

**MINUTES OF THE 31<sup>st</sup> MEETING OF THE  
BOARD OF MANAGEMENT**

held through hybrid mode  
on  
(13th Sept. 2024, 11.00 A.M.)

**NATIONAL INSTITUTE OF EDUCATIONAL  
PLANNING AND ADMINISTRATION  
(NIEPA)**




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## Minutes of the 31<sup>st</sup> Meeting of the Board of Management, NIEPA held on 13<sup>th</sup> September, 2024 at 11.00 a.m.

The following members were present in the meeting:

- |   |                 |
|---|-----------------|
| 1. Prof. Shashikala Wanjari<br>Vice-Chancellor, NIEPA   | Chairman        |
| 2. Prof. A. K. Singh*<br>Professor & Head<br>Department of Educational Policy, NIEPA<br>*Senior most Professor,<br>invited in place of the Dean Academic  | Member          |
| 3. Prof. Vishnukant S. Chatpalli<br>Former Vice-Chancellor<br>Karnataka State Rural Development and Panchayat<br>Raj University<br>#76 Aashiward, 3rd main 3rd cross, Vidhana<br>Soudha Layout,<br>Peenya 3rd Phase, Bangalore<br>Karnataka | Member (online) |
| 4. Prof. Sanjeev Sonawane<br>Vice Chancellor<br>Yashwantrao Chavan Maharashtra Open University<br>Nashik - 422 222<br>Maharashtra   | Member          |
| 5. Prof. Ch Ibohal Meitei<br>Professor (Strategic Management)<br>Manipur Institute of Management Studies (MIMS)<br>Manipur University<br>Indo-Myanmar Road,<br>Canchipur – 795003<br>Imphal, Manipur  | Member          |
| 6. B.B. Mohanty<br>Professor<br>Department of Sociology<br>Pondicherry University<br>Puducherry- 605 014  | Member (Online) |
| 7. Prof. Kirti Pandey,<br>Department of Sociology,<br>Deen Dayal Upadhyaya Gorakhpur University<br>Gorakhpur, U.P.  | Member (Online) |
| 8. Dr. Chhaganbhai N. Patel<br>Principal & Professor<br>Shri Sarvajani Pharmacy College<br>Nr. Arvind Baug, Mehsana-384001, Gujarat   | Member (Online) |
| 9. Ms. Neeta Prasad<br>Joint Secretary (ICC/P)<br>Department of Higher Education<br>Ministry of Education   | Member          |

Shastri Bhawan, New Delhi

- |     |  |                         |
|-----|--|-------------------------|
| 10. | Prof. Pranati Panda<br>Professor<br>School Standards and Evaluation Unit (Shaala<br>Sidhhi),<br>NIEPA, New Delhi | Member                  |
| 11. | Dr. Santwana G. Mishra<br>Associate Professor<br>Department of Educational Planning, NIEPA, New<br>Delhi         | Member                  |
| 12. | Shri Surya Narayan Mishra<br>Registrar, NIEPA  | Ex-Officio<br>Secretary |

At the outset, Sh. Surya Narayan Mishra, Registrar & Secretary of the Board of Management extended a warm welcome to all Board Members. The Registrar apprised the Board Members regarding composition of the Board and joining of new members after the completion of the tenure of previous members. Professor Shashikala Wanjari, Vice Chancellor, NIEPA & Chairman of the Board of Management also extended a warm welcome to all the members.

The Chairperson requested the Registrar & Secretary of the Board of Management to take the items agenda-wise.

**AGENDA ITEM NO.31.1**

**(i) Leave of absence**

All members attended the meeting of the Board.

**(ii) Welcome to newly appointed Members of the Board of Management and thanks to outgoing members**

As per the Memorandum of Association & Rules, 2020 of the Institute, the term of the Board Members nominated by Chancellor and the Hon'ble Minister of Education, respectively, is three years. On completion of the term of these members, the Hon'ble Minister of Education has nominated the following three members to the Board of Management:

1. Prof. B.B. Mohanty, Sociology, Professor Department of Sociology, Pondicherry University, Puducherry- 605 014
2. Prof. Kirti Pandey, Dept. of Sociology, Deen Dayal Upadhyaya Gorakhpur University, Gorakhpur, Uttar Pradesh
3. Dr. Chhaganbhai N. Patel, Principal & Professor Shri Sarvajanik Pharmacy College, Nr. Arvind Baug, Mehsana-384001, Gujarat

Following members have been nominated by the Chancellor to the BOM:

- 1 Prof. Vishnukant S. Chatpalli, Former Vice-Chancellor, Karnataka State Rural Development and Panchayat Raj University, Bangalore, Karnataka
- 2 Prof. Sanjeev Sonawane, Vice Chancellor, Yashwantrao Chavan Maharashtra Open University Nashik
- 3 Prof. Ch Ibohal Meitei, Professor (Strategic Management) Manipur Institute of Management Studies (MIMS) Manipur University, Indo-Myanmar Road, Canchipur, Imphal, Manipur

All the abovenamed new members have accepted the nomination and agreed to attend the meeting. The Board gave a warm welcome to them for their benign presence and look

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forward to their valuable contribution in the statutory meetings of NIEPA. The Board also appreciated the outgoing members for their energy, wisdom and contribution.

**The Board resolved to confirm the newly constituted Board of Management of NIEPA.**

## AGENDA ITEM NO.31.2

**Confirmation of minutes of the previous meeting of the Board of Management (30th Meeting, held on March 07, 2024)**

The minutes of the previous meeting of the Board of Management were sent to all the members.

The minutes were duly approved and consented by the Members of the Board.

It is, therefore, proposed that the Board may kindly confirm the minutes of the 30<sup>th</sup> Meeting of the Board of Management, held on March 07, 2023.

### Decision:

**"RESOLVED to confirm the Minutes of the 30<sup>th</sup> meeting of the BOM held on March 07, 2024."**

## AGENDA ITEM NO.31.3

**Action Taken Report on the previous meetings of the Board of Management**

S. No	Agenda Item	Decision of the Board	Action Taken
1.	29 <sup>th</sup> Meeting (20.09.2023) Agenda Item No. 29.06 To consider creation of post of Dean of Student Affairs (DOSA)	The Board approved	The same is under process
2.	30 <sup>th</sup> Meeting (07.03.2024)  To consider the minutes of the Selection Committee for the recruitment to the post of Registrar (on tenure basis)	The Board resolved to confirm the same	Appointment of Registrar is placed in Reporting Item under Agenda Item No. 31.4.2
3.	Agendas submitted by Circulation  (i) To consider appointment of the Administrative Officer of NIEPA  (ii) To consider the matter related to the appointment of the Heads of the Departments in NIEPA	The Board resolved to confirm both the Agendas	(i) Appointment of Administrative Officer reported in Reporting Item under Agenda Item No. 31.4.3  (ii) In order to adopt the UGC Guidelines with reference to the appointment of Heads of the Department On the recommendations of Board of Management, an Office Order No. 99/2024-25 dated 29.05.2024 was issued with the approval of Competent Authority.

**The Board noted the information about action taken with satisfaction.**

*Signature*

*Signature*

**ITEMS TO TAKE NOTE OF**

**AGENDA ITEM NO.31.4.1**

**To report the status of Court Cases**

S. No.	WP No. / Court Name	Parties	Current Status
1.	WP (C) No. 9331/2019 High Court, New Delhi	Baldev Raj Pahwa Vs. Union of India and Anr	Next date of hearing – <b>09.09.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>  (– Duly signed counter Affidavit filed.
2.	WP (C) No. 7579/2019 High Court, New Delhi	Sushma Asija & Ors. Vs. NIEPA & ANR.	Next date of hearing – <b>23.10 .2024</b> Advocate– <u>Mr. Amitesh Kumar</u>
3.	WP (C) No. 4024/2023 High Court, New Delhi	Pravesh Prakash Saxena Vs Union of India and Ors.	Next date of hearing – <b>05.09.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>
4.	RFA No. 255/2010 – B. P. Khandelwal Vs. NUEPA High Court, New Delhi	RFA No. 255/2010 – B. P. Khandelwal Vs. NUEPA	No date of hearing fixed. Advocate– <u>Mr. Amitesh Kumar</u>
5.	WP (C) No. 3478/2012 – Rasmita Das Swain Vs. NUEPA High Court, New Delhi	Counter Affidavit filed on 13.03.2013. Admitted. To be listed in due course as a Regular matter.  After 30.11.2015, the petition is not yet listed.	No date of hearing fixed. Advocate– <u>Mr. Amitesh Kumar</u>
6.	WP (C) 1443/2020 – Dr. P. Geetha Rani Vs. Vice Chancellor, NIEPA & Ors. (Prof. P. Geetha Rani, NIEPA Vs. NIEPA) High Court, New Delhi	WP (C) 1443/2020 – Dr. P. Geetha Rani Vs. Vice Chancellor, NIEPA & Ors. (Prof. P. Geetha Rani, NIEPA Vs. NIEPA)	Next date of hearing – <b>08.11.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>
7.	CS DJ 511/2020 – G. Veerabahu Vs. Union of India & Ors. (Shri G. Veerabahu, Administrative Officer, NIEPA Vs. NIEPA) District Court Saket	CS DJ 511/2020 – G. Veerabahu Vs. Union of India & Ors. (Shri G. Veerabahu, Administrative Officer, NIEPA Vs. NIEPA)	Next date of hearing – <b>13.12.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>
8.	WP (MD) 7419 of 2020 – Shri G. Veerabahu Vs. The Union of India & Ors. Madurai Bench of Madras High Court	WP (MD) 7419 of 2020 – Shri G. Veerabahu Vs. The Union of India & Ors.	Last date of hearing – <b>24.09.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>

