



Dr. Mukesh Goyal
Director, PM&E

निदेशालय प्राथमिकता, निगरानी एवं मूल्यांकन
कृषि विश्वविद्यालय, कोटा
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F. 5(1)/AU/Kota/DPME/SOC/2023/293-317

Date : 24.06.2023

Registrar / Comptroller, AU, Kota
Director Research / Ext. Edu. / HRD/ DSW/ Education, AU, Kota
Dean, CH&F, Jhalawar/ College of Agriculture, Kota & Hindoli
Estate Officer/ Controller of Examination, AU, Kota
Nodal Officer Website, AU, Kota

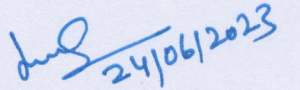
Sub: Proceedings of 10th meeting of Senior Officers Council held on dated 13.06.2023 regarding.

Sir,

In reference to the subject cited as above, kindly find enclosed herewith the proceedings of 10th Meeting of Senior Officers Council held on dated 13.06.2023 for your perusal and further necessary action.

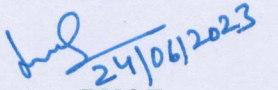
Action Taken Report may be send to this office accordingly.

Encl: - as above


24/06/2023
Director, PM&E
&
Member Secretary

Copy to :-

1. P.S. to Hon'ble Vice Chancellor & Chairman, SOC, AU, Kota for kind perusal.
2. Guard file.


24/06/2023
Director, PM&E
&
Member Secretary

Agriculture University, Kota

Proceedings of Senior Officers Council Meeting

The 10th meeting of Senior Officers Council (SOC) of Agriculture University, Kota was held on 13th June, 2023 at 02.30 PM at conference hall of AU, Kota under the chairmanship of **Dr. Abhay Kumar Vyas, Hon'ble Vice Chancellor, AU, Kota.**

Following Officers were present in the meeting

1. Dr. Abhay Kumar Vyas	: Hon'ble Vice Chancellor	Chairman
2. Sh. N.K. Jain	: Registrar	Member
3. Sh. Ramdhan Raigar	: Comptroller	Member
4. Dr. Pratap Singh	: Director Research	Member
5. Dr. S.K. Jain	: Director Extn. Edu. & DHRD	Member
6. Dr. Jitendra Singh	: Director Students Welfare	Member
7. Dr. Ashutosh Mishra	: Director Education	Member
8. Dr. I.B. Maurya	: Dean, CH&F, Jhalawar	Member
9. Dr. M.C. Jain	: Dean, COA, Kota	Member
10. Dr. N.L. Meena	: Dean, COA, Hindoli	Member
11. Er. Hemant Sharma	: Estate Officer	Member
12. Dr. Chirag Gautam	: Nodal Officer Website	Invitee
13. Dr. Mukesh Chand Goyal	: Director (PM&E)	Member Secretary

Dr. Virendra Singh, Controller of Examination could not attend the meeting due to some unavoidable circumstances.

The meeting started with the welcome of Hon'ble Vice Chancellor Dr. Abhay Kumar Vyas and SOC members by Dr. Mukesh Chand Goyal, Director, PM&E and Member Secretary of SOC. Thereafter, various agenda items were presented and after detailed discussion following actionable decisions were taken.

Agenda: AUK/SOC-10/2023/01: Confirmation of Proceedings of the 9th meeting of SOC held on dated 03.05.2023

Director P.M.& E. and Member Secretary informed the house that no any observation/comment received till date from SOC members. Therefore, house confirmed the proceedings of last SOC meeting held on dated 03.05.2023.

Agenda: AUK/SOC-10/2023/02: Action Taken Report on proceedings of 9th meeting of SOC held on 03.05.2023

Action Taken Report on the various agenda of proceedings of 9th meeting of SOC held on dt. 03.05.2023 was discussed and all members were advised to take further necessary steps and actions at the earliest.

(Action: All the concerned officers)

Agenda: AUK/SOC-10/2023/03: Proposal to utilize at least 25 per cent budget of ICAR Projects by the ARS, Kota/ implementing units

Director research proposed to allow the utilization of at least 25 percent or more of total budget of the projects received by the ARS, Kota / Units under various ICAR projects for recurring expenditures so that, this saving can be used for other purposes of the unit/ university as well.

After discussion and consent of the comptroller, it was resolved to allow at least 25 per cent budget of ICAR projects into recurring contingency expenditures while maintaining financial accountability.

(Action: Director Research/ Comptroller/ ZDR ARS, Kota/ Concerned Unit I/C)

Agenda: AUK/SOC-10/2023/04: Submission to make expenditure for the ICAR Project's from R.F. budget of ARS, Kota/ units till the budget received from the concerned ICAR-Project Directorates and its adjustment later on in the respective project's budget heads.

Director Research informed that the budget of ICAR projects is mostly received late and various expenditure are to be made for execution of the project. Therefore, he proposed to allow expenditures of the ICAR-Projects from the R.F. of the ARS, Kota/Units till budget received and the budget later on will be adjusted in the respective project's budget heads.

After detailed discussion and consent of the comptroller, the proposal was accepted and approved.

(Action: Director Research/ ZDR, ARS, Kota/ Units I/C / Comptroller)

Agenda: AUK/SOC-10/2023/05: To utilize the unspent/ unutilized budget of the ICAR Projects which received very late (Feb-March) by the ARS, Kota/ Units

Director Research raised the issue that sometimes budget of the ICAR projects received very late in the month of February and March. It becomes very difficult to utilize in a very short time, hence to be returned back. Therefore, he proposed to utilize this budget for expenditure of the units, T.A. and others as per the head.

