

**Minutes of the 10th Meeting of the Council of INFLIBNET Centre
held on Saturday, 3rd October, 2009, Ahmedabad**

Members Present

Prof. S K Thorat	President, Council, INFLIBNET Centre
Prof. S K Khanna	Chairman, GB, INFLIBNET Centre

Members, INFLIBNET Council / Governing Board

Dr. (Mrs.) Renu Batra	Jt. Secretary, UGC, New Delhi (Bureau-Head)
Dr. R. Ramachandran	Principal Lib & Inf. Officer, National Library, Kolkata
Dr. Parimal H. Trivedi	Vice-Chancellor, Gujarat University, Ahmedabad
Dr. Jagdish Arora	Director, INFLIBNET & Member Secretary, GB

Dr. Ved Prakash, Vice-chairman, UGC, Prof. S.S. Mantha, Chairman, AICTE (In-charge), Prof. Dr. Samir K Brahmachari Director General, CSIR, Dr. Javeed Alam, Chairman, ICSSR, Prof. V G Talawar, Vice Chancellor, Mysore University and Dr. T R Kem, Director, CEC could not attend the meeting because of prior commitments.

At the outset, Prof. S K Thorat, Chairman, UGC and President of the Council, INFLIBNET Centre extended a warm welcome to all the distinguished members of the Council and Governing Board of the Centre and thanked them for contributing to the activities of INFLIBNET Centre with their proactive participation and for their valuable suggestions.

1. Confirmation of Minutes of the Meeting of the 9th Council held on 9th April, 2009 in New Delhi

The Minutes of the Meeting of the 9th Council held on 9th April, 2009 were confirmed by the Chairman, UGC as the President of the Council since no comments were received from the members.

2. Action Taken, and Progress Made since Last Meeting of the Council

The Director, INFLIBNET Centre presented the following report on action taken and progress made since 9th Meeting of the INFLIBNET Council held on 9th April, 2009 in New Delhi:

- i) The items mentioned below were approved during the 9th Meeting of INFLIBNET Council held on 9th April, 2009 in New Delhi. Specific approval of the UGC is being sought before taking action on these items.
 - a) Writing-off of obsolete and unserviceable items including Computers, Furniture and Fixtures: 39 unserviceable items costing Rs.95,45,722.00 (Rupees Ninety-five Lakhs Forty-five thousands seven hundred twenty-two only);
 - b) Approval of Revised Purchase Procedures (in line with Government of India);

- c) Revised Qualification of Senior Technical Assistant (STA): reduction in requirement of working experience from 4 years to 2 years;
 - d) Enhancing Power of the Director for Appointing Contractual Staff: from Rs.4,000/- to Rs.10,000/- for a specified period of 6 months maximum.
 - e) Career Advancement Scheme (CAS) for Scientist B in INFLIBNET Centre as Applicable to the Assistant Librarian / College Librarian; and
 - f) Upgradation of Entry-level Post in Administration from Clerk-cum-Typist to Assistant.
- ii) The Centre has signed an agreement with SAL Hospital, approved as recognized hospital during 19th Meeting of the Governing Board held on 3rd Dec., 2008 at the INFLIBNET Centre, Ahmedabad, for treatment of INFLIBNET Staff or their dependents without charging any fee on spot;
 - iii) The recommendations made in the "National Seminar on Open Access to Textual and Multimedia Content: Bridging the Digital Divide" are being implemented. The bibliographic data from CEC on multimedia video tapes and digital learning objects have been received from the CEC for inclusion in INFLIBNET's union catalogue. The INFLIBNET Centre is in the process of uploading the data in its union catalogue. The bibliographic records of CEC's multimedia content would shortly be accessible through the union catalogue of the INFLIBNET Centre. Other recommendations made during the National Seminar are also being implemented; and
 - iv) SOUL 2.0 released in January 2009 during the above mentioned Seminar has been received very well by the academic community. The Centre has sold 170 copies of the software and 321 copies were distributed free-of-cost to the existing users.

3. Presentation of the Minutes of the 20th Meeting of the Governing Board, 3rd October, 2009, Ahmedabad

Dr. Jagdish Arora made a brief presentation on the important decisions taken during the 20th Meeting of the Governing Board held on 3rd October, 2009 prior to the meeting of the INFLIBNET Council:

- 3.1. National Library and Information Services Infrastructure for Scholarly Content (N-LIST): The INFLIBNET Centre has received Rs. 7.29 crores from the MHRD under the project entitled "National Library and Information Services Infrastructure for Scholarly Content (N-LIST)" jointly submitted by the UGC-Infonet Digital Library Consortium, INFLIBNET Centre and INDEST-AICTE Consortium, IIT Delhi, under the National Mission on Education through ICT. The project provides for cross subscription to e-resources subscribed by the two consortia and for extending e-resources subscribed for the universities to all 12B colleges. Dr. Jagdish Arora made a brief presentation on the progress made under the project to the members. The members were happy to note that all the colleges will benefit from this initiative.

- 3.2. **Proposal to Empower Director / Chairman, Governing Board, INFLIBNET Centre to Sanction Foreign Visits of the INFLIBNET Scientists and Staff (for attending conferences or for other official purposes):** The Council noted and approved the decisions taken by the Governing Body to empower the Director / Chairman to sanction foreign tours of the staff of the INFLIBNET Centre. The foreign visit of the Director will, however, be approved by the Chairman, UGC. (Agenda Item No. 6).
- 3.3. **Implementation of Pension Scheme:** The Council approved the decision taken by the Governing Board regarding implementation of GPF-cum-pension scheme for the employees of the INFLIBNET Centre who joined prior to 01.01.2004 and opted for the same, as per the communication received from MHRD/UGC (Agenda item 8) .
- 3.4. **Requirement of Additional Funds for Construction of Institute Building: Phase-II):** It was informed that Architect had to re-design the Institute building completely with a new approach considering the fact that i) the roads on both the sides of the plot should be at least 6 Metres wide, Moreover, since the length of the plot is more than 100 Mtrs., one of the roads should be at least 9 Mtrs wide; and ii) the auditorium that was planned in the basement originally, cannot be located into the basement because of fire regulations. Since the total width of the plot is only 40 Metres, the Architect is left with only 25 Mtrs. (in width) to construct the building. As such, the building that was originally planned to be build in three floors, had to be raised to seven floors in the new design because of severe limitation of build-up area in width.

Moreover, the requirement of physical infrastructure was enhanced on the request of the Institute given the fact that the Centre has been given additional responsibilities for launching the college consortium for more than 6,000 colleges as well as for executing the project on Electronic Theses and Dissertations (ETD) for all universities. Moreover, numbers of guest rooms were also increased in the revised requirement because of increased requirement of training programmes for new initiatives. The committee also noted that the initial estimated expenditure based on PWD rates submitted to the UGC did not provide for i) air-conditioning of the building; ii) power back-up (Generator); and iii) furniture and fixtures, etc.

It was informed that the lowest bid from M/s. Katira Construction Ltd. for construction of administrative and academic wings of the Institute building is Rs.18,46,62,970/- which does not include cost of air-conditioning. Considering the facts that are mentioned above, members noted that Rs. 21.76 crores allocated for the project would be sufficient for civil construction work for the Administrative / Academic wing. The Centre would require additional funds to the tune of Rs. 7.50 crores for construction of 40 guest rooms, 10 residential flats and Director's residence.

It was noted that the Centre would not have any balance left in its corpus fund after contributing Rs.10.88 crores towards construction of the permanent Institute building. As such UGC may be requested to sanction additional Rs.7.50 crores for completing the construction work of the Institute building. Given the fact that Human Resource Development is one of the most important activities of the Centre, it would be imperative to take-up the job of Phase-II along with Phase-I itself. As such, the UGC may be requested to release Rs. 7.50 crores required for the Phase-II during the Financial Year 2010-2011. It was, however, agreed that the additional Rs. 5.00 crores required towards furnishing of administrative and academic wings including cost of furnishing and equipping auditorium would be borne by the Centre from its own Plan Budget.