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9.	W.P.(C) 6791/2022 – Binod Kumar Singh Vs. Central Sanskrit University, Formerly Rashtriya Sanskrit Sansthan & Ors. (NIEPA – Respondent No. 2) <b>High Court, New Delhi</b>	W.P.(C) 6791/2022 – Binod Kumar Singh Vs. Central Sanskrit University, Formerly Rashtriya Sanskrit Sansthan & Ors. (NIEPA – Respondent No. 2)	Next date of hearing – <b>18.10.2024.</b> Advocate– <u>Mr. Amitesh Kumar</u>
10.	W.P.(C) No. 9298/2023 titled G. Veerabahu Vs. NIEPA & Ors. <b>High Court, New Delhi</b>	W.P.(C) No. 9298/2023 titled G. Veerabahu Vs. NIEPA & Ors.	Next date of hearing – <b>28.10.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>
11.	W.P.(C) No. 14429/2023 & CM titled Kanta Vs. Union of India & Ors. (NIEPA – Respondent No. 2) <b>High Court, New Delhi</b>	W.P.(C) No. 14429/2023 & CMA titled Kanta Vs. Union of India & Ors. (NIEPA – Respondent No. 2)	Next date of hearing – <b>17.12.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>
12.	W.P.(C) No. 645/2024 & D. S. Thakur Vs. Union of India & Ors. <b>High Court, New Delhi</b>	W.P.(C) No. 645 of 2024 – Dr. D. S. Thakur. The Union of India & Ors.	Next date of hearing – <b>02.12.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>
13.	U/S 80 (2) CPC in the Civil Suit No. CSSCJ-183/24. <b>Court of Senior Civil Judge South-West Distt., Dwarka Courts, New Delhi.</b>	U/S 80(2) CPC in the Civil Suit No. CSSCJ-183/24, Ms. Sonia against UOI and Anr.	First date of hearing – <b>26.09.2024</b> Advocate– <u>Mr. Amitesh Kumar</u>  – Counter Affidavit sent NIEPA to Lawyer to file.
14.	W.P.(C) No. 7684 of 2024 – Dr. Anupam Pachauri Vs. NIEPA & ORS. <b>High Court, New Delhi</b>	W.P.(C) No. 7684 of 2024 - Dr. Anupam Pachauri Vs. NIEPA & ORS.	Next date of hearing 06.11.2024 Advocate– <u>Mr. Amitesh Kumar</u>

*The Board took note of the status and progress of the Court Cases.*

## AGENDA ITEM NO.31.4.2

**Joining of CS Shri Surya Narayan Mishra as Registrar NIEPA w.e.f. 06.08.2024**

Online applications were called for the post of Registrar with the last date 17.12.2023. The interviews for the post of Registrar were held on 4<sup>th</sup> and 5<sup>th</sup> March, 2024. On the recommendations of the Selection Committee, the offer of appointment was sent to Sh. Surya Narayan Mishra vide Memorandum dated 11.03.2024. Subsequent to submission of his joining report dated 06.08.2024, he was appointed to the post of the Registrar vide Office Order No.187/2024-25-NIEPA dated 06.08.2024

*The Members of the Board noted the same and congratulated Sh. CS Surya Narayan Mishra on his joining as Registrar, NIEPA and as Ex-officio Secretary of the BoM.*

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**AGENDA ITEM NO.31.4.3**

**Joining of Shri Ankit Verma as Administrative Officer NIEPA w.e.f. 16.07.2024**

Online applications were called for the post of Administrative Officer with the last date 17.12.2023. The interview for the post of Administrative Officer was held on 03<sup>rd</sup> May, 2024. On the recommendations of the Selection Committee, the offer of appointment was sent to Sh. Ankit Verma vide letter dated 13.06.2024. Subsequent to submission of his joining report dated 16.07.2024, he was appointed to the post of the Administrative Officer vide Officer Order No.164/2024-25-NIEPA dated 16<sup>th</sup> July 2024.

*The BoM noted the information.*

**AGENDA ITEM NO.31.4.4**

**Submission of Annual Report 2022-23 of NIEPA to the Ministry of Education (MoE)**

The Institute's Annual Report 2022-23 was tabled in both the houses of the Parliament as under:

1. Laid on the table in Lok Sabha 18.12.2023
2. Laid on the table in Rajya Sabha 20.12.2023

*The Board noted the information.*

**AGENDA ITEM NO.31.4.5**

**To take note of the appointments of the Permanent staff in NIEPA**

**31.4.5(i) The recruitment for the post of Publication Assistant**

The Institute issued a Recruitment Advertisement No. 01/ 2023/NIEPA dated 08.04.2023 published in the Employment News inviting applications for recruitment to the post of Publication Assistant.

The brief details of the recruitment process with number of applications of the candidates are as under:

Total number of applications received online	66
Total No. of applications shortlisted for the Written Test by the duly constituted Screening Committee as per the criteria mentioned in the advertisement	24
Total No. of candidates appeared in the Written Test	20
Total No. of candidates qualified the Written Test and became eligible to appear in the Skill Test	15
Total No. of candidates appeared in the Skill Test	15
Total No. of candidates qualified the Skill Test	12

On the recommendation of the selection Committee, a merit list was prepared taken into account the result of Written Test and Skill Test and :

Application No. CNEN1809 has been appointed to the post of Publication Assistant on 01.12.2023.

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## 31.4.5(ii) Recruitment to the post of Machine Operator (Multilith-cum- photocopier)

The Institute issued a Recruitment Advertisement No. 02/2023/NIEPA dated 08.04.2023 published in the Employment News inviting applications for recruitment to the post of Machine Operator (Multilith-cum-Photocopier).

The brief details of the recruitment process with number of applications of the candidates are as under:

Total number of applications received online	69
Total No. of applications shortlisted for the Written Test by the duly constituted Screening Committee as per the criteria mentioned in the advertisement	18
Total No. of candidates appeared in the Written Test	15
Total No. of candidates qualified the Written Test and became eligible to appear in the Skill Test	12
Total No. of candidates appeared in the Skill Test	11
Total No. of candidates qualified the Skill Test	10

On the recommendation of the selection Committee, a merit list was prepared taken into account the result of Written Test and Skill Test and :

Application No. CNEN1999 has been appointed to the post of Machine Operator (Multilith-cum-Photocopier) on 01.12.2023.

1.

3.



4.

**AGENDA ITEM NO.31.4.6**

**To take note of the grant of the financial upgradations to the Group 'A' Officers under Modified Assured Career Progression Scheme (MACPS)**

**31.4.6(i) Dr. D. S. Thakur, Documentation Officer**

Dr. D. S. Thakur has joined the Institute as Documentation Officer, which a Group 'A' post on 28.06.2002.

According to the OM No. 35035/3/2015-Estt(D) dated 22.10.2019 of DoP&T, Department of Personnel, P.G. and Pensions', the scheme of grant of financial upgradation under MACPS shall be applicable to all regularly appointed Group "A", "B" and "C" employees on completion of every 10 years of service.

Dr. D. S. Thakur attained the eligibility to be considered for the grant of **first financial upgradation** under Modified Assured Career Progression Scheme (MACPS) on completion of 10 years of regular service w.e.f. 28.06.2012 and for **second financial upgradation** under the said scheme on completion of 20 years of service w.e.f. 28.06.2022 in NIEPA, respectively.

His case was considered by the Departmental Promotion Committee in its meeting held on 09.02.2024 and consequent upon the recommendation of the DPC, the financial upgradation under Modified Assured Career Progression Scheme was granted to Dr. D. S. Thakur w.e.f. 28.06.2012 and 28.06.2022, vide Office Order No. 459/2023-24/NIEPA dated 09.02.2024

**(ii) Mrs. Puja Singh, Librarian**

Mrs. Puja Singh joined the Institute as Librarian 15.01.2013.

According to the OM No. 35035/3/2015-Estt(D) dated 22.10.2019 of DoP&T, Department of Personnel, P.G. and Pensions', the scheme of grant of financial upgradation under MACPS shall be applicable to all regularly appointed Group "A", "B" and "C" employees on completion of every 10 years of service.

Mrs. Puja Singh attained the eligibility to be considered for the grant of **first financial upgradation** under Modified Assured Career Progression Scheme (MACPS) on completion of 10 years of regular service w.e.f. 15.01.2023, on completion of 10 years of service in NIEPA.

Her case was considered by the Departmental Promotion Committee in its meeting held on 09.02.2024 and consequent upon the recommendation of the DPC, the financial upgradation under Modified Assured Career Progression Scheme was granted to Mrs. Puja Singh w.e.f. 15.01.2023, vide Office Order No. 459/2023-24/NIEPA dated 09.02.2024.

***The Board noted the Modified Assured Career Progression Scheme granted to Dr. D.S. Thakur, Documentation Officer and Mrs. Puja Singh, Librarian.***

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## AGENDA ITEM NO.31.4.7

To take note of the grant of the financial upgradations to the Group 'B' and 'C' Employees of NIEPA under Modified Assured Career Progression Scheme (MACPS).

On attaining the eligibility to be considered for granting the financial upgradation under MACP Scheme, following Group 'B' and 'C' employees have been granted the financial upgradation under the said Scheme:

Name & Present Designation	No. of MACP due	Date of attaining the eligibility	Grade Pay Presently drawing	Grade Pay admissible after grant of MACP
<b>Group-'B'</b>				
Ms. Sonam Anand Sagar, Assistant	1st MACP	01.07.2022	Level-6 (35400-112400)	Level-7 (44900-142400)
Ms. Sulbha Sharma, Professional Assistant	2nd MACP	18.09.2022	Level- 7 (44900-142400)	Level- 8 (47600-151100)
Sh. Bharat Bhushan Jain, Stenographer Grade - I	3rd MACP	02.01.2024	Level-7 (44900-142400)	Level-8 (47600-151100)
<b>Group-'C'</b>				
Sh. Bhagwan Soyare, UDC	3rd MACP	12.02.2022	Level- 5 (29200-92300)	Level- 6 (35400-112400)
Sh. Bansi Dhar, MTS	1st MACP	21.06.2022	Level- 1 (18000-56900)	Level- 2 (19900-63200)
Sh. Gaurav, MTS	1st MACP	21.06.2022	Level- 1 (18000-56900)	Level- 2 (19900-63200)
Sh. Rajesh Kumar, Driver	1st MACP	30.10.2023	Level-2 (19900-63200)	Level-3 (21700-69100)
Mrs. Vidhya, MTS	2nd MACP	22.03.2024	Level-2 (19900-63200)	Level-3 (21700-69100)

Consequent upon the recommendations of the Departmental Promotion and Confirmation Committee in its meeting held on 04.01.2024 and subsequent approval of the Competent Authority, accorded thereto, financial upgradations under Modified Assured Career Progression Scheme (MACPs) were granted to the above listed Group 'B' & 'C' employees, effective from the date of their attaining the eligibility.

The BOM may kindly take note of the above financial upgradations under MACP Scheme

*The Board took note of the financial upgradation under MACP scheme to the following Group 'B' and 'C' employees and appreciated the efforts of the Hon'ble Vice Chancellor and the Administration for resolving long standing issues*

1. Ms. Sonam Anand Sagar, Assistant
2. Ms. Sulbha sharma, Professional Assistant
3. Sh. Bharat Bhushan Jain, Stenographer Grade – I
4. Sh. Bhagwan Soyare, UDC

5. Sh. Banshi Dhar, MTS
6. Sh. Gaurav, MTS
7. Sh. Rajesh Kumar, Driver
8. Mrs. Vidhya, MTS

**AGENDA ITEM NO.31.4.8**

**To take note of the Current Status of recruitment for the Group 'B' & 'C' posts:**

The recruitment procedure for the following posts has been initiated and the status of recruitment is as under:

Sl. No.	Name of the Post	Pay Level	Current Status
1.	Junior Translation Officer	Level-5	Recruitment Process for the post of Junior Translation Officer is re-initiated. The last date for submission of applications was 26.07.2024. A screening committee has since been constituted to scrutinize the applications.
2.	Electrician	Level-2	After completing the first round of recruitment procedure, the recruitment was to be cancelled for the want of sufficient number of eligible candidates for the next step of recruitment.
3.	Stenographer Grade-I (On deputation basis)	Level-6	The post of Stenographer Grade -I was advertised to fill up the vacancy on deputation. The recruitment process is kept in abeyance as the post of Stenographer Grade -I is to be considered for cadre review.
4.	Data Entry Operator 'B'	Level-5	Advertised and shortlisting of application has been completed. At this stage, some discrepancy has been observed in the Recruitment rules for the post of Data Entry Operator. Hence, it has been decided to consider the post of DEO for cadre review.
5.	Cartographer (Computer Applications)	Level-7	After completing the first round of recruitment procedure, the recruitment was to be cancelled for the want of sufficient number of eligible candidates for the next step of recruitment. <b>Now the post is under cadre review.</b>
6.	Computer Programmer	Level-7	The post of Computer Programmer is re-advertised. The number of applications received till last date i.e., 17.07.2024, have since been scrutinized. The written test for the said post is scheduled for 17.09.2024. The preparations for the conduct of the written test are underway.
7.	Library Attendant	Level-2	The post of Library Attendant is under cadre review.
8.	LDC	Level-2	10 posts (UR-04, SC-02, OBC-3 and EWS-01) were advertised on 20.07.2024 to the call the applications <u>on direct recruitment basis</u> . The last date for submission of applications was 09.08.2024. The scrutiny of the applications is to be initiated soon.
9.	Assistant	Level-6	<b><u>Through direct recruitment:</u></b> 3 posts (UR-02 & SC-01) were advertised on 20.07.2024. The last date for submission of applications was 09.08.2024. The scrutiny of the applications is to be initiated soon.

**The BOM noted the current status of recruitment process for the Group 'B' & 'C' posts.**

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## AGENDA ITEM NO.31.4.9

To take note of the Promotions (Section Officer/Assistant) in the Institute

### 31.4.9 (i): Promotion to the post of Section Officer

Consequent upon the recommendation of the Departmental Promotion and Confirmation Committee in its meeting held on 25.01.2024 and subsequent approval of the Competent Authority accorded thereto, the following officials from Secretarial and Stenographer's Cadre have been promoted to the post of Section Officer in the Pay Level-7 (₹44,900 – 1,42,400):

Secretarial Cadre			
Sl. No.	Name and designation of the official	Place of Posting	Reporting Officer
1.	Shri Kamal Kumar Gupta, Assistant	Finance and Accounts Section	Finance Officer
2.	Mrs. Sonam Anand Sagar, Assistant	Student Affairs Section	Administrative Officer
3.	Shri Satish Kumar, Assistant	General Administration	Administrative Officer
Stenographer Cadre			
1.	Sh. Bharat Bhushan Jain, Stenographer Grade-I	Establishment Section	Registrar

### 31.4.9 (ii) Promotion to the post of Assistant

Consequent upon the recommendation of the Departmental Promotion and Confirmation Committee in its meeting held on 28.03.2024 and subsequent approval of the Competent Authority accorded thereto, the following UDCs have been promoted to the post of Assistant in the Pay Level-6 (₹ 35,400 – 1,12,400):

Sl. No.	Name and designation of the official after promotion	Place of posting	Reporting Officer
1.	Shri Bhagwan Soyare, Assistant	Finance and Accounts Section	Section Officer (F&A Section)
2.	Mrs. Poonam Kumari, Assistant	General Administration Section	Section Officer (GA Section)

*The Board noted the information regarding above promotions.*

## AGENDA ITEM NO.31.4.10

To take note of the repatriation of Mrs. Niti Verma, Professional Assistant from Prime Minister's Office

Ms. Niti Verma, Professional Assistant was appointed on deputation basis as Assistant Library and Information Officer in the Prime Minister's Office from 14.09.2018. After due approval, the period of her deputation was extended for the maximum permissible period of 5 years, which was completed on 13.09.2023.

The details of her extension are detailed as under:

1. Ms. Niti Verma, Professional Assistant was relieved from NIEPA on 14.09.2018 (F/N) vide Office Order No.329/2018-19/NIEPA dated 14.09.2018 to join the post of Assistant Library & Information Office (ALIO) in PMO, initially for a period of one year.
2. Extension in deputation period was granted further for another year i.e., from 14.09.2019 to 13.09.2020 on the same terms and conditions as set forth with said office order dated 14.09.2018 vide NIEPA letter date 27.09.2019.
3. Extension in deputation period was again granted beyond 13.09.2020 vide NIEPA letter No. dated 22.09.2020 for another one year i.e., from 14.09.2020 to 13.09.2021.
4. Extension in deputation period was again granted beyond 14.09.2021 vide NIEPA letter dated 24.06.2021 for another one i.e., from 14.09.2021 to 13.09.2022 on the same terms and conditions as stipulated in the earlier Office order of even dated 14.09.2018.
5. Extension in deputation period was again granted beyond 14.09.2022 vide letter dated 01.11.2022 for the 5<sup>th</sup> year i.e., from 14.09.2022 to 13.09.2023 on the same terms and conditions as stipulated in the earlier Office order of even dated 14.09.2018.

Finally, vide Officer Order dated 13.09.2023, she was relieved from her duties as Assistant Library and Information Officer in Prime Minister Office to join her duties as Professional Assistant on 14.09.2023 in NIEPA.

*The BoM noted the above repatriation of Ms. Niti Verma from PMO w.e.f. 14.09.2023.*

**AGENDA ITEM NO.31.4.11**

**To take note of the implementation of the Model Recruitment Rules in respect of Staff Car Drivers at NIEPA**

The Board of Management in its meeting held on 1.10.2018, approved the Model Recruitment Rules for Staff Car Drivers in the Institute. Subsequently, vide letter Nos. (i) 41-2/2020/MACP/Drivers/Pers./Sl. No. 29(I) dated 01.04.2024 and (ii) No. 41-2/2020/MACP/Drivers/Pers./Sl. No. 31(I) dated 23.07.2024, the matter was sent to the Department of Higher Education, Ministry of Education for further examination and approval. Responding the same, the Ministry of Education vide letter No. 1-17/2022-PN-I dated 08.08.2024 communicated that the Model Recruitment Rules for the Staff Car Drivers may be implemented in NIEPA with the following modifications in the draft model RRs:

A clause "Subject to variation dependent on workload is to be inserted in the column "Number of posts". This has been done to help evade the possibility of vacant positions in any of these grades in a situation where the feeder grade does not have a candidate suitable for promotion.

