

**JAIN VISHVA BHARATI INSTITUTE-LADNUN**  
**(Deemed-to-be University under Section 3 of the U.G.C. Act, 1956)**

**Minutes of the 73<sup>rd</sup> Meeting of the Board of Management**

Minutes of the 73<sup>rd</sup> Meeting of the Prabandh Mandal (Board of Management) of Jain Vishva Bharati Institute was held on March 22, 2014 (Saturday) at 02.30 p.m. at V.C. Conference Hall, JVBI, Ladnun under the Chairmanship of Vice Chancellor Samani Charitra Prajna.

**1. Attendance :**

Following members attended the meeting:-

<b>S. No.</b>	<b>Name of the Person</b>	<b>Designation</b>
1.	Samani Charitra Prajna	Vice-Chancellor & Chairperson
2.	Sh. Tarachand Rampuria	Member
3.	Sh. Dhanraj Baid	Member
4.	Sh. Dileep Baid	Member
5.	Sh. Shanti Lal Bermecha	Member
6.	Prof. J.P.N. Mishra	Member
7.	Prof. Damodar Shastri	Member
8.	Dr B.L. Jain	Member
9.	Dr Samani Malli Prajna	Member
10.	Sh. B. S. Sethia	Special Invitee
11.	Sh. S. K. Jain	Special Invitee
12.	Sh. Pramod Baid	Special Invitee
13.	Sh. Shanti Lal Golchha	Special Invitee
14.	Dr Anil Dhar	Registrar and Non-Member Secretary

**2. Chairperson :**

Vice-Chancellor Samani Charitra Prajna occupied the chair and welcomed to all the Hon'ble members.

**3. Quorum :**

The quorum being present, the meeting was called to order.

**4. Granting of leave of absence :**

Leave of absence was granted to Sh. Prakash Jain.

**5. Approval of Minutes of the 72<sup>nd</sup> Meeting held on October 1, 2013**

Minutes of the earlier meeting held on October 1, 2013 after incorporating suggestions made by Sh. D.R. Baid in the draft minutes, were read, confirmed and signed. It was pointed out by Sh. D.R. Baid that there should be separate item of agenda titled "Action Taken Report on the decisions of earlier meeting(s)" and same was accepted.

## **6. Presentation of Internal Audit Report for the nine months ended 31<sup>st</sup> December, 2013**

The board decided following guidelines for effective conduct of Internal Audit :

1. Internal Auditor may be requested to also submit "Executive Summary" of the important points in addition to detailed report ; the audit committee deputed by him should also include one chartered accountant in addition to article assistant (s) ; the audit should be conducted on half-yearly basis and audit report should be submitted by end of the month following the first half-year and second half-year ; the audit report should also incorporate the comments made by the respective departmental head and follow up action taken on the audit observations made in the earlier audit report should be specifically included in the audit report.
2. Sh. D.R. Baid pointed out that suggestion made by the internal auditor with regard to physical verification of books should be taken care of in the accounting policy framed by the board of management. The chairperson informed that "Standard Operating Procedures" shall be shortly drawn defining all the important policies of the Institute including policy with regard to physical verification of fixed assets and books of the Library.
3. The Registrar pointed out that there were no material adverse remarks in the audit report. However, it was decided that management comments should be included by the Finance Officer and this internal audit report with management comments along with executive summary be placed in the next meeting of this board.

## **7. Proposed Budget of 2015**

It was decided that the finance officer should re-draw the budget after receipt of details of projects to be undertaken by the Institute during the next three years i.e. 2014-15 to 2016-17 and such details of the projects should be prepared by the head of the departments for the period of 2014-15 to 2016-17 and same should be submitted to the Hon'ble V.C. latest by 20<sup>th</sup> April, 2014 and thereafter same should be routed through Planning and Monitoring Board, Finance Committee and thereafter with the recommendation of the respective Authority, same be placed before the Board in the next meeting.

## **8. Establishment of Bhagwan Mahavir International Center for Scientific Research and Social Innovative Studies.**

The Registrar informed that printed brochure of "Bhagwan Mahavir International Center for Scientific Research and Social Innovative Studies" was already circulated to the members. The chairperson briefed the members about salient features of this project for which a white paper shall be drawn by the scholars and expertise of various subject latest by August 2014 and thereafter The Planning & Monitoring Board in due consultation with the Board of Studies shall prepare the action plan covering all aspects with regard to projects / research to be undertaken by the Centre, details of infrastructure to be created including budget of the expenditure for approval of the Finance Committee and Board of Management.

## 9. Earnst & Young LLP Proposal.

In presences the meeting held with HRD Minister and UGC Chairman with Chancellor, Sh. B.R. Bhandari and Sh. D.R. Baid, the Chairperson informed that Earnst & Young LLP were given an assignment to prepare a proposal on the subject of "Establishment of a Center of Excellence" and for which certain members of the board of management have agreed to bear the professional charges. The proposal is likely to be submitted by 31<sup>st</sup> March, 2014.

