

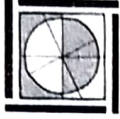


School of Planning and Architecture Vijayawada

An Institute of National Importance, Min. of Education, Govt. of India, ITI Road,
Vijayawada – 520008, Andhra Pradesh, India

**Minutes of 40th Meeting of the
Board of Governors**

**Held on 16.10.2024 at 16:00 Hrs.
at Board Room, SPA Vijayawada
(dual mode)**



SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA
Survey No.4/4, ITI Road, Vijayawada-520008, AP

MEMBERS PRESENT (Physical Mode):

1. Dr.Amogh Kumar Gupta	Chairperson
2. Prof.Dr. S. Ramesh, Director, SPAV	Member
3. Ar.Abhijit Shirodkar, Nominee of CoA	Member
4. Dr.S.V. Krishna Kumar, Nominee of Senate, SPAV	Member
5. Dr.Ayon Kumar Tarafdar, Nominee of Senate, SPAV	Member
6. Sh.K.V.Uma Maheswara Rao, Registrar, SPAV	Secretary
7. Dr.Iyer Vijayalaxmi, Professor, SPAV	Special Invitee
8. Dr.Adinarayanane, Associate Professor, SPAV	Special Invitee

MEMBERS PRESENT (Online Mode):

9. Prof.Dr.Virendra Kumar Paul, Nominee of UGC	Member
10. Sh.Pradeep Kapoor, Nominee of ITPI	Member
11. Dr.M. Ramulu, Nominee of AICTE (Online)	Member
12. Ms.Garima Sharma,IRS, Deputy Secretary to GoI Department of Higher Education, MoE, GoI (Nominee of JS, MoE)	Member
13. Mr.Narayan Singh Bisth, Deputy Secretary to GoI Department of Higher Education, MoE, GoI (Nominee of JS&FA, MoE)	Member

The Director welcomed all the members of the Board of Governors for the meeting.

The Chairperson advised the Registrar to present the Agenda items.

ITEM FOR CONFIRMATION OF MINUTES

Confirmation of the Minutes of the 39th Board of Governors meeting held on 02.01.2024 at Board Room, SPA Vijayawada.

The Minutes of the 39th Meeting of the Board of Governors held on 02.01.2024 stands approved.

Action Taken Report (ATR) on the Minutes of the 38th Board of Governors Meeting held on 02.01.2024.	
39.01	Recruitment of Non-Faculty Positions
Action Taken	The Offer of appointments were issued to the Selected Candidates for the posts of Junior Assistant and Hostel Assistant / Caretaker. The details of candidates reported for duties, placed in the Agenda Item No.40.20 for reporting.
Decision	Noted
39.02	Appointment of Registrar for a Fixed Tenure of 5 years and amendment to Offer of Appointment.
Action Taken	As per the approval and instructions of the Board, the Writ Petition No.11280 of 2021 filed by Registrar in the Hon'ble High Court of AP was withdrawn by him on 06.03.2024. The Orders issued by the Hon'ble High Court of AP are

(Handwritten signature and date)

	placed with agenda.
Decision	Noted
39.03	Sanction of the posts of Hindi Officer, Hindi Translator and Hindi Typist.
Action Taken	Vide letter dt.25.04.2024, the MoE has been requested for sanction of Posts for Hindi Department and the additional information required by the MoE has been provided vide letter dt.26.06.2024 has also been provided. Reply awaited from MoE.
Decision	Noted
39.04	Engagement of Hindi Consultant
Action Taken	Sh.K.Harish Kumar has been engaged as Hindi Consultant with a consolidated remuneration of Rs.40,000/- per month w.e.f.04.03.2024.
Decision	Noted
39.05	Minutes of the 16th Senate held on 22.08.2023
Action Taken	No action required.
Decision	Noted
39.06	Minutes of the 28th BWC held on 01.12.2023
Action Taken	No action required.
Decision	Noted
39.07	Minutes of the 23rd Finance Committee held on 02.01.2024
Action Taken	The Budget Estimate 2024-25 presented to the Dy. Secretary, IFD, MoE at New Delhi on 19.01.2024 and an amount of Rs.42Crores was sanctioned for the F.Y.2024-25.
Decision	Noted