After thorough discussion, it was resolved to accept the proposal for the month of March only with proper justification and approval of the Competent Authority to utilize the budget. It was also decided to pursue the ICAR-Directorates by concern AICRPs Principal Investigators to get the budget timely and inform the university authorities.

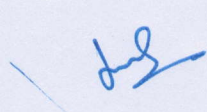
(Director Research/ ZDR, ARS, Kota/ Units I/C / Comptroller/ Project I/C)

Agenda: AUK/SOC-10/2023/06: Budget Utilization of the sponsored/ adhoc/ private projects at ARS, Kota/ implementing units

Director Research proposed to allow for utilization of at least 25 per cent or more as per the budget availability for various needful works/items at the units to enrich the amenities, facilities and other essential expenditures at the units as per the budget position of the sponsored/ adhoc/ private projects.

After discussion the proposal was accepted and approved with the condition to adopt and follow the financial rules and powers delegated.

(Action: Director Research/ Comptroller/ ZDR ARS, Kota/ Units I/C/ Project I/C)



Agenda: AUK/SOC-10/2023/07: Implementation of blended education system in the college

Dean, CH&F Jhalawar raised the issue that presently, it is being observed that there are only a few faculty remain in some departments of the college. In case of long leave of the faculty, it is very difficult to arrange other specialized faculty for teaching purposes. Besides, there are some specialized courses like landscaping architecture which requires experienced engineering faculty. Further, for faculty those coming for teaching in the college from other station, unable to attend all classes as per scheduled time table physically due to their own assignments. In this situation, adoption of blended education system in the constituent colleges of AU, Kota seems feasible to ensure all the scheduled classes from remote places by our faculty or experienced personnel. Besides, ICAR is also promoting blended system of education.

It was resolved that blending may be allowed up to 20 per cent of the syllabus. The lecture honorarium be given to outsider faculty/ experienced personnel as per the guidelines of Vidya Sambal Yojana i.e., Rs. 800/- per lecture for Assistant Professor, Rs. 1000/- per lecture for Associate Professor and Rs. 1200/- per lecture for Professors.

(Action: All Dean/ Director Education/ Comptroller/ Registrar)

Agenda: AUK/SOC-10/2023/08: To discuss and finalize the SOPs for personal promotion of teachers under CAS

Director Extension Education and Convener Recruitment Cell presented the proposed SOPs for personal promotion of teachers under CAS.

After detailed discussion, Standard Operating Procedure (SOP) was finalized as under.

SOPs for the personal promotion of teachers under CAS

S.No.	Steps	Action by
1.	Permission of Government for personal promotion of teaching cadre posts under CAS	Government/ DOA, Group III
2.	Finalization of the panel of experts of all subjects by the committee constituted under the chairmanship of Member, RPSC	Registrar
3.	Finalization of eligibility/ qualification, score cards etc. for CAS	Registrar
4.	Inviting applications from eligible teachers for personal promotion under CAS	Registrar
5.	Constitution of screening committees as per act and statutes of the University	Registrar
6.	Scrutiny/ screening of application forms	Registrar
7.	Preparation of the discipline and stage wise report of the eligible/ ineligible candidates	Registrar
8.	Constitution of screening cum evaluation committee for personal promotion from stage-I to stage-II and from stage-II to stage-III	Registrar
9.	Conducting the meeting of the screening cum evaluation committee and preparation of final proceedings	Hon'ble Vice Chancellor

10.	Nomination of members of selection board:	Registrar
	• Governor's nominee	
	• ICAR nominee	
	• BOM nominee	
11.	Finalization of interview schedule for eligible candidates for promotion from Asstt. Prof. stage-III to Assoc. Prof. and from Assoc. Prof. to Professor	Hon'ble Vice Chancellor
12.	Issuance of call letter for the interview	Registrar
13.	Conducting interviews and document verification	Interview Board
14.	Preparation of final proceedings	Interview Board
15.	Approval and confirmation of results in BOM	Registrar
16.	Issuance of Orders	Registrar


Agenda: AUK/SOC-10/2023/09: To discuss and finalize the Training Policy of Agriculture University, Kota

Director HRD informed that to achieve the Organisation's mission and objectives, a strategic human resource development system plays an important role in transformation of teaching as well as other employees to match individuals' competencies with the jobs they have to do and bridge competency gaps for present and future roles through training. Therefore, the Training Policy of Agriculture University, Kota is proposed for discussion and approval.

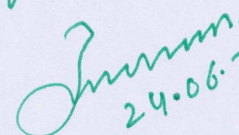
After presentation of the training policy, it was thoroughly discussed and decided to circulate it with modification suggested to all the units to give suggestions to incorporate in the training policy within 3 days. The Policy shall be finalized by the core team of Hon'ble Vice Chancellor, Registrar, Comptroller and Director HRD.

(Action: Director HRD/ Registrar/ Comptroller/ All the Units)

Thus, the meeting ended with the vote of thanks to the chair.


Dr. Mukesh Chand Goyal
 Director, PM&E
 and
 Member Secretary, SOC

Submitted to the Hon'ble Vice Chancellor for kind approval.

Approved

 24.06.2023