As no provision to implement the Model RRs with a retrospective effect exists in DoPT's OM dated 04.07.2014, the amended RRs will come into effect from the date of gazette notification regarding the amendment in RRs.

Accordingly, the Recruitment Rules for Staff Car Drivers, after making the aforementioned changes, have been notified vide Office Note F.No.41-2/2020/MACP/Drivers/Pers. dated 13.08.2024.

**Decision:**

*The BOM noted the information and "RESOLVED THAT these model recruitment rules to the post of Staff Car Drivers shall come into effect from the date of adoption.*

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AGENDA ITEM NO.31.4.12

**To take note of the Resignations/Technical Resignations**

**31.4.12(i) Resignation of Dr. Puja Singhal, Assistant Professor, NCSL**

Dr. Puja Singhal was appointed to the post of Assistant Professor (on contract basis) in NSCL vide offer of Engagement Letter No. 14-1/2012-Misc. (NSCL) Vol. II, dated December 13, 2021. Consequent upon her resignation dated 15.02.2024, Dr. Puja Singhal, vide Office Order No. 490/2023-24-NIEPA dated 29.02.2024, was relieved from her duties and responsibilities as Assistant Professor in NCSL w.e.f. 29.02.2024.

**31.4.12(ii) Resignation of Dr. Tshering Chonzom Bhutia, Advisor, UIC**

Dr. Tshering Chonzom Bhutia joined the Unit for Internal Cooperation (UIC), NIEPA as Advisor (on contract basis), w.e.f. 16.08.2019.

Consequent upon her resignation, Dr. Tshering Chonzom Bhutia was relieved from her duties and responsibilities as Advisor in UIC w.e.f. 02.01.2024 - vide Office Order 516/2023-24-NIEPA dated 22.03.2024.

**31.4.12(iii) Resignation of Shri Eldho Mathews, Deputy Advisor, UIC**

Shri Eldho Mathews joined the Unit for Internal Cooperation (UIC), NIEPA as Deputy Advisor (on contract basis), w.e.f. 06.09.2019.

Consequent upon his resignation, Mr. Eldho Mathews was relieved from his duties and responsibilities as Advisor in UIC w.e.f. 06.12.2023 - vide Office Order No. 469/2023-24-NIEPA dated 20.02.2024.

**31.4.12(iv) Technical Resignation of Prof. Veera Gupta**

Prof. Veera Gupta joined the Institute as Associate Professor w.e.f. 07.06.2006 and subsequently promoted to the post of Professor w.e.f. 07.06.2013.

Consequent upon her technical resignation w.e.f. 17.10.2023, Prof. Veera Gupta was relieved from the post of Professor w.e.f. 17.10.2023 (A/N) to take up the post of Professor in the Department of Teachers Training & Non-Formal Education, Jamia Millia Islamia, after retaining lien for 02 years i.e., from 18.10.2023 to 17.10.2025 - vide Office Order No. 290/2023-24-NIEPA dated 17.10.2023.

**31.4.12(v) Technical Resignation of Dr. V. P. S. Raju, Assistant Professor**

Dr. V. P. S. Raju was appointed as Assistant Professor in the Institute w.e.f. 21.02.2007. Consequent upon his technical resignation dated 16.11.2023, Dr. V. P. S. Raju was relieved from the post of Assistant Professor w.e.f. 21.11.2023 (A/N) to take up the post of Associate Professor in the R.I.E (NCERT), Mysore, after retaining lien for 02 years i.e., from 22.11.2023 to 21.11.2025 - vide Memorandum No. 17-7/89-90-Pers. (Acad.) dated 20.11.2023.

**31.4.12(vi) Technical Resignation of Mrs. Suchitra Bhatnagar, Assistant**

Mrs. Suchitra Bhatnagar was appointed as Assistant w.e.f. 17.04.2012.

Consequent upon the technical resignation, Mrs. Suchitra Bhatnagar vide Memorandum No. 23-2/2012- Pers. (Vol. I) dated 11.09.2024 was relieved from the post of Assistant w.e.f. 11.09.2023 (A/N) to take up the post of Administrative Officer at Indian Institute of





Management (IIM), Lucknow after retaining lien for 02 years i.e., from 12.09.2023 to 11.09.2025.

Vide application dated 29.02.2024, she informed that she wants to return to NIEPA following with her resignation from IIM Lucknow, due to some personal and family reasons, after completion of her maternity leave.

Vide Relieving Order No. IIML/PER-259/3861 dated 14.06.2024, she was relieved from the services of IIM Lucknow w.e.f., 14.06.2024 and vide Office Order No. 120/2024-25/NIEPA dated 19.06.2024 repatriate to the post of Assistant, NIEPA w.e.f., 14.06.2024 (A/N),

Consequent upon the technical resignation dated 18.06.2024 from the post of Assistant, NIEPA, to join the post of Assistant Registrar, IIT Delhi, Mrs. Suchitra Bhatnagar was relieved from the post of Assistant, NIEPA w.e.f., 24.06.2024 (A/N) vide Office Order No. 125/2024-25/NIEPA dated 24.06.2024.

*The BOM took note of the aforesaid resignations.*

**AGENDA ITEM NO.31.4.14**

**To take note of the Extension of the term of Unit of International Cooperation (UIC)**

Vide Notification No. 14-1/2019-Acad. (UIC) dated 01.03.2023, the term of the Unit for International Cooperation (UIC) was extended for a period of one year beyond 18.10.2022 i.e., till 17.10.2023. Thereafter, with the approval of the Ministry of Education conveyed vide Letter No. 1-28/2022-PN-I dated 23.01.2024, the term of the UIC was further extended till 31.10.2024 vide Notification No. 14 -1/2019-Acad. (UIC) dated 31.01.2024.

*The BoM took note of the information regarding Extension of the term of UIC*

**AGENDA ITEM NO.31.4.15**

**To take note of the appointment of Head, NCSL**

Vide Office Order No. 441/2023-NIEPA dated 10.02.2023, Prof. A. K. Singh, Head, Department of Educational Policy took over the charge of the Head, National Centre for School Leadership (NCSL) w.e.f. 01.03.2023 (F/N), in addition to his own departmental responsibilities.

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Subsequently, vide note dated 01.01.2024, Prof. A. K. Singh had requested the Vice-Chancellor to relieve him from the additional charge of the Head, NCSL. After the Hon'ble Vice Chancellor accorded her approval, Prof. A.K. Singh was relieved him from the additional charge of Head, NCSL w.e.f. 18.01.2024 (F/N). Since then, the National Centre for School Leadership (NCSL) is being headed by the Hon'ble Vice Chancellor and Dr. Santwana G. Mishra, Associate Professor is the custodian of all the records being in-charge of the office of the NCSL notified vide Notification No. 10-2/2007-Pers. (Acad.) Vol. II dated 22.01.2024.

*The Board noted the information with satisfaction.*

## AGENDA ITEM NO.31.4.16

**To take note of the decision of the Ministry of Education regarding non-provision of promotion under CAS in respect of the RTAs converted to post of Assistant Professors on supernumerary basis**

The RTAs converted to the post of Assistant Professors on supernumerary basis (as per the directives of the MoE w.e.f. the date of their conversion) requested to be considered for promotion under CAS. Accordingly, the Institute vide letter dated 25.08.2023 sought clarification from the Ministry of Education, Department of Higher Education, regarding provision of CAS to the said Assistant Professors converted from the post of RTAs on supernumerary basis.

The Ministry of Education, Govt. of India vide Letter No.1-25/2009-PN.II/PN.I dated 16.01.2024, clarified that the UGC Regulations for CAS are for regular post of Teachers in Universities and Colleges and do not provide any provision for supernumerary posts.

Another letters No. 1-25/2009-PN-II/PN-I dated 21<sup>st</sup> June, 2024 and 25<sup>th</sup> July, 2024 along with joint representations (by Dr. N. K. Mohanty, Shri. A. N. Reddy and Dr. S. K. Mallik) were received from Ministry of Education. The reply of the same was sent 09<sup>th</sup> August, 2024.

It is also submitted for the kind information of Board of Management that vide letter No. 1-25/2009-PB-II/PN-I dated 29th August, 2024, Ministry of Education directed the Institute to obtain the Judgment in the matter No. 1996 (10) SCC 177 passed by Hon'ble Supreme Court of India through Government Counsel of NIEPA. Further, the Ministry also requested the following:

"a legal opinion on the applicability of the said judgement in the matter of extending the Career Advancement Scheme in the instant case of Assistant Professors accommodated against the supernumerary posts may also be obtained and, the same may be furnished to this Ministry, along with the comments/views of NIEPA on the joint representation."

Accordingly, an email was sent to the NIEPA Counsel requesting him to provide the above judgement and legal opinion.