ITEMS FOR APPROVAL

40.01	Constitution of Committee for Selection of Faculty	
Discussion	The matter related to nomination of Prof.Vidyadhar K Pathak as Visitor Nominee in 2018 and request sent to the MoE vide Letter dt.31.10.2023 for change of nomination was discussed. After detailed deliberations the Board agreed to continue with Prof.Vidhyadhar Pathak as Visitor Nominee for recruitment of Faculty against the Advertisement dt.26.06.2024.	
Decision	As per Cl.22(A)&(4) the Board considered and approved the proposal for change of Selection Committee for Recruitment of Academic Staff:	
	Sl. No.	Designation
	01	Director Chairman
	02	One Nominee of the Visitor Prof.Vidhyadhar K Pathak
	03	Two Nominees of the Board i. An expert in the field other than member of the Board i. Dr.B.N.Tripathi for Planning Posts / Dr.Yogesh K Garg for Architecture Posts ii. One from the Board Dr.Pradeep Kapoor, ITPI
	04	One Expert Nominee of Senate. (Outside the School) Nominated by the Chairperson of Senate: Prof.Rajeev Shringi, NIT Jaipur.
	05	Nominee of AICTE Prof. Kavita Dariyani

	06	HoD Concerned	HoD Planning and Architecture
	07	SC/ST Nominee	Dr.B.Nancharaiah, Professor
	08	OBC Nominee	Dr.Abdul Razak Mohamed, Retd. Professor / Dr.B.Uma Sankar
40.02	Recruitment of Jr. Superintendent and Assistant Registrar (Finance) on deputation.		
Discussion	<p>For the Post of Assistant Registrar (Finance): As per the recommendations of selection committee only one candidate Sh.V.Pavan Kumar is in the panel of selection. The matter was placed before the 39th BoG Meeting held on 02.01.2024 as Agenda Item No.39.01. The Board resolved to keep the proceedings in abeyance till clarification received from the MoE with regard to rule position on appointment of Internal Candidates of the Institute on Deputation.</p> <p>MoE vide letter No.6-03/2024-TS.VI, dated 14.10.2024 clarified that the internal candidates can apply as a fresh applicant in a direct recruitment process but not on deputation being from the same organization.</p> <p>Hence, the recommendations of the committee for recruiting the internal candidate on deputation for the Post of Assistant Registrar (Finance) on Deputation was not considered for selection by the Board.</p> <p>For the Post of Jr. Superintendent (Deputation): The recommendations of the Selection Committee dt.23.02.2024 were opened in the meeting of BoG and found that</p> <ol style="list-style-type: none"> 1. Ms. B.Swapna was the 1st candidate in the Selection List. After conducting the meeting a letter dt.11.03.2024 received from Mandal Parishade Development Officer, Chebrolu, Guntur where Ms.Swapa is working as Welfare and Education Assistant stating that the office is not willing to send her on deputation because of administrative problems and shortage of employees in their organization. Hence her candidature is not considered by the Board. 2. Mr.V.Venkata Narayana is the 2nd candidate in the Selection Panel. However, his candidature was not considered by the Board in light of the above clarification issued by the MoE vide letter dated 14.10.2024, as he is an internal candidate of SPAV. 3. Mr.V.Srinivasa Rao, is the 3rd candidate in the Selection Panel. Vide letter dt.28.02.2024, the Commissioner, Bapatla Municipality was requested to provide the copies of all the relevant documents including APARs within 20 days from the date of issue of this letter. But till date the same had not been submitted by his Office. Hence his candidature has not been considered by the Board. 		
Decision	In view of the above and after detailed deliberations, The Board directed to advertise these posts once again as per RRs.		
40.03	Recruitment of various Non-Faculty Positions.		
Discussion	The recommendation of the Selection Committee submitted in sealed covers for the various posts were opened in the meeting and all the Minutes were duly signed by the Chairman, BoG. The Board directed to re-advertise the post Graphic Designer/Senior Technical Assistant (Publication) as none of the applications were found suitable by the Screening Committee.		
Decision	The Board approved the recommendations of the Selection Committee for the following positions and authorized Director, SPAV to issue Offer of Appointment		

