tours / Field trips / Industrial tours if it is a part of syllabus and wherever applicable.
4. Approval of Extension / Invited lectures, Endowment lectures, discussions, FDPs Training programmes, Seminars, Conferences, Workshops and Webinars (other than International) by the Departments.
5. Approving authority for submission of research projects to different funding agencies.
6. Constitution and Chairing of Selection Committee for appointing research fellows in the projects, wherever specific directions are not prescribed by the funding agency.

### **III. FINANCIAL POWERS AND RESPONSIBILITIES:**

1. The Deans shall have powers to approve financial sanction upto Rs. 2.00 lakhs under recurring grants allocated to the School under the following heads:
  - a) Stationary, Consumables and Contingencies including imprest amount.
  - b) Conduct of Special Lectures
  - c) Conduct of Seminars, Conferences, Workshops, Webinars and any other academic activity, other than International.
  - d) Tech fests, exhibitions, debates etc.
  - e) Expenditure on conducting meetings of Board of Studies, School Board, Research Advisory Committees, Departmental Research Committee, Ethics Committee, Advisory Committees and any other committees constituted by the University Authorities at School / Department /Centre level.
  - f) Undertaking minor repairs and maintenance of equipment and laboratory equipments.
  - g) Procurement of consumables.
  - h) The expenditure should be approved only against the allocation.
  - i) The expenditure should be restricted to 25% per quarter period.
  - j) The Dean Office should obtain position of funds availability from Finance & Accounts Division where financial implication is Rs. 2.00 lakhs.
  - k) GFR should be scrupulously followed while incurring expenditure.

 

- l) No Capital assets should be procured.
- m) Budget Control Register shall be maintained by Office of the Dean for the budget allocated.

2. **Research projects expenditure:** All expenditures are to be under the defined heads of funding agency including Capital expenditure on equipment.

The Executive Council after deliberation at length **resolved** to approve the above delegation of academic, administrative and financial powers to the Deans of Schools of Studies as recommended by the Committee.

**86.4.5. To consider the constitution of a committee for NSS, NCC, Extension activities and Social responsibilities**

The Executive Council was informed that the Internal Quality Assurance Cell (IQAC) has proposed to constitute a Committee with the following Members to Co-ordinate and Consolidate the activities of National Service Scheme (NSS), National Cadet Corps (NCC), Extension Activities and Social Responsibilities in the University so that all the activities from community service to leadership training can be systematically conducted, their information stored, and the results and effects presented appropriately in the required academic forums. The term of the committee shall be for period of two years:

- |  |               |
|--|---------------|
| 1) Prof. Mohd. Fariyad, Professor, Head, Dept. of MCJ          | - Chairperson |
| 2) Dr. Tahseen Bilgrami, Associate UGC-HRDC                    | - Member      |
| 3) Dr. Jarrar Ahmad, Asst. Professor, Dept. of Edn. & Training | - Member      |

The Executive Council considered the above proposal and **resolved** to approve the constitution of committee with three members for a term of two years.

**86.4.6. To consider the proposal for the appointment of Honorary Professors / Visiting Professor**

The Executive Council was informed that a proposal has been received from Prof. S. M. Rahmathullah, Dean, School of Arts & Social Sciences for the appointment of Prof. Sukhadeo Thorat as Honorary Professor for School of Arts and Social Sciences

as per UGC guidelines. His expertise in the area of social science would be useful for School of Arts and Social Sciences in particular and the University in general.

Similarly, a proposal has also been received from Prof. Md. Naseemuddin, Dean, School of Languages, Linguistic and Indology to utilize the services of Prof. S. Imtiyaz Hasnain, Professor, Dept. of Linguistics, Aligarh Muslim University, Aligarh as Adjunct Professor for School of Languages, Linguistics and Indology as per UGC rules.

Further, the University has identified Prof. S. M. Azizuddin Husain, Former Director, Rampur Raza Library, Ministry of Culture, Govt. of India & Former Head, Dept. of History, Jamia Millia Islamia, New Delhi to appoint him as Honorary Professor for H.K. Sherwani Centre for Deccan Studies as per UGC guidelines. His services will be useful for the revival of the functioning of Centre for Deccan Studies.

The Executive Council considered the above proposals and **resolved** to approve the appointments of Prof. Sukhadeo Thorat as Honorary Professor for School of Arts and Social Sciences and Prof. S. M. Azizuddin Husain as Honorary Professor for H.K. Sherwani Centre for Deccan Studies. As regards to the appointment of Prof. S. Imtiyaz Hasnain as Adjunct Professor for School of Languages, Linguistics & Indology his appointment shall be done by following the due procedure as laid down in the UGC guidelines.

**86. 5: Any other Items with the permission of the Chair:**

**86.5.1. Fixing of term of appointment of Deans of School of Studies and Heads of the Departments from 3 years to 2 years**

The Vice-Chancellor informed that as per the provisions contained in the Statutes of the University, the term of appointment of Deans of School of Studies and Heads of the Departments is 3 years. It was noticed that some faculty members did not get opportunity to become Dean or Head before their retirement. In order to give chance to all the faculty members of the University, the present tenure of 3 years has to be reviewed and it may be reduced to 2 years. He said that if the Members of the EC agree, a proposal will be prepared for amendment in the relevant Statutes of the Act of

the University for making the term of appointment of Deans of Schools of Studies and Heads of the Departments to 2 years from 3 years and the same will be submitted to the Ministry of Education to get the assent of the Visitor of the University. The EC agreed to the proposal.