*The Board took note of the information.*



## AGENDA ITEM NO.31.4.17

### **To take note of the Progress of Construction of NIEPA's New Multi-Storied Academic Building**

NIEPA has, vide Letter No. 2-1/2018-PN.I-Part(1) dated 13<sup>th</sup> June, 2022 received approval of the Ministry of Education for Construction of New Academic Building at NIEPA at the preliminary estimate of Rs. 30.56 Crore.

The approval has been communicated to the executing agency i.e. Central Public Works Department vide NIEPA's letter date 17<sup>th</sup> June, 2022. In response to the letter, CPWD had requested for release of Rs. 10.19 Crore to initiate the further process of Tendering.

Accordingly, NIEPA has released total of Rs. 8.00 crores to CPWD during this Financial year FY 2022-23 and Rs. 7.00 crores in FY 2023-24.

Subsequently, CPWD has awarded the work to M/s Mathura Dass Ahuja & Sons vide their letter no. 456 dated 14.12.2022 with stipulated date of start 24.12.2022. The Agency has since taken over the land site and completed the work of tree transplantation and super structure. The estimate date of completion of work was 23.12.2023, which has been revised due to various constraints such as limited site availability (for storing material etc), underground cabling issues, imposition of restrictions due to pollution etc.

NIEPA has released following payments to CPWD for the project and expenditure received as per details below:

Sl. No.	Amount	Expenditure up-to 08.07.2024	Balance as on 08.07.2024
1.	Rs. 1,00,00,000/- (Sanctioned on 18.08.2022)	Rs. 9,69,05,695/-	Rs. 5,30,94,305/-
2.	Rs. 7,00,00,000/- (Sanctioned on 11.10.2022)		
3.	Rs. 7,00,00,000/- (Sanctioned on 29.12.2023)		

As on date the physical progress of work is 90% and it is expected that CPWD will complete the work in all respects by **November 2024**. CPWD will also make necessary arrangements like furniture, IT infrastructure in classrooms, conference rooms and multi-purpose hall.

*The Board noted the progress of the construction of NIEPA's New Academic Building with satisfaction and advise to commensurate with the physical progress financial releases to be done and monitor with the time line.*

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## AGENDA ITEM NO. 31.4.19

### **To take note of the Closure of probation period of Sh. Gaurav, MTS**

The Probation clearance of Sh. Gaurav, MTS, was pending since 2014 due to non-receiving of verification of Category Certificate of SC. He was appointed in NIEPA on 21.06.2012 with a probation period of 2 years. His probation period was to be cleared after completion of 2 years i.e., 21.06.2012 to 20.06.2014. Since, he belongs to SC category, hence, as per requirement, letters were to be sent for verification to the concerned issuing authorities. But unfortunately, the letters were sent to the authorities other than the concerned authorities, hence no reply was received from them.

Of late, a letter F. No. 23-11/2012-Pers. dated 01.09.2022 was sent to the SDM (Sub Divisional Magistrate), Mehrauli, New Delhi-110030, who is the right authority for verification of Category Certificate of Sh. Gaurav. Owing to the reasons his probation closure could not be completed in time.

Subsequently, the SDM Mehrauli, New Delhi sent the Caste Verification Report in respect of Sh. Gaurav, MTS certifying that the Caste Certificate No. 2066/335 dated 08.07.2023 in r/o Sh. Gaurav, MTS was issued from their office, as per the records available in their Office. The Caste 'Balmiki' mentioned in his certificate falls under 'SC' Category which has been notified in the Gazette of India dated 20.09.1976.

According to the point No. 27 of DoPT OM No. 28020/3/2018-Estt. (C) dated 11.03.2019, which stipulates that *"Probation should not be extended for more than a year and, in no circumstance, an employee should be kept on probation for more than double the normal prescribed period of probation. The officer will be deemed to have successfully completed the probation period if no order confirming, discharging or reverting the officer is issued within eight weeks after expiry of double the normal period of prescribed probation."*

Vide Office Order No. 419/2023-24-NIEPA dated 03.04.2024, the probation period of Sh. Gaurav, MTS stood closed with retrospective effect i.e., from 20.06.2014 and he was appointed in substantive capacity in the service of the National Institute of Educational Planning and Administration w.e.f. 21.06.2014.

**The Board noted the information.**




**AGENDA ITEM NO. 31.4.20**

**To take note of the appointment of the Part-time Chief Vigilance Officer (CVO)**

Prof. Sunita Chugh, who was performing the duties of the Part-time CVO, superannuated from the services of NIEPA on 30.04.2023. Subsequent to her superannuation, names of the three Professors were sent to the Ministry of Education for the appointment of the part-time CVO at NIEPA. On receipt of the communication from the Ministry of Education, Prof. Vineeta Sirohi was appointed as Part time Chief Vigilance Officer (CVO), who assumed charge w.e.f. 03.10.2023.

***The Board noted the appointment of Part-time CVO NIEPA.***

**AGENDA ITEM NO. 31.4.21**

**To take note of Grant of Sabbatical leave to following Faculty Members**

**31.4.21(i)      Prof. Sudhanshu Bhushan**

With reference to the request dated 07.03.2024 and 27.03.2024 received from Prof. Sudhanshu Bhushan, Head, Department of Higher and Professional Education regarding the grant of Sabbatical leave for 08 months i.e., from 09.04.2024 to 08.12.2024 for writing a book titled, "Normative Approach to Policy", the Competent Authority has accorded its approval for grant of Sabbatical leave for eight months for the above purpose w.e.f., 09.04.2024 – 08.12.2024, vide Office Order No. 13/2024-25-NIEPA dated 08.04.2024.

**31.4.21(ii)      Prof. Manisha Priyam**

With reference to the request dated 16.11.2023 received from Prof. Manisha Priyam, Department of Educational Policy regarding the grant of Sabbatical leave for one year i.e., from 01.04.2024 to 31.03.2025 for writing a book titled, "Education in India: Policy Reforms and Implementation Challenges", the Competent Authority has accorded its approval for grant of Sabbatical leave for one year for the above purpose w.e.f., April, 2024 – March, 2025, vide Office Order No. 371/2023-24-NIEPA dated 12.12.2023.

***The Board took note of the information.***

**AGENDA ITEM NO. 31.4.22**

**To take note of the Annual Accounts of NIEPA for the year 2023-24**

It is submitted for the information of the Board of Management (BoM) that the Annual Accounts of the NIEPA for the Financial Year 2023-24 were prepared and duly approved by the members of the Finance Committee, NIEPA through circulation. The copy of the minutes of the approved Annual Accounts 2023-24 are placed at **Appendix-B** for consideration.

It is submitted for the information that the certification audit of the Annual Accounts 2023-24, has already been conducted by the DGACE and the final SAR is yet to be received.

***The Board noted and approved the Annual Accounts of NIEPA for the year 2023-24.***

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# MINUTE BOOK

## ITEMS FOR CONSIDERATION

### AGENDA ITEM NO.31.5

To consider confirmation of Minutes of the 13<sup>th</sup> & 14<sup>th</sup> Meeting of the Board of Studies

*Minutes of the 13<sup>th</sup> and 14<sup>th</sup> meetings of the Board of Studies were placed before the BOM for their perusal and approval.*

*The Board approved the minutes of the 13<sup>th</sup> and 14<sup>th</sup> Meeting of Board of Studies held on 07.11.2023 and 08.04.2024 respectively.*

### AGENDA ITEM NO.31.6

To consider confirmation of Minutes of the 32<sup>nd</sup> Meeting of the Academic Council

The Minutes of the 32<sup>nd</sup> Meeting of the Academic Council held on 24.04.2024 are placed for kind approval of the Board

*The Board approved the minutes of the 32<sup>nd</sup> Meeting of the Academic Council held on 24.04.2024.*

# MINUTE BOOK



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**To Consider the Medical Facilities for the Employees and Pensioners of NIEPA**

Currently, NIEPA follows the medical facilities for its employees and pensioners as given in SR-32 of MoA 2020 of NIEPA. Same is reproduced hereunder:

*NIEPA will follow the medical scheme notified by Ministry of Health and Family Welfare' time to time, the revised rate of subscription under Central Government Health Scheme due to revision of pay and allowances of Central Government employees and revision of pension/family pension on account of implementation of recommendations of the Seventh Central Pay Commission vide Govt. of India, Ministry of Health and Family Welfare's Notifications No. S.11-11/11/2016-CGHS (P)/EHS dated 09.01.2017 and 13.01.2017.*

In the 30<sup>th</sup> meeting of the Finance Committee under agenda item No.30.11, the representative from Ministry enquired about the Medical Scheme followed by NIEPA. It was informed that NIEPA follows CCS (MA) Rules, 1965 and reimbursement is made as per the CGHS rates. The committee suggested that NIEPA should write to CGHS to extend their services so that NIEPA can also avail the facilities of CGHS. The representative from Ministry also suggested that NIEPA can call for quotation from various Insurance Companies and adopt a Group Health Insurance Policy in addition to the existing system. It was decided that the same would be done and the details would be worked out and the status of the same would be presented in the next Finance Committee meeting.

Thereafter, NIEPA requested to the MoE to consider enrolling NIEPA employees in the Central Government Health Service (CGHS) and pursue the matter with the MoH&FW. However, the MoH&FW declined the request, as CGHS resources are primarily for Central Government employees.