	to the selected candidates:		
	S.No	Name of the Post	No. of Post
	1	Section Officer	02
	2	Private Secretary	01
	3	Accountant	01
	4	Junior Superintendent (Technical)	01
	5	Technical Assistant	05
	6	Library Assistant	01
	7	Graphic Assistant/Technical Assistant (Publications)	01
	8	Workshop Supervisor / Superintendent	01
			13
	The Board also approved publication of list of selected candidates in the Website of SPAV and to intimate the Nodal Officer for Mission Mode Recruitment.		
40.04	Recruitment of Section Officer and Dy. Registrar by Departmental Promotion Committee (DPC)		
Discussion	The recommendation of the Departmental Promotion Committee submitted in sealed covers for the posts of Dy. Registrar and Section Officer were opened in the meeting and all the Minutes were duly signed by the Chairman, BoG.		
Decision	The Board approved the recommendations of the Departmental Promotion Committee for the posts of Dy. Registrar and Section Officer and authorized Director, SPAV to issue Orders as per the recommendation of the DPC.		
40.05	Age relaxation for Internal Candidates of the Institute in Recruitment		
Discussion	The matter with regard to necessity of placing the proposal for relaxation of age for internal candidates and the other candidates deputed through various manpower agencies was explained in details stating that due to delay in the recruitment process by Office, the candidates have lost their opportunity for selection, in spite of working for long period and filling the application for various vacant positions every time the advertisement was issued by the Institute.		
Decision	The Board recommended for relaxation of age up to 50years / the length of service contributed by them in SPAV whichever is earlier and to send the recommendations to Technical Bureau of MoE for approval.		
40.06	Grant of Adhoc Promotion to the Faculty and Non-Faculty Positions as per rules.		
Discussion	It was brought to the notice of the Board that the sanctioned Faculty and Non-Faculty positions in the Institute are lying vacant due to non-availability of suitable candidates, in spite of issuing Advertisements and discussed the need for granting Adhoc Promotions to the regular Internal Candidates of the Institute. The list of candidates those who are meeting the criteria for grant of Adhoc Promotion as per their eligibility will be placed before the Board for deliberation and approval.		
Decision	Board recommended for grant of Adhoc Promotion to the Faculty and Non-Faculty Positions from suitable internal candidates as per the prescribed rules and regulations of GoI and send the same to the Technical Bureau of MoE for advice.		
40.07	Detailed Project Report (DPR) Phase II for the Year 2025-30		
Discussion	The matter was discussed elaborately. The detail about the DPR Phase II that was discussed in the FC was explained to the Board with regard to the details		

	pertaining to the total existing and proposed area of construction, the area allocated per student in the Hostel etc. also advised to include the Recurring Costs in the DPR-II.
Decision	After detailed discussion and deliberations, the Board considered the recommendations of FC and approved the proposal for the draft DPR 2025-30. The details are to be submitted to the Technical Bureau of MoE for consideration.
40.08	Closure of SPAV Project on 31.08.2024
Discussion	The matter was discussed in detail. The FC was informed that two works, related to Installation of Lifts in the Hostels and Roof Covering of Cutouts are only pending in the Project and the expenditure is within the approved budget. The works are already been taken up by the CPWD and are half way for completion. As per the agreement executed with the agency, the date of completion of these works is 25.12.2024. The MoE has already been requested to extend the date of completion of Project up to 31.01.2025.
Decision	Based on the discussion, the FC recommended the above proposal and send to Technical Bureau, MoE for consideration.
40.09	Minutes of the 24th Finance Committee held on 16.10.2024
Decision	The Board approved the minutes of 24 th Finance Committee of SPAV
40.10	Minutes of 29th BWC held on 16.08.2024
Decision	The Board approved the minutes of 29 th BWC of SPAV
40.11	Minutes of 17th Senate held on 27.05.2024
Decision	The Board approved the minutes of 17 th Senate of SPAV
40.12	Conducting 8th Convocation of SPAV on 17.10.2024
Decision	The Board approved the list of Graduands who completed all academic requirements in the Academic Year 2023-2024