#### ***86.5.2. Nomination of additional name for the appointment of new Chancellor***

*Ref: EC Resolution No. 83.5.2 dated 07.05.2021*

The Executive Council noted that the term of three years of Shri. Firoz Bakht Ahmed as Chancellor MANUU has been concluded on 16.05.2021. As per the requirement under Statute – (1) of the University Act, a panel of names of not less than three persons shall be recommended by the Executive Council from amongst persons of eminence in the academic or public life of the country. Accordingly, the Executive Council, in its 83<sup>rd</sup> Meeting held on 07.05.2021, approved the nominations of five eminent persons namely (i) Mr. Arif Mohammad Khan (ii) Shri. Gulzar (iii) Dr. K. Kasturirangan (iv) Dr. Vijay Kumar Saraswat and (v) Dr. Majid Ahmed Talikoti for the appointment of Chancellor which was sent to the Ministry of Education, Govt. of India for onward submission to the Office of the Visitor, vide letter dated 07.05.2021.

After detailed discussions, the Executive Council felt the need of adding one more name to the panel of names already approved by the EC. After due deliberations, the Executive Council unanimously **resolved** to approve the name of Shri. M (also known as Shri. Madhukarnath Ji) a Spiritual Guide, Social Reformer, Educationist, Author and Speaker for appointment of the Chancellor of MANUU under Statute – 1 of the University Act.

#### ***86.5.3. Appointment of Pro-Vice-Chancellor, MANUU***

The Vice-Chancellor recommended the name of Prof. S. M. Rahmathullah, Dean, School of Arts & Social Sciences to appoint him as Pro-Vice-Chancellor of MANUU as per provisions contained in the Statute–4(1) of the University Act & Statutes. The Vice-Chancellor further informed the EC that in the absence of the regular Vice-Chancellor the services rendered by Prof. M. Rahmathullah as Officiating Vice



Chancellor for about one year is appreciable. Therefore, his services would be useful in the capacity of Pro-Vice Chancellor in the overall interest of the University.

The Executive Council on the recommendations of the Vice-Chancellor unanimously *resolved* to appoint Prof. S. M. Rahmathullah, Dean, School of Arts & Social Sciences as Pro-Vice--Chancellor of MANUU as per the provisions contained in the Statute – 4 (1) of the University Act & Statutes for a period of 5 years or till he attains the age of superannuation whichever is earlier.

*At the end of the meeting the Hon'ble Members have made the following suggestions:*

i) Prof. P.Mohanty suggested that the English terms while teaching in Urdu shall be minimized. Wherever possible it is suggested to translate maximum terms / words in Urdu. Prof. Mohanty has also appreciated the measures taken by the University for decentralization of powers and responsibilities to the Deans of Schools of Studies. He was of the opinion that the decentralization should be done in phase manner. The Dean being an important position shall be delegated with powers to look after the overall development of the departments under the each School of Studies. He also emphasized to find out the strength areas of the University. According to him the Deccan Studies could become one of the strength areas if we emphasize on it. By identifying such strength areas we can bring the Institution to higher levels. He said that the JNU has its potential in Social Sciences. Similarly, he said that the Hyderabad Central University has been identified by its potential in Sciences / Research Projects and even in Humanities. Prof. Mohanty suggested that the University shall try to get SAP. He suggested that, the University shall also apply for ICSSR Projects. It is also to be seen that proper publications shall be published by the faculty at the end of each project.

ii) Prof. Sashikant Sharma said that it is a good initiative taken by the University to go for decentralization. He told that the same could be improved in future based on the performance and we can also follow other Universities in the case of decentralization. He suggested that the functions and powers delegated by the University to any Officer should be checked by way of a



proper mechanism. He was of the opinion that all decisions taken by any Officer delegated with certain powers shall invariably convey the same to the Office of the Vice-Chancellor / Registrar for information. He shared his experience as being a member of NAAC committee constituted for Bombay University. He mentioned that the Bombay University achieved the NAAC grading A++ with their good presentation and performance. As far as MANUU is concerned, since it has been established to develop and promote Urdu Language, it has a very specific / unique identity in the country. We need to identify the areas of strength with which we could score good grading under NAAC.

- iii) Prof. Bhaktibhai Ramanuj has welcomed the decision taken by the University to go for decentralization. He also agreed on the suggestion made by Prof. Sharma.
- iv) Prof. Kamakshi Prasad emphasized on preparation of more Study Material in Urdu. This would help in teaching the subjects in Urdu. He shared his experiences as a Member of NAAC Committee and his contribution in the preparation of data for NAAC in various institutions. He also offered his services for the purpose of NAAC. He said that Placement Cell should do their best to achieve maximum placements.
- v) Prof. P. F. Rahaman stated that the Research output of the University plays important role in NAAC grading. The University should emphasize to get Projects and Publications linked to quality assurance.
- vi) Prof. Siddiqui Mohd. Mahmood, Registrar i/c informed that the Instructional Media Centre (IMC) of the University has introduced *Taleemi Khabar Nama* for education news and *Gehwara-e-Aman* for social integrity.

After the National Anthem, the meeting was concluded with a vote of thanks to the Chair.

  
Registrar & Secretary to EC