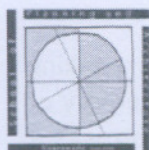


---

# Minutes of the Meeting

## *Eleventh* Meeting of the Board of Governors

*November 01, 2011 at 03.00 PM at ITPI., New Delhi*



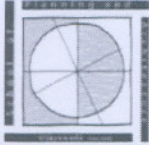
### **School of Planning and Architecture: Vijayawada**

(Established 2008 by Ministry of Human Resource Development, Government of India)

S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India

Camp Office: Acharya Nagarjuna University Campus, Nagarjuna Nagar, Dist. Guntur, A.P-522 510, India





## School of Planning and Architecture: Vijayawada

(Established 2008 by Ministry of Human Resource Development, Government of India)

S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India

Camp Office: Acharya Nagarjuna University Campus, Nagarjuna Nagar, Dist. Guntur, A.P-522 510, India

### Eleventh Meeting of the Board of Governors of SPAV scheduled on November 01, 2011 at 03.00 PM at ITPI., New Delhi, India

#### Members Present:

S.No.	Name	Member / Chairman / Special Invitee
1	Sri Mahendra Raj	Member & Chairman for this meeting
2	Sri D.S.Meshram, President, Institute of Town Planners, India	Member
3	Ar. Prafulla Karkhanis, President, Indian Institute of Architects	Member
4	Dr. K.P. Isaac, Member-Secretary, All India Council for Technical Education	Member
5	Sri Rajesh Singh in place of Shri N.K. Sinha (Addl. Secretary-TEL, DHE, MHRD)	Member
6	Sri Navin Soi, Director, Finance (IFD) in place of Shri A N Jha, Joint Secretary & Financial Advisor (HRD), GoI	Member
7	Ar. Balbir Verma	Member
8	Sri R. Srinivas in place of Sri J.B Kshirsagar, Chief Planner, TCPO, MoUD, GoI	Member
9	Prof. (Dr.) Ramesh Srikonda Professor and Head, Dept. of Architecture, SPAV	Member [representing Prof. (Dr.) Shovan K Saha, Director, SPAV]
10	Prof. (Dr.) Ayon K Tarafdar Associate Prof. and Head, Dept. of Planning, SPAV	Member
11	Prof. Venkata Krishna Kumar Sadhu Registrar, SPAV	Secretary

As per an earlier e-mail dt. October 28, 2011 of Prof. SK Khanna, Chairman of BOG Director, SPAV had requested Prof. (Dr.) Ramesh Srikonda, Member-BoG to represent him in the XI BoG meeting because he had to attend a meeting with Hon'ble Minister of State, HRD scheduled on Nov. 01, 2011, at Vijayawada.

Prof. (Dr.) Ramesh Srikonda represented the Director, SPAV and informed the Members that Prof. S.K. Khanna, Chairman, BoG had conveyed his inability to attend and Chair the meeting due to unavoidable circumstances. As provided in the MoA, in the absence of the Chairman, the Members present are required to nominate one of the Members of the BoG to chair the meeting. It was unanimously decided to request Sri Mahendra Raj to chair the meeting. Sri Mahendra Raj agreed and chaired the meeting.

Sri M.G GopallIAS, Principal Secretary, Department of Higher Education, Govt. of Andhra Pradesh, Dr. Dev Swarup (Joint Secretary, UGC) and Sri N.K. Sinha, Addl. Secretary (TEL), Department of Higher Education] regretted their inability to attend the meeting, due to prior commitments.

The Chairman welcomed the members and Special Invitee of the BOG and thereafter before taking up the agenda items requested the members to observe one minute's silence the memory of Mr Vinay Parelkar. Immediate Past President of the Indian Institute of Architects, who was a member of the BOG, and who had passed away on 21<sup>st</sup> October, 2011 in Mumbai.

The Board observed one minute's silence and decided to send a Letter of Condolence to Mr. Parelkar's family

*[Handwritten signature]*



MINUTES

Item # 1	To confirm the Minutes of the Tenth Meeting of the Board of Governors of SPAV held on August 05, 2011 at SPAV campus, Vijayawada
----------	--

**Director, SPAV** informed the Members that Minutes of the *Tenth* Meeting of the Board of Governors of SPAV held on August 05, 2011 at SPAV campus, Vijayawada as approved by the Chairman were circulated to the Members of the BoG on Sept. 08, 2011. No comments were received till date in this regard. The said Minutes were presented in **Annexure-I** of the *Agenda Notes of this meeting held on Nov. 01, 2011* for favour of confirmation of the Members.

*As no comments had been received earlier, and no comments were forth coming from the members present in the meeting, Minutes of the Tenth Meeting of the of the Board of Governors of SPAV held on August 05, 2011 at SPAV campus, Vijayawada were confirmed as presented vide Annexure – I of the Agenda Notes of this meeting held on Nov. 01, 2011 at New Delhi.*

Item # 1a	To present the ATR on the Minutes of Tenth Meeting of the Board of Governors of SPAV held on August 05, 2011 at SPAV campus, Vijayawada
-----------	---

**Director, SPAV** informed the Members of the Action Taken on the Minutes of Tenth Meeting of the Board of Governors of SPAV held on August 05, 2011 at SPAV campus, Vijayawada.

*The Board noted the actions taken on the Minutes of the Tenth Meeting of the Board of Governors of SPAV held on August 05, 2011 at SPAV campus, Vijayawada, as presented. The Board also approved the request of the Director, SPAV that three consecutive resolutions succeeding Resolution No. 45 and preceding Resolution No. 47 of the Minutes of Tenth Meeting of the Board of Governors of SPAV held on August 05, 2011 at SPAV campus, Vijayawada, which were inadvertently numbered as Resolution no. '46', Resolution no. '46' and Resolution no. '46' be corrected as Resolution no. '46A', Resolution no. '46B' and Resolution no. '46C' respectively.*

Item # 2	To consider and approve the Annual Report of SPAV for 2009-10 F.Y (for the period ending March 31, 2010)
----------	--

**Director, SPAV** informed the Members that Annual Accounts of 2009-10 F.Y which had earlier been audited by CAG had been presented to the BOG meeting held on 14<sup>th</sup> June, 2011. But at that time the Annual Report of 2009-10 was not ready and had not been presented. The Board, in that meeting, had observed that the Annual Report and the Audited Accounts of F.Y 2009-10, together, be presented in the next meeting of BOG. Accordingly these documents are presented for ratification by the Board, before these are presented in the AGM, scheduled to be held on November 03, 2011.

*After elaborate discussions, the Board approved the Annual Report and Audited Annual Accounts of SPAV for F.Y. 2009-10 and recommended that these be presented in the AGM scheduled to be held on Nov. 03, 2011 at New Delhi*

Item # 3	To consider and approve the Annual Accounts of SPAV for 2010-11 F.Y (for the period ending March 31, 2011)
----------	--



**Director, SPAV** informed the Members that Annual Accounts of SPAV and Internal Audit Report for 2010-11 F.Y (for the period ending March 31, 2011) are presented in Annexure – III and Annexure – IV respectively as recommended by the Finance Committee vide Agenda Item no. 2 of the IV Finance Committee meeting on 01.11.2011, for favour of consideration of the BoG.

*After elaborate discussions regarding Annual Accounts as well as Internal Audit Report, the Committee requested the Director, SPAV to suitably address the observations and comments given by the Internal Auditