

TERI SAS (Deemed to be University)



**10, INSTITUTIONAL AREA, VASANT KUNJ, NEW
DELHI**

MINUTES OF

47H MEETING OF EXECUTIVE COUNCIL

Meeting No. : 47 (Forty Seven)

Date : 21 July 2023
Venue : Conference Room, TERI School of Advanced Studies
Time : 10.30 AM

TERI SAS (Deemed to be University)
MINUTES FOR THE 47th MEETING OF THE EXECUTIVE COUNCIL
21 JULY 2023 (10.30 AM ONWARDS)

ITEMS AT A GLANCE

Item No.	Particulars
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Item No.47.1: Welcome and opening remarks by the Vice Chancellor

Confirmation of Minutes

Item No. 47.2: To confirm the minutes of the 46th Meeting of the Board of Management held on 24 May 2023

Action Taken Report

Item No. 47.3: Action Taken Report on the 46th Board of Management

Agenda items for Information

Item No. 47.4: Matters of information

- 47.4.1 MoU between Goa State Pollution Control Board and TERI SAS was signed on 02 April 2023
- 47.4.2 Resignations
- 47.4.3 New Joinings
- 47.4.4 Advertisements for recruitment
- 47.4.5 To record approval of resolution through circulation
- 47.4.6 To approve withdrawal of authority for operating all the Bank Accounts of TERI SAS and other financial/legal documents
- 47.4.7 Adoption of the following guidelines and regulations from UGC
- 47.4.8 Change of Office Timings and its implementation as per Chapter II on Working Hours and Holidays as per Compendium of Policies, Rules and Guidelines for TERI SAS May 2017.

Agenda items for Consideration

Item No. 47.5. Agenda Items

- 47.5.1 Amendment to Para 4.2.2 on Earned Leave (EL) as per Compendium of Policies, Rules and Guidelines for TERI SAS May 2017
- 47.5.2 Amendment to Para 4.7 Leave Travel Concession (LTC) as per 47.5.3 Compendium of Policies, Rules and Guidelines for TERI SAS May 2017.
- 47.5.3 Revision of Fee Structure
- 47.5.4 To consider and approve audited statement of accounts of the financial year 2021-22.
- 47.5.5 To approve appointment of Statutory Auditor for FY 2022-23.
- 47.5.6 Approval of budget for the year 2023-2024

Item No. 47.6: Any other item with the permission of the Chair

TERI SAS (Deemed to be University)

MINUTES OF THE 47th MEETING OF THE EXECUTIVE COUNCIL HELD ON 21 JULY 2023 (10.30 AM ONWARDS)

DETAILED AGENDA ITEMS

The Forty Seventh meeting of the Executive Council was held on 21 July 2023 at 1030 hours.
The following were present:-

PRESENT:

Members

Prof. Prateek Sharma, VC, Chairperson

Prof Basabi Bhaumik

Dr Swati Basu

Prof. Nitya Nanda

Dr Kiran Kumar Sharma

Prof. Shaleen Singhal

Prof. Ramakrishnan Sitaraman

Prof. Anandita Singh

Dr Sukanya Das

Col B Venkat, Registrar

Item No 47.1: Welcome and opening remarks by the Vice Chancellor

Confirmation of Minutes

Item No. 47.2: To confirm the minutes of the 46th Meeting of the Board of Management held on 24 May 2023

The minutes of the 46th meeting of the Board of Management held on 24 May 2023 were circulated to the members of the Council and no comments were received. The Council may, consider confirming the minutes.

Placed before the Executive Council for confirmation.

Resolution: Minutes of the 46th Meeting of the Board of Management was confirmed.