Subsequently, a committee was formed to examine the matter again to reconsider the matter with the Ministry, and fresh requests were sent to the MoE on 26.05.2023 & 21.07.2023, Joint Secretary (CHGS) and Director (CGHS) on 08.08.2023. After that an acknowledgement letter was received on 25.08.2023 from the CGHS (HQ) that "this is a policy matter; therefore, this letter is being sent for further action". Thereafter, a reminder letter was sent to the CGHS (HQ) on 31.10.2023, but till date not response has been received from them.

In view of the above, the Board may kindly deliberate to consider if the current arrangement as per SR 32 of the MOA of NIEPA is to be continued or as suggested by the Ministry's representative in the 30<sup>th</sup> meeting of the FC, quotations from various insurance companies may be called to adopt a Group Health Insurance Policy.

**Decision of the BOM:**

*The Board deliberated on the matter and advised to continue with the current arrangement of medical facilities and pursue with the CGHS to extend its facilities to the NIEPA employees and pensioners and at the same time advised to explore the possibility of Group Health Insurance Policy for both employees and the pensioners and devise the policy with respect to use the current arrangement and group health insurance policy appropriately one or other or both.*




# MINUTE BOOK

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AGENDA ITEM NO.31.10

To consider necessary modifications in the Memorandum of Association & Recruitment Rules (MoA & RRs) of NIEPA

31.10(i) Change of Classification for the post of Assistant and Stenographer Grade-I

As per Recruitment Rules of NIEPA, the posts of **Assistant and Stenographer Grade-I (Pay Level- 6)** are mentioned as **Group 'C'** posts, whereas, as per DoPT OM F.No.11012/10/2016-Estt.A-III dated 08.12.2017, regarding classification of posts under the CCS (CCA) Rules, 1965, all civil posts except persons serving in the Indian Audit and Accounts Department under the Union are classified as follows:

Sl.No.	Description of Posts	Classification of post
1.	A Central civil Posts carrying the pay in the Pay Matrix at the Level from 10 to 18	<b>Group A</b>
2.	A Central Civil Post carrying the pay in the Pay Matrix at the Level from 6 to 9	<b>Group B</b>
3.	A Central Civil Post carrying the pay in the Pay Matrix at the Level from 1 to 5	<b>Group C</b>

In NIEPA's RRs the post of Assistant and Stenographer Grade-I have been classified as group – 'C' posts, which is not correct in view of the aforesaid DoPT OM and accordingly needs to be modified. Several complications may occur, if the wrongly classified Recruitment Rules in respect of the post of Assistant and Stenographer Grade-I continued to be adopted as **Group 'C'** posts. The administration has to face many problems like constitution of the Selection Committees and Departmental Promotion Committees. The composition of members of both the committees is different for Group 'B' and 'C'. Even taking advantage of the said error in the Recruitment Rules, some of our Group-'C' employees have sought age relaxation to apply the recently published vacancies for the post of Assistant for which, as per the extant rule, they are not eligible. As per rule (DoPT OM dated 30.01.1980), departmental candidates who have rendered at least 3 years' service are allowed the age relaxation up to 40 years (45 years for SC/ST) to apply for Group 'C' posts by direct recruitment subject to the condition that the Group 'C' posts to which direct recruitment is being made are in the same line or allied cadres and that a



relationship could be established that service rendered in the post will be useful for efficient discharge of the duties in the other categories of posts.

Moreover, if the Recruitment Rules are not modified/amended, the group 'C' employees will automatically become eligible to apply for the post of Assistant under direct recruitment which will not be in alignment of the aforesaid DoPT OM. Therefore, the said DoPT OM dated 08.12.2017 may be taken as the base document and therefore, the age relaxation to the group 'C' departmental candidates may be given only to apply for group-'C' posts corresponding to their category.

Therefore, the members of the BoM may kindly consider the necessary modification in the **MoA and Recruitment Rules of NIEPA** by classifying the post of Assistant and Stenographer Grade -I at NIEPA, as Group 'B' instead of Group 'C'.

**31.10(ii) To consider permitting the Institute to fill up the vacant positions of Stenographer Grade-II through direct recruitment mode on its own**

As per the MoA & SR of NIEPA, there are 6 sanctioned posts of Stenographer Gd-II. At present all the 6 posts are lying vacant. As per the recruitment rules of NIEPA, the post of Stenographer Grade-II is to be filled up by **"Direct Recruitment through Staff Selection Commission"**.

In accordance with the above recruitment rules, on 14.1.2022, the Institute had sent a letter to the Ministry of Education under copy to the Staff Selection Commission requesting them for the recruitment to the post of Stenographer Grade-II through Staff Selection Commission dated 14.01.2022.

In response to the said letter, the Ministry of Education, Govt. of India, vide letter bearing F. No. 1-5/2022-PN-I dated 01.04.2022 forwarded a letter of the Staff Selection Commission (SSC) bearing F. No. 3/8/2020-P&P-II(Pt.) dt. 29.03.2022 to the Institute, which contained the following:

*"Govt. of India has authorized the Staff Selection Commission to conduct recruitment to Group 'B' (Non-Gazetted) and Group 'C' posts in Constitutional/Statutory Bodies including the NHRC, NCSC, NCST and National Commission for Minorities etc. for such similar/analogous posts for which the educational qualification is same and terms and conditions of service, classification of posts, pay structure etc. are similar to the Central Government, provided recruitment to such posts can be made through any of the existing mandated examinations of SSC, without the SSC being required to conduct a separate examination.*

*In so far as recruitment to autonomous bodies is concerned, autonomous bodies can utilize the list of candidates appearing in the final stage of each recruitment process to be displayed by the recruiting agencies on NCS portal, in terms of DoP&T's Oms dated 21.06.2016, 19.07.2017 and 21.12.2020."*

Thereafter, on checking the NCS portal no list of stenographers for selection was found to be uploaded on the portal.

In the given circumstance, it becomes very difficult for the Institute to fill up the vacant positions of the Stenographer Grade-II. Therefore, in order to remove such difficulty and to make adequate staffing at NIEPA, the condition of **Direct Recruitment through Staff Selection Commission** may be done away with by making necessary modifications in the recruitment rules of NIEPA for the post of Stenographer Grade-II; and the vacancies may be filled up by the Institute on its own, on direct recruitment basis.

Therefore, members of the BoM may kindly deliberate on the matter and accord approval to fill up the vacant posts of Stenographer Grade-II through direct recruitment basis by the Institute on its own.

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**Decision of the BOM:**

*It was decided that both the above matters may be referred to the nodal Ministry (Ministry of Education) for approval.*

**AGENDA ITEM NO.31.11**

**To consider and approve the guidelines for management of research studies/ projects and project staff**

With reference to the resolution vide item No.16.7. of the Minutes of the 16th meeting of the Board held on 21.09.2013, the Project Management was created in the University for handling all the administrative activities pertaining to various projects undertaken by NIEPA (erstwhile NUEPA).

The several notifications / orders have been issued with respect to management of research studies and matters of project staff from time to time. A comprehensive guideline under the tutelage of the then Registrar was also prepared in the year 2021. However, the same could not be placed before the Board for approval.

Now guidelines for management of Projects/ Research Studies and Project Staff have been modified and placed for kind perusal and approval of the Board.

**Decision of the BOM:**

***"RESOLVED THAT the comprehensive guidelines for management of Projects/Research Studies and Project Staff at NIEPA is hereby approved."***

**AGENDA ITEM NO.31.12**

**To consider granting age relaxation to the contractual/Project Staff**

The Institute has recently advertised 10 posts of LDC and 3 posts of Assistant to be fill up on direct recruitment basis. The maximum age limit to apply for the said positions is 27 years for the post of LDC and 30 years for the post of Assistant. The candidates belonging to different categories like SC/ST/OBC/PH will get age relaxation as per the Government of India rules.

Many of the project staff, currently working in the Institute for the last many years, have also applied for the aforesaid positions. Some of them, while working in NIEPA have crossed the maximum age limit (even to apply against their respective categories) and thereby requested to provide age relaxation so as to enable them to apply for the aforesaid positions of LDC and Assistant.

In the above context, it is submitted that during the last 12 years many regular employees have been either superannuated or left the Institute to acquire better positions elsewhere. The positions thus fall vacant were not filled up since then; and the Institute has been appointing contractual/project staff to work against these regular vacancies. Many of these contractual staff have been working for a long time and performing outstandingly. These staff, when joined, were very much within the age limit and have since acquired the proficiency, which is why the Institute kept on appointing them afresh in its own interest, owing to which, the routing work of the NIEPA Administration never hindered.

Now, it has been decided by the Institute to fill up these regular vacancies through direct recruitment basis. The said contractual staff also want to apply for the same, but since they have become overage while working at NIEPA for the last many years, they have requested for the age relaxation.




In view of the above, it may kindly be considered to give these long working overaged contractual staff, a chance to apply by giving them age relaxation. As per the SR-29 of NIEPA MoA & RRs, which pertains to the power of relax, states as under:

"Notwithstanding anything contained in these regulations, where the Board of Management is of opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provision of these regulations with respect to any class or category of persons or in the case of any employee to relieve him of any hardship arising from the operation of such provision".