The Chairman, UGC, as President, INFLIBNET Council asked the Director INFLIBNET Centre to provide justifications and submit a detailed proposal to the UGC for additional grant of Rs. 7.50 crores. (Agenda Item 11)

- 3.5. **Restoration of Positions of Scientist-E & Scientist-F:** Members were informed that two positions of Scientist-E & F were down-graded to Scientist-D's position in the past few years, since suitable personnel were not available for Scientist-E/F category. Given the fact that the positions of Science-D is in Pay band-III, the Centre does not have any employee in Pay band-IV. The proposal for restoration of Scientist-E/F was approved by the Council. (Agenda Item 12.1).
- 3.6. **Creation of Position of Distinguished Scientist at the INFLIBNET Centre as per the MOA:** It was informed that the MOA of the Centre provides for a position of distinguished Scientist at the INFLIBNET Centre. However, the position was not sanctioned by the UGC when sanction for 21 positions were conveyed to the Centre vide letter No.F.31-45/96 (IUC) dated 31. 7.1998. Given the fact that the number of activities and services of the Centre has increased multi-fold since issuance of notification referred above, there is sufficient justification for creating the position of Distinguished Scientist at the Centre as provided for in the MOA. The Council approved the proposal of creation of one position of Distinguished Scientist at the INFLIBNET Centre and asked the Director to send a request the UGC in this regard. (Agenda Item 12.2).
- 3.7. **Retention of Rs.50.00 lakhs Sanctioned for Computer Networking of INFLIBNET Campus:** Members were informed that the Centre was allocated Rs.50.00 lakhs for computer networking in the year 1997-1998. The funds were not used considering the fact that the Centre was located in a hired building and there was no logic for investing such a huge amount on networking that would have gone waste after the Centre moves to its own premises. Now that the Centre is likely to move into its own premises, it will be appropriate to spend the funds for installing fiber optic based Local Area Network. The Centre has been asked to refund Rs.50.00 lakhs with interest of 10% per annum by UGC. The members noted that the UGC has made a commitment to allocate Rs.10.88 crores for Institute building which does not include cost of networking. Members of the agreed to retention of Rs. 50.00 lakhs sanctioned for lying computer network in the new campus. The Centre would send a request to the UGC for retention of the amount with an assurance that the funds would be used only for computer networking in the New Institute Building. (Agenda Item 12.3).
- 3.8. **Provision of Three Administrative Officers / SO at the INFLIBNET Centre:** Dr. Jagdish Arora informed the members that the positions required by the Centre were created during the meetings of the Governing Board of IUCAA since INFLIBNET Centre was a project of IUCAA till 1997 when it was recognized as an IUC. As such, two positions of Administrative Officers in the Pay Scale of Rs. 3,000-5,000 and Rs. 2,000-3,500, were approved during 16th Meeting of the Governing Board of IUCAA held on 8th Jan., 1996. The process of creation of new posts in the IUCAA during 1996 was the same and was followed for the INFLIBNET also as a project of IUCAA. The Minutes of the Governing Board of 16th Meeting of the IUCAA were duly approved by Chairman, UGC.

Subsequently, the UGC sent ex-facto approval of scientific and administrative positions on 31st July, 1998 (after the Centre became an IUC) wherein only one post of administrative officer was conveyed to the Centre contrary to decision taken in 16th Meeting of the Governing Board of IUCAA held on 18th Jan, 1996. By that time, the Centre already had one Senior Administrative Officer and one Administrative Officer as approved in the 16th Meeting of the Governing Board of IUCAA. Shri C.K. Shah who joined the Centre in 1991 from Space Applications Center, ISRO as Accounts Officer in the pre-revised pay scale of 2200-4000 (4th Pay Commission) and was absorbed in IUCAA, Pune (INFLIBNET was a project of IUCAA that time) in the same grade was promoted as Sr. Administrative Officer and the post vacated by him was filled up by the Centre. As such the Centre has two administrative officers against one sanctioned post. Shri Shah is holding the post of Sr. Administrative Officer, drawing pay & allowances as per the court injection but without sanction of UGC. As on date Shri C.K. Shah has completed more than 18 years service in INFLIBNET Centre including 13 years as Sr. Administrative Officer in the same pay scale. Members took note of the fact that the Centre has been assigned several major responsibilities and several new projects have recently been taken up, it is justifiable that the responsibility for Administration, Finance & Accounts and Stores & Purchase are assigned to different personnel at officer level. The Centre currently has sanctioned positions of one Administrative Officer and one Section Officer.

Considering the facts mentioned above, the members were convinced that the Centre should have three sanctioned positions of AOs / SOs and resolved that a requested be sent to the UGC for sanctioning one additional position of Sr. Administrative Officer in the pay scale of Rs. 15600-39100 (PB-3) Rs. 6600 (GP). (Agenda Item 12.4).

- 3.9. **Empowering Governing Board, INFLIBNET Centre to Writing-off and Disposal of Obsolete and Unserviceable Items:** After discussions and deliberations, it was resolved that the Governing Board of the Centre may be empowered to write-off / dispose-off obsolete and unserviceable items. However, the Centre should follow the Govt. of India rules and regulations for writing-off and disposal of obsolete and unserviceable items. All cases of writing-off and disposal may also be reported to the INFLIBNET Council. However, UGC may be requested to convey that the Governing Body would now be empowered to take decision on writing-off and disposal of obsolete and unserviceable items. (Agenda Item 12.5).

4. Presentation of Audited Annual Accounts of the Centre for the Financial Year 2008-09

The Council approved the audited Annual Accounts of the INFLIBNET Centre pertaining to Financial Year 2008-2009.

5. Presentation of the Annual Report from 1st April 2008 to 31st March, 2009

The Annual Report of the Centre for the year 2008-2009 was approved by the Council. It was noted that the Annual Report has already been approved by the Governing Board in its 20th Meeting held on 3rd October, 2009.

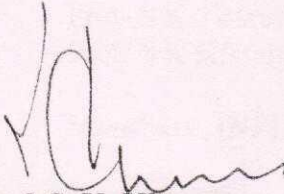
6. Proposal on Implementation of Electronic Submission of Theses and Dissertations

Prof. Thorat, Chairman, UGC and President, INFLIBNET Council informed the members about recent UGC's Notification (Minimum Standards & Procedure for Award of M.Phil / Ph.D Degree), Regulation, 2009 dated 1st June, 2009 that provides for submission of electronic version of theses and dissertations in universities with a copy of theses to INFLIBNET Centre for its online hosting and checking it for plagiarism. In the light of notification referred above, it was agreed to amend the original proposal on implementation of Electronic Theses and Dissertations (ETD) in universities proposed by the INFLIBNET Centre in its XI Plan Period. The major highlights of modified proposal on ETD would be as follows:

- i) The project will not be restricted to 50 universities as proposed by the Centre in its XI Plan Period Projection. Instead, it would, now, be applicable for all 12 (B) universities as well as for deemed-to be universities. The INFLIBNET Centre would send its revised budget proposition to the UGC considering its implementation of ETD project in larger number of universities. The revised budget proposal would also include additional allocation required for universities implementing ETDs as well as additional allocation required for the INFLIBNET Centre in terms of expenditure on infrastructure, manpower, training, travel and other miscellaneous expenditure.
- ii) As per the notification referred above, the task of hosting the electronic version of theses would be the primary responsibility of INFLIBNET Centre. As such, the amount budgeted for purchase of servers in individual universities can now be diverted for digitization of theses and dissertations. The universities would be responsible for implementation of submission of recent theses in electronic format (no financial support would be provided for this purpose) and would be given funds for digitization of theses for past five years only.
- iii) The INFLIBNET Centre would survey all 12 B universities to assess their preparedness for implementing ETDs. Based on the analysis of the questionnaire, decision would be made whether the university is ready to implement ETD as well as the guidelines referred by UGC.
- iv) The INFLIBNET Centre would send a Memorandum of Understanding (MoU) to short-listed universities, based on the process mentioned above. Once the signed MoU is received from the university, the Centre would send request to the UGC to release the grants to university(ies) directly for implementation of ETD.
- v) The INFLIBNET Centre would set-up a committee consisting of representatives from state universities, central universities, UGC, IISc and other experts for implementation of ETD.
- vi) The INFLIBNET Centre would subscribe to one of the best anti-plagiarism software and service available in the market. Each university will be asked to deposit soft copies of their theses to the repository to be set-up at the INFLIBNET Centre. The Centre would run each thesis through the anti-plagiarism software service and submit a report to the concerned university with a copy to the UGC.

vii) The Centre would organize a National Conference on Implementation of IRs for ETD to generate awareness amongst the participating universities.

The Meeting ended with a vote of thanks to the Chair.



Prof. S. K. Khanna
Chairman, Governing Board, INFLIBNET Centre



(Jagdish Arora)
Director, INFLIBNET and
Member-Secretary, Governing Board

Prof. S. K. Thorat
President, INFIBNET Council