## 10. Approval for Appointments/ outgoing

Details of the appointments made in the staff and details of out-goings since the date of last meeting of this board have already been circulated to the members and same are reproduced and approved by this board :

<b>Appointments (Non-teaching Staff)</b>						
S. No.	Department	Name of Employee	Designation	Salary (Rs.) p.m.	W.E.F.	Qualification
01	MSW & NVP	Sh. Sohan Ram Khileri	L D C	8000/	08.10.2013	B.A., PG Diploma in Comp. Application
02	DDE	Ms. Snehlata Baid	L D C	5000/	20.02.2014	Sen. Secondary
03	Store	Sh. Babu Lal Sankhla	IV Class	5500/	24.10.2013	VIII th
04	Examination	Sh. Chandra Prakash	IV Class	5000/	24.10.2013	B.A. Part I
05	JVB Campus	Sh. Sanjay Kumar	IV Class	5000/	24.10.2013	VI th
06	Library	Sh. Mahaveer Singh	IV Class	5000/	24.10.2013	VIII th
07	AKKM	Sh. Sh. Til Kumar	IV Class	5000/	25.10.2013	VIII th
08	JVB Campus	Sh. Akash Dhawal	IV Class	5000/	24.10.2013	High. Secondary
09	JVB Campus	Sh. Bajrang Lal Lohia	IV Class	5000/	25.10.2013	IV th
10	DDE	Sh. Suresh Kumar Pareek	IV Class	5000/	25.10.2013	VIII th
11	AKKM	Sh. Shiv Parihar	IV Class	5500/	01.03.2014	VIII th
12	JVB Campus	Sh. Kishor Kumar Tejee	IV Class	5000/	01.03.2014	X th
13	Education	Sh. Vinod Kumar Bhati	IV Class	5000/	01.03.2014	VIII th
<b>Administration</b>						
01	Sh. Shanti Lal Golecha		Principal Advisor	Honorary	March 2014	
<b>Appointments (Teaching Staff)</b>						
01	AKKM	Sh. Narendra Kumar Saini	Asst. Professor	17000/	20.01.2014	B.A., M.A., M.Phil, RET, NET, Ph.D. Cont.
02	MSW	Sh. Jitendra Kumar Verma	Asst. Professor	21000/ & 3000/ O. A	15.02.2014	B.A., M.A., M.Phil

03	Jainology	Dr. Sachin Jain	Asst. Professor (Visiting)	Honorary	29.01.2014	B.Com., M.A., Ph.D.
04	AKKM	Ms. Pooja Jain	Asst. Professor	15000/	24.01.2014	B.Sc. ITM, M.Sc. IT
<b>Additional Charge</b>						
05	MSW	Dr. Bijendra Pradhan	Asst. Professor	Dept. Head/In charge (Dept. of MSW)		
06	English	Prof. Rekha Tiwari	Professor	Controller of Examination (Exam. Section)		
<b>Relieved (Teaching Staff)</b>						
01	AKKM	Sh. Vineet Godhal	Asst. Professor	Resignation		
02	MSW	Sh. P. C. Behra	Asst. Professor	Resignation		
<b>Revert (Non-teaching Staff)</b>						
01	Establishment	Sh. Bhuvnesh Sharma	Office Superintendent	Revert Reason : Disciplinary action - revert from Office Superintendent to Stenographer in same pay scale.		

Sr. 01 to 13 were in service since 4-5 years at daily wages, their salaries have been fixed as per scale.

The Chairperson introduced Sh. Shanti Lal Golecha who was present as a special invitee and has been appointed as a Principal Advisor to look after all the Academic and Administrative matters of the Institute on honorary basis w.e.f. March 5 2014. All the members welcomed the appointment of Sh. Shanti Lal Golecha.

#### **11. Any other matter with the permission of the Chairperson.**

1. There was detailed discussion on the subject of "Engagement of this Institute solely for the cause of Girls Student". After due deliberations, it was decided that decision be deferred for a period of six months or so but objective should be to take such steps as deemed necessary for promotion of Education to Girl Students and at appropriate time decision can be taken as to whether status quo should be maintained or the Institute be converted as a "Institute for Women".
2. As per the recommendations of Academic Council in its meeting held on 25<sup>th</sup> January, 2014, the following new policies were placed before the BoM for their approval:
  - i. Scholarship and Free ship Policy
  - ii. Intellectual Property Right (IPR) Policy
  - iii. Consultancy Policy
  - iv. Faculty Seed Grant Policy
  - v. Maintenance Policy

Members of BoM appreciated these initiatives of the Institute and approved all above policies. Members also motivated to develop some other required policies regarding E-Governance, Faculty Development, IT, etc.

3. Results of the session 2012-13 were placed before the BoM for the approval.

All the results were approved by the BoM with the advice to adopt the suggestions of the academic council given in its meeting held on 25<sup>th</sup> January, 2014 in this regard.

There being no other business, the meeting ended with a vote of thanks to the Chair and it was decided to have the next meeting on 26<sup>th</sup> April, 2014.



**(Dr. Anil Dhar)**  
Registrar and  
Non-Member Secretary