Action Taken Report on the 46 Board of Management Meeting

Item No.47.3: Action Taken Report on the 46 Board of Management Meeting

Sr.No.	Agenda	Action taken
Item No.2	Launching of new five-year Integrated Postgraduate Programmes in (i) Data Science and (ii) Environmental Studies	The programme has since been launched for the admission

	<p>Prof Vinay S.P. Sinha presented to the Board the new FYIPP in Data Science and FYIPP in Environmental Studies as per NEP 2020. He mentioned that there are provisions for students to earn B.Sc. (Honours)/B.Sc. (Honours with Research) after completing four years, which can be offered as a separate four-year undergraduate programme (FYUP); a student completing five years would be awarded dual degrees – B.Sc. (Honours)/B.Sc. (Honours with Research) & M.Sc. The programme structure has been designed based on the National Education Policy (NEP) 2020 and has the Multiple Entry and Multiple Exit options as per the latest guidelines issued by the UGC. The Board after some minor modifications approved the launch of the two new five-year Integrated Postgraduate Programmes in (i) Data Science and (ii) Environmental Studies.</p> <p>TS/BM/46.2.1 The Board resolved to approve the launch of the new five-year Integrated Postgraduate Programmes in (i) Data Science and (ii) Environmental Studies.</p>	<p>processes in the AY 23 - 24</p>
<p>Item No.3</p>	<p>Launching of new five-year Integrated Postgraduate Programme in Economics</p> <p>The agenda item circulated to the Board members was a FYIPP in Economics. However, after internal discussions and deliberations within the department, it was felt that the department is already offering a postgraduate programme in economics, and it would be more appropriate to go for a FYUP in economics instead of FYIPP. Dr Sukanya Das, Head, Department of Policy and Management Studies presented to the Board new FYUP in Economics as per NEP. The Board after deliberation approved the launch of the new FYUP in Economics.</p> <p>TS/BM/46.3.1 The Board resolved to approve the launch of the new FYUP in Economics.</p>	<p>The programme has since been launched for the admission processes in the AY 23 - 24</p>
<p>Item No.4</p>	<p>Launching of BBA Honours/Honours with Research (Four Year Undergraduate Programme)</p> <p>Dr Shruti Sharma Rana, Coordinator, Management programmes, presented to the Board BBA (Honours/Honours with research) (FYUP). The Board after deliberation approved the launch of the BBA (Honours/Honours with research) (FYUP).</p>	<p>The programme has since been launched for the admission processes in the AY 23 - 24</p>

	TS/BM/46.4.1 The Board resolved to approve the launch of the BBA (Honours/Honours with Research) (FYUP).	
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Resolution: The action taken report was noted.

Agenda items for Information / Ratification

Item No. 47.4 Matters of information / Ratification

47.4.1 MoU between Goa State Pollution Control Board and TERI SAS was signed on 02 April 2023

The Memorandum of understanding (MOU) between TERI School of Advanced Studies (TERI SAS) New Delhi and GSPCB was concluded on 02 Apr 23 with the objective of fostering collaboration between the two organizations to promote academic interaction. The purpose of the agreement is to increase their cooperation in research and education, the parties to the agreement, after approval by their responsible authorities, agree to conclude this Memorandum. The following forms of co-operation, amongst others, may be pursued hereunder:

1. Doctoral Research in following thematic areas-
 - a) Bioresources and Biotechnology
 - b) Business Sustainability
 - c) Energy and Environment
 - d) Natural Resources Management
 - e) Policy Studies
 - f) Water Science and Governance
 - g) Legal Studies
 - h) Any other thematic areas of mutual interest
2. Joint research projects and publications in reputed international journals including work by post graduate & doctorate students at the partner institutions.
3. Joint conferences and workshops.
4. Visits by, and exchange of, scholars, teachers and other staff.
5. Visits of scholars to the TERI campus, New Delhi.
6. Exchange of academic information, materials and facilities.
7. Hosting of Masters degree students for their thesis research/major project at GSPCB with arrangements for joint supervision by GSPCB and TERI SAS staff.

Placed before the Executive Council for information and ratification.

Resolution: The need for data sharing was proposed to be included as part of the MOU by the Executive Council, and the same was subsequently noted and ratified.

47.4.2 Resignations: The following faculty have resigned from their posts with the approval of the Vice Chancellor:-

Ser	Name	With effect from
1	Dr Sudipta Chatterjee	26 May 2023
2	Dr Smriti Das	31 May 2023
3	Dr Aviruch Bhatia	31 May 2023
4	Prof Vinay P Sinha	08 July 2023

Placed before the Executive Council for information and ratification.

Resolution: Noted and ratified.

47.4.3 New Joinings: The following staff and faculty members have joined with the approval of the Vice Chancellor:-

Ser No	Name	With effect from
1	Dr Resham Nagpal	01 June 2023
2	Col B Venkat	05 June 2023
3	Dr Atul Kumar	03 July 2023

Placed before the Executive Council for information and ratification.

Resolution: Noted and ratified.

47.4.4 Advertisements for recruitment: The Department of Policy and Management Studies has invited applications for the position of Assistant Professor in the MA Sustainable Development Practice (SDP) programme.

The Department of Policy and Management Studies has also invited applications for the position of Assistant Professor (3 regular and one contractual) in the areas of Economics and Finance.

Placed before the Executive Council for information and ratification.

Resolution: Noted and ratified.

47.4.5 To record approval of resolution through circulation: Approval of Resolution through circulation was sought of the Council on 27 June 2023 to authorize Col B Venkat, who has joined as the Registrar, TERI School of Advanced Studies w.e.f. June 5, 2023, to operate the joint accounts of TERI SAS, execute for and on behalf of the TERI SAS agreements, demand promissory Notes, letter of continuity, request letters and any other agreement, deeds, financial documents and writings as may be required by banks/financial or other institutions. The Registrar's name may be included for operating and maintenance of the TERI SAS Bank accounts, FCRA account and other legal documents besides other signatories.

The Council members gave their consent to the resolution authorising Col B Venkat, Registrar, TERI SAS, as signatory to operate all the Bank accounts and legal documents.

Placed before the Executive Council for information and ratification.

Resolution: Noted and ratified.

47.4.6 To approve withdrawal of authority for operating all the Bank Accounts of TERI SAS and other financial/legal documents. Consequent to Mr Kamal Sharma relinquishing the post of Registrar, TERI SAS, it is proposed that the authority given by the Executive Council to him to operate accounts of TERI School of Advanced Studies and sign other records to be withdrawn forthwith.

Placed before the Executive Council for information and ratification.

Resolution: Noted and ratified.

47.4.7 Adoption of the following guidelines and regulations from UGC:-

1. University Grants Commission (Institutions deemed to be Universities) Regulations, 2023. **Attached as Enclosure I.**
2. University Grants Commission revised regulations, on the minimum qualifications for the appointment of teachers and academic staff. **Attached as Enclosure II.**

Placed before the Executive Council for information and ratification.

Resolution: Attention of the EC was drawn to the financial health of the university and clause of maintenance of Corpus as per UGC guidelines. It was further brought out that all efforts need to be made by all functionaries towards establishing the Corpus.

Noted and ratified.

47.4.8 Amendment to Working Hours as per Chapter II on Working Hours and Holidays to the Compendium of Policies, Rules and Guidelines for TERI SAS May 2017.

Under flexible working hours, daily hours totalling 8 hours and 30 minutes per day, 5 days per week, may be selected during the time 8:30 AM through 6:30 PM.

Placed before the Executive Council for information and ratification.

Resolution: Noted and ratified.

Agenda Items for Consideration

Item No. 47.5 Agenda items

47.5.1 Amendment to Para 4.2.2 on Earned Leave (EL) as per Compendium of Policies, Rules and Guidelines for TERI SAS May 2017.

Existing.

The total EL accumulated will be encashable at the time the employee leaves the services of the University but subject to a ceiling of 240 days. Also, encashment of a block of 1 to 15 days EL per year would be permissible subject to the EL balance in the leave account of the employee remaining at least 60 days after debiting the number of days of EL for which encashment is sought A

minimum of 5 days EL (in parts or otherwise) must actually be availed of as a qualifying condition for encashment during the year.

Proposed.

The total EL accumulated will be encashable at the time the employee leaves the services of the University, subject to a ceiling of 240 days only.

Resolution: The executive council approved the ceiling limit of 240 days for the purposes of encashment at the time of leaving the University. Further, no additional encashment of any nature beyond this shall be applicable.

47.5.2 Amendment to Para 4.7 Leave Travel Concession (LTC) as per Compendium of Policies, Rules and Guidelines for TERI SAS May 2017.

Existing.