Therefore, it is proposed to grant age relaxation to all the contractual employees who have become overage while working at NIEPA. It may be considered to give them age relaxation for the period equivalent to their number of years completed or maximum five years whichever is less. This age relaxation will be over and above the age relaxation they are eligible for as per the Government of India rules being member of a specific caste/category.

Therefore, the BoM may kindly deliberate on the matter and accord approval to give age relaxation to the contract/project staff, who have become overage while working at NIEPA over and above the age relaxation they are eligible for, as per the Government of India rules being member of a specific caste/category.

**Decision of the BOM:**

***The Board expressed that only the permanent staff may get the age relaxation and it is not applicable to the contractual staff thus denied the proposal regarding age relaxation to the project/contractual staff.***

**AGENDA ITEM NO. 31.13**

**To make effort for the resumption of Maulana Abul Kalam Azad Chair.**

The Board of Management considered and approved the proposal regarding resumption of Maulana Abul Kalam Azad Chair.

As desired by the Ministry of Education, erstwhile MHRD vide DO letter dated 07<sup>th</sup> October, 2008, Maulana Abul Kalam Azad Chair was established in NIEPA initially for five years in the year 2008. On the recommendations of the Board of Management at its 4<sup>th</sup> meeting held on 08<sup>th</sup> October, 2008, Prof. Irfan Habib was appointed as Chair Professor. Prof. Irfan Habib served the Institute till 08.03.2016. As per the recommendations of Expert Committee at its meeting held on 05<sup>th</sup> March, 2014, the term of appointment of Prof. Irfan Habib was extended for another two years. The post of Maulana Azad Chair is equivalent to the post of Professor. The Chair also has the provision of the appointment of an Assistant Professor and a Personal Assistant for support of the Chair. The above position is lying vacant since 09.03.2016. Therefore, it has now been considered to fill up the said position by nomination, as has been done earlier.

Board of Management may consider proposal of resumption of Maulana Abul Kalam Azad Chair.

**Decision of the BOM:**

***The Board Authorised the Vice Chancellor to resume the appointment of the Maulana Azad Chair as per the norms and revisit to resolve any difficulty in the existing guidelines.***

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AGENDA ITEM NO. 31.14**To take note of the Appointment of National Fellows**

As per the third schedule of Memorandum of Association and Recruitment Rules & Service Regulations 2020 of NIEPA, in addition to regular cadre faculty, the Institute *inter-alia* may also appoint National Fellows for a maximum period of two years beyond which no extension is permissible. The fellowship will be offered by the Institute at its own initiative and after following such procedure as may be decided from time to time. During the period of fellowship, a National Fellowship, shall be paid as under:

- (i) If the fellowship is offered to an employed educational administrator or planner or scholar, the fellow ship would protect the salary and allowances payable to him in his parent organization.
- (ii) If the fellowship is offered to a retired educational administrator or planner or scholar, the fellowship would equal the last pay drawn by him in the post last held plus usual allowances. Pension being earned by a retired person, would be deducted from the fellowship.

**After deliberations the BOM advised to appoint National Fellows in accordance with the *third schedule* of MOA of NIEPA without any deviation from the norms and for entitlement of rent and HRA the matter may be considered by the Finance Committee.**

AGENDA ITEM NO.31.15**Nomination of the members of the Finance Committee**

As per Memorandum of Association of NIEPA, Board of Management should nominate the two members for a tenure of 03 years as the member of the Finance Committee. One member should be the member of BoM. Following are the nominated members of the Finance Committee at present:

1. Prof P S Rana, Professor and Head, Economic, Hemvati Nandan Bahuguna Garhwal University, and
2. Prof. Badri Narayan Tiwari, President and Director, G B Pant Social Science Institute, Jhusi, Prayagraj, had completed their tenure of 03 years.

**Decision of the BOM:**

***The Board authorized the Vice-Chancellor to nominate two members of the Finance Committee for a period of three years.***

AGENDA ITEM NO.31.16**To consider provision of Mobile Phone Handsets**

As per O.M. F.No. 24(3)/E. Coord/2018 dated 26<sup>th</sup> March, 2018 issued by the Department of Expenditure, Ministry of Finance, Officers of the level of Secretary and equivalent will be entitled to reimbursement for one mobile handset costing not above Rs 25,000/- (Rupees Twenty Five Thousand only) once during the whole tenure.

At NIEPA, there is no such position available at NIEPA equivalent to Secretary level. Vice-Chancellor is the Head of the Institution and Registrar acts as Head of Administration.

Owing to its position, Registrar is normally entitled to Mobile Phone facility as an amenity / privilege. As mentioned in the copy of Ordinance of two of the central universities (Tamil Nadu and Punjab).

In view of the above, the following officials may be allowed purchase of one mobile handset costing not above Rs. 25,000/- once during the whole tenure:

1. Vice-Chancellor
2. Registrar

**Decision of the BOM:**

*The Board deliberated the matter and advised that Vice-Chancellor and Registrar being the senior administrative positions in the University they should be issued the mobile handset and the Finance Committee may take appropriate decision regarding the financial implications.*

**AGENDA ITEM NO.31.17**

**List of Experts – for constitution of various Statutory bodies, Selection & Screening Committees of NIEPA**

As per the provisions contained in the MoA of NIEPA at page 20 under the ***Powers and Functions of the Academic Council***

“(xvi) To prepare a list of experts and submit the same to the BOM for the approval.”

Accordingly, a draft list of experts has been prepared which is submitted for kind consideration and approval of the Members of the Board of Management

**Decision of the BOM:**

*The Board approved the indicative list of experts for a period of three years i.e., till September, 2027 and authorised the Vice Chancellor to induct any expert as and when required.*

**AGENDA ITEM NO.31.18**

**Extension of benefits of family pension to Mrs. Alka Shah w/o of Dr. (Late) Naresh Kumar, Assistant Professor, NIEPA**

Dr. Naresh Kumar was working in NIEPA as Assistant Professor from 22.05.2012 (F/N).

Unfortunately, on 02.05.2021, he expired due to COVID-19. Subsequently, his wife, Dr. Alka Shah was appointed as LDC on compassionate ground w.e.f., 22.11.2021.

Vide her application dated 02.08.2023, Dr. Alka Shah, LDC w/o (Late) Dr. Naresh Kumar, Assistant Professor has requested for release of family pension. Alongwith her application, she has submitted the following documents:

1. Part II, Section 3(i) of Department of Pension and Pensioners' Welfare, Ministry of Personnel, Public Grievances and Pensions Notification dated 31.03.2021.

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2. Office Memorandum No. I-34014/01/2020-Ad.II dated 31.05.2021 of Department of Expenditure, Ministry of Finance regarding Central Civil Services (Implementation of National Pension Scheme) Rules, 2021- Seeking options in the prescribed form I & II under the Rule 10 of CCS (Implementation of NPS) Rules, 2021.

The NIEPA rules are silent on this matter but as per SR-4 (3), on all remaining matters for which there is no provision or insufficient provision in these Regulations, the employees shall be governed by the government rules, regulations and orders as contained in:

- a) The Compilation of Fundamental and Supplementary Rules;
- b) Civil Service Regulations;
- c) Central Civil Services (Pension) Rules, 1972 and New Pension Scheme;
- d) General Provident Fund (Central Services) Rules or Contributory Provident Fund Rules;
- e) Central Civil Services (Leave) Rules;
- f) The Central Civil Services (Classification, Control and Appeal) Rules;
- g) The Central Civil Services (Conduct) Rules; and
- h) Other relevant rules and regulations together with amendments and orders issued by the Government of India to the said Rules and Regulations from time to time.

As per point No. 6 (i) of the Gazette Notification dated 30.03.2021 published by DoPT, Department of pension and pensioners welfare, which states that "Where a Subscriber who did not exercise an option under sub-rule (1) and dies before completion of service of fifteen years or within three years of the notification of these rules, his family will be granted family pension in accordance with the provisions of the Central Civil Services (Pension) Rules, 1972 or the Central Civil Services (Extraordinary Pension) Rules, 1939, as the case may be, as a default option."

In view of the above, the Board of Management may kindly deliberate to take an appropriate decision.

**Decision of the BOM:**

*The Board approved the proposal regarding grant of family pension to Dr. Alka Shah w/o late Dr. Naresh Kumar, Assistant Professor.*

**AGENDA ITEM NO.31.19**

**Any other item with the permission of the Chair**

After the permission of the Chair, following agenda items were placed on the table:

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**ADDITIONAL AGENDA ITEM NO. – 2**

Vide Office Order No.479/2023-24-NIEPA dated 23.02.2024, Shri Amit Singhal, DPO was given the additional charge of the Administrative Officer. He expressed his inability to take over the additional responsibilities of AO owing to personal reasons. Having considered the plea of Shri Amit Singhal, the Competent Authority assigned the duties of the Administrative Officer to Shri Satish Kumar, Section Officer (GA) in addition to his normal duties until further orders vide Officer Order No.485/2023-24-NIEPA dated 28<sup>th</sup> Feb 2024. He assumed his duties w.e.f. 29.02.2024. Dr. D.S. Thakur, Documentation Officer and AO (I/c) vide Certificate of Transfer of Charge dated 05.03.2024, handed over the files and related documents to Shri Satish Kumar.