ITEMS FOR RATIFICATION

40.13	Extension of tenure of engagement of Visiting Doctors
Decision	The Board ratified the extension of tenure of engagement of Visiting Doctors as follows: Dr.Mazbur Rehaman up to 06.11.2024 Dr.Ch.Vamsee Krishna up to 28.02.2025
40.14	Extension of tenure of engagement of Internal Auditor
Decision	The Board ratified the extension of tenure of engagement of Internal Auditor up to 18.12.2024
40.15	Extension of tenure of engagement of Hindi Consultant
Decision	The Board ratified the extension of tenure of engagement of Hindi Consultant up to 04.03.2025
40.16	Change of Nomenclature for the post of Multi Skill Assistant, Accountant and Jr. Superintendent as "Senior Assistant"
Decision	The Board ratified the change of Nomenclature for the post of Multi Skill Assistant, Accountant and Jr. Superintendent as "Senior Assistant"
40.17	Submission of Annual Financial Statements for the year 2023-24 to C&AG for Audit
Decision	The Board ratified the Annual Financial Statements for the year 2023-24 and submitting the same to C&AG for Audit.

ITEMS FOR REPORTING

40.18	Details of Faculty and Non-Faculty Employees joined the service of SPAV on Mission Mode Recruitment.
Decision	The Board noted the same.
40.19	Termination of Lien by Sh.V.Vamsee Krishna, Jr. Supdt. and Sh.M.Venkat Ramana, MSA
Decision	The Board noted the same and directed to notify the above vacant posts along with other vacant posts.
40.20	Grant of Pay upgradation on Accelerated Promotional Benefits and Grant of Non-compounded increments for acquiring Ph.D. to the faculty while in service.
Decision	The SPAV has to constitute a committee consisting of Faculty and External Members from Institutions like NIT, IIIT etc. in order to examine the guidelines issued by the MoE vide their Speaking Order dt.17.09.2024 with regard to grant of Accelerated Promotion Policy or any other relevant item for upgradation and make suitable recommendations within one month. The recommendations of the Committee are to be placed before the next BoG, for executing the Speaking Orders issued by the MoE.


ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR

40.21	Grant of MACP to Sh.P.Pramod, AE and Sh.N.Rajeev, JE on completion of 10 Years of service.
Discussion	The meeting of Departmental Promotion Committee (DPC) was held on 07.05.2024 for grant of MACP (Modified Assured Career Progression) after completion of 10 years of service to Sh.P.Pramod, AEPO and Sh.N.Rajeev, JE. The recommendations of the DPC are placed in sealed envelopes and opened before the Board for deliberation and taking suitable decision in this regard
Decision	The Board approved the recommendations of the Departmental Promotion Committee for grant of MACP to Sh.P.Pramod, AE and Sh.N.Rajeev, JE on completion of 10 Years of service and issue orders accordingly.
40.22	RTI Transparency Audit in respect of SPA Vijayawada for FY.2023-24.
Discussion	This is to inform the Board of Governors of SPA Vijayawada that RTI Cell of SPA Vijayawada is coordinated by the CPIO, APIO (Admin matters) and APIO (Academic Matters), with a First Appellate Authority. All institutions or Public Authorities which come under the purview of RTI Act, 2005, are required to submit the following to the CIC from time to time, for every completed financial year. Quarterly returns online after completion of every quarter of a given financial year Self Appraisal form of Transparency Report, duly filled. Audit of the Self Appraisal through a Third Party which is a Government Training Institute under the Central / State Government TP Audit is a remunerative work which will be undertaken by Government Training Institutes under the Central / State Government. Quotations were invited from eligible institutions as per the information provided by the CIC and/or the list placed on the website of Central Information Commission (in the SPAV logged-in page). Accordingly, the TP Audit task was entrusted to the L1. Details of the TP audit undertaken in the immediately preceding two financial years are as given in the table below:

(Handwritten signature and date)
6/12/24

	Financial Year	Name of the TP Audit organization	Score as per SPAV Self Appraisal	Final Score as per the TP Audio Score
	2023-24	The National Institute of Technical Teachers' Training & Research (NITTTR), Chandigarh	950 out of 950, i.e., 100.00%.	858 out of 925, i.e., 92.75%.
	Placed for kind information of the Board.			
Decision	The Board noted the same.			

The meeting ended with vote of thanks to the Chair.



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