- a. For availing of this facility, the employee should have put in at least one year of regular service.
- b. Subject to the provision at (a) above the employee can avail LTC once in each calendar year of service.
- c. LTC not availed in a block year cannot be carried forward to the next year.

Proposed.

- a. For availing of this facility, the employee should have put in at least one year of regular service.
- b. Subject to the provision at (a) above the employee can avail Home Town LTC once in a block of two calendar years, the blocks are 2023-24 & 2025-26 and so on. Any place in India LTC shall be admissible in lieu of one of the two journeys to Home Town in a block of four years.
- c. LTC not availed in a block of 2 years cannot be carried forward.

Resolution: The executive council approved the amendment to the LTC rules, and further a limit of 80% of the Basic pay was kept for the purposes of availing the same (once in a block of two calendar years).

47.5.3 Revision of Fee Structure.

It is proposed to increase the fees for all the programmes upto 10% every academic year. After which the Fee Revision committee shall undertake the processes as per existing rules and conditions.

Resolution: The executive council approved the agenda.

47.5.4 To consider and approve audited statement of accounts of the financial year 2021-22.

Audited accounts for the financial year 2021-22 is attached as **Enclosure III**.

Resolution: The executive council approved the agenda.

47.5.5 To approve appointment of Statutory Auditor for FY 2022-23.

It is proposed to appoint Sanjay Rastogi & Associates, Chartered Accountant as statutory auditor for the ensuing FY 2022-23.

Resolution: The executive council was apprised of the satisfactory performance of Sanjay Rastogi & Associates, Chartered Accountant for the last financial year and accordingly the agenda was approved.

47.5.6 Approval of budget for the year 2023-2024.

Based on the income and expenditure incurred in the FY 22-23 and **the liabilities (committed, carry forward and unforeseen)**, the Deputy Finance and Project Management Officer apprised the Executive Council about the budget estimates for the year 2023-24.

Resolution: On being briefed, the Executive council appreciated the efforts put in by TERI SAS towards the financial planning and the proposed way ahead. The executive council on being informed about the deferred payment to the staff for last few months, opined that all the stake holders along with TERI SAS should explore options for revenue generation to enable full payment at the earliest.

47.6

Any other item with the permission of the Chair.

47.6.1 Appointment of Ombudsperson

In pursuance to the University Grants Commission (Redressal of Grievances of Students) Regulation 2023, with approval of the competent authority, Prof. K.K. Aggarwal, former Chairman, National Board of Accreditation, is appointed as the Ombudsperson in reference to the grievances submitted by the students of the University.

The appointment is for a period of three years from the date of assuming the same.

For conducting the hearings, as Ombudsperson he shall be paid a sitting fee, per diem, in accordance with Rules of the University and shall, in addition, be eligible for reimbursement of the expenditure incurred on conveyance.

Resolution: The Executive council appreciated TERI SAS on the appointment of Ombudsperson and approved the agenda.

47.6.2 Inclusion of retirement age for Administrative (Non-Teaching) staff in Terms & Conditions of Service as per Compendium of Policies, Rules and Guidelines for TERI SAS May 2017.

Retirement age for all Administrative (Non-Teaching) staff shall be 58 years except for statutory appointments. An additional 3 months shall be provided to the Administrative (Non-Teaching) staff who are due to attain the age of 58 by 31 Dec 23, which implies they shall retire on 31 March 2024.

Further, they may be employed as consultants on contract basis at TERI SAS as and when the vacancy occurs.

Resolution: The Executive council approved the agenda.

47.6.3 Policy for Health Insurance for the Teaching and Non-Teaching staff of TERI SAS

The regular teaching and non-teaching staff of TERI SAS as per the rules presently are covered under Health Insurance scheme providing Rs 2 Lacs cover per year to the declared family members which is under renew.

It is proposed to increase the insurance amount from 2 Lacs to 5 Lacs and accordingly, the renewed Health Insurance scheme be shared between the individuals and the University in the following ratio -

- (a) For individuals whose gross salary per month is more than 45,000 in the ratio 50 : 50.
- (b) For individuals whose gross salary per month is less than 45,000 in the ratio 30 : 70.

Resolution: The Executive council approved the agenda.

There being no more points, the meeting ended with the Vote of Thanks to the Chair.