Subsequently, vide his application dated May 29, 2024, to the Registrar, he requested for the grant of higher pay for carrying out the responsibilities of the higher post of Administrative Officer. The Registrar forwarded his application to Section Officer (E) with instructions to put up as per admissibility. Accordingly, the matter was examined in the Establishment Section and it was proposed to consider the request of Shri Satish Kumar, regarding raising up of his pay for performing the duties of the higher post of Administrative Officer in addition to his normal duties of Section Officer (GA), in accordance with the provisions of FR-49 (Combination of Appointments). Thereafter, the proposal was examined by the Internal Auditor and confirmed that the proposal was as per norms; and if the Competent Authority allows, his pay may be fixed as per provisions available in FR-49. The proposal was again examined by the SO (Estt) and the same was also examined at the Finance & Accounts Section and then by Shri Amit Gautam, Associate Professor, who was holding the charge of the Registrar on 05.06.2024, in the absence of Shri Nishant Sinha, who marked to the file to the VC for final decision. As per the delegation of powers (Sl. No.X), the Vice-Chancellor has full powers regarding fixation of pay for faculty and Group-A Officers. Accordingly, the VC accorded her approval on 6.6.2024. Subsequently, vide Office Order No.106/2024-25/NIEPA dated 07 June, 2024 the pay of Shri Satish Kumar was fixed at the minimum of level 11 i.e., Rs.67,700/- w.e.f. 29.02.2024 till he continues to hold the full charge of the duties of the Administrative Officer.

Consequent upon the joining of Shri Ankit Verma as Administrative Officer on 16.07.2024 (F/N), the pay of Shri Satish Kumar was refixed at the cell-7 of Level – 7 of Pay Matrix after the grant of annual increment to him in July 2024.

***It was observed that such item need not be brought for the consideration of the Board thus, with the permission of the BOM, the above agenda has been withdrawn.***

**ADDITIONAL AGENDA ITEM NO. – 3**

**To take note of the Grant of leave to Prof. Pradeep Kumar Misra**

With reference to his application dated 18.06.2024, Prof. Pradeep Kumar Misra, Director, Centre for Policy Research in Higher Education (CPRHE) has been granted leave for 180 days, i.e., from 01.09.2024 to 28.02.2025, to visit the Florida University for Fulbright-Nehru Academic and Professional Excellence Fellowship under the Research Category by USIEF.

Subsequently, vide Notification No.10-1/2021-Pers. (Acad.) dated 29.07.2024, Prof. Mona Khare Head, Department of Educational Finance has been nominated as Director (I/c), Centre for Policy Research in Higher Education (CPRHE) in place of Prof. P.K. Misra w.e.f., 01.09.2024 in addition to her own duties as Head, Department of Educational Finance, until further orders.

***The Board noted the information.***

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**ADDITIONAL AGENDA ITEM NO. – 4**

**To take note of the accidental damage of office vehicle No. DL 1CS 9825**

Office vehicle No. DL 1CS 9825 (Maruti Suzuki Ciaz) met with an accident on 05.06.2024. The other vehicle in the accident was No. DL 3CC N 7464 (with Govt. of India duty sticker). Both the vehicles got damaged. NIEPA's vehicle had its front side damaged, with the damage reaching internal parts like tyre assembly, axle etc.

With the permission of the Competent Authority, the vehicle was towed to authorized service workshop of OEM Maruti i.e., M/s Rana Motors Pvt. Ltd. with a request to get the necessary prevalent policy around 50% of the total repair cost will have to be borne by the Institute for repair. The estimated cost was given upto Rs.2 Lakh.

The workshop submitted a bill No. 24001283 dated 31.07.2024 after carrying out necessary repairs and details of amount approved by the Insurance agency. As per the communication vide email dated 03.08.2024, total cost of repair is Rs.1,36,019/- The insurance agency paid Rs.76,000/- and the difference amount of Rs.60,019/- was paid by NIEPA.

***The Board took note of the information.***

**ADDITIONAL AGENDA ITEM NO. – 5**

**To consider modifying the method of recruitment to fill up the post of UDC**

As per recruitment rules of NIEPA, there are 9 sanctioned posts of Upper Division Clerk. At present only two posts are occupied and other seven posts are lying vacant. As per the existing recruitment rules, only one incumbent LDC is eligible for the promotion to the post of UDC. The remaining incumbent LDCs will attain the required eligibility for the promotion to the post of UDC only after the next two to three years. As per the RRs in force, the 75% posts of UDC are to be filled up through promotion after the incumbent LDCs complete the 5 years of regular service and the remaining 25% by promotion through selection on the basis of a departmental written test in the manner as may be prescribed by the Institute from time to time from amongst the Lower Division Clerks and other employees in the LDC scale of pay, with not less than two years regular service in the Institute on that scale.

Recruitment rules as prescribed in the MOA for the post of UDC are as under:

S. No.		EXISTING (2013)
1.	Name of the Post	Upper Division Clerk
2.	No. of Posts	9
3.	Classification	Group C
4.	Scale of Pay	Level-4 (₹25,500 – 81,100)
5.	Whether Selection post or non-Selection post	Non-selection
6.	Age for Direct Recruits	Not more than 30 years
7.	Educational and other qualifications required for direct recruits	A Bachelor's degree. Knowledge of office work and ability to type on computer in Hindi and English

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8.	Whether age or educational qualifications prescribed for direct recruits will apply in the case of promotion or Limited Departmental Examination	
9.	Period of probation, if any	N.A.
10.	Method of Recruitment (whether by direct recruitment or by promotion or by deputation/transfer) and percentage of the vacancies to be filled by various methods	75% promotion on the basis of seniority, subject to the rejection of the unfit from amongst Lower Division Clerk, Hindi Typist and Lower Division Clerk-cum-Telephone Operator having not less than 5 years regular service in the Institute.  25% by promotion through selection on the basis of a departmental written test in the manner as may be prescribed by the Institute from time to time from amongst the Lower Division Clerks and other employees in the LDC scale of pay, with not less than two years regular service in the Institute on that scale.
11.	In case of recruitment by promotion/deputation/transfer, grade from which promotion/deputation/transfer to be made	<b>Promotion</b>  LDC, Hindi Typists and LDC-cum-Telephone Operator having not less than 5 years regular service

Due to the crunch of work force in the Institute, the day-to-day work of the Institute is getting affected adversely, therefore, filling up the vacant positions become utmost necessary.

Hence, in view of the above, it is proposed to make partial modification in the existing RRs, which is as under:

**50% posts of UDC are to be filled up through promotion after the incumbent LDCs complete the 5 years of regular service and the remaining 50% by promotion through selection on the basis of a departmental written test in the manner as may be prescribed by the Institute from time to time from amongst the Lower Division Clerks and other employees including ex-cadre posts, provided they fulfil the educational and other qualifications required for direct recruits for the post of LDC with not less than two years regular service in level 2 in the Institute.**

It may not be impertinent to submit here that many of the ex-cadre posts being a single post lead towards stagnation thereby blocking the progress of career of the employees holding these posts. The above modification will open the avenues for all those employees (including cadre employees) who possess the necessary qualifications required for the post of LDC, but not getting a chance for further promotion for the reasons mentioned above.

In view of the above, the BOM may kindly consider to make afore proposed modifications in the recruitment rules for filling up the vacant posts of UDC.

## Decision of the BOM:

***The Board decided that the above matter may be referred to the nodal Ministry (Ministry of Education) for approval."***

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ADDITIONAL AGENDA ITEM NO. – 6**To take note of the Pay Scale Upgradation for the post of Finance Officer at NIEPA**

The Institute was declared as a Deemed-to-be University through gazette notification by the Nodal Ministry w.e.f. 11.8.2006. The grant of Deemed to be University status was subject to a few conditions to be followed by NIEPA, one of them being adherence to the norms and guidelines set by the UGC. However, due to some inexplicable reasons the said matter could not be taken up. Subsequently, the UGC Expert Committee visited the Institute on 6<sup>th</sup> and 7<sup>th</sup> September 2018 to review the functioning of the Institute. The Expert Committee in its report at Part-XVIII/3 noted that the nomenclature and grades of the non-teaching posts of the Institute have not been adopted as per the UGC guidelines. It has been observed that while preparing the RRs of the Institute in the year 2013 and thereafter in 2020, attention was not paid to the cadre structure of the non-teaching posts as per the UGC cadre structure of the University system. The implementation of the cadre structure for the teaching posts has already been implemented in totality.

In accordance with the above, all other Universities/Deemed Universities have adopted the said UGC guidelines and fixed the pay-scale of the Finance Officer at level-14, but in NIEPA the pay level of the Finance Officer continued to be in level 11. Therefore, in order to streamline the hierarchical structure in the Institute it has been proposed to consider the upgradation of the pay scale of the post of Finance Officer from Pay Level-11 to Level-14, which will make the parity with the pay scales prescribed by the UGC for the said post.

Accordingly, a letter was written by the Hon'ble Vice Chancellor on 21<sup>st</sup> May 2024 to the Secretary (HE), Department of Higher Education, Ministry of Education, Govt. of India along with a paper book and other necessary supporting documents, with a request to consider the upgradation of the pay scale of the post of the Finance Officer from Level-11 to Level-14.

The BoM may kindly take note of the aforesaid letter.

The Board noted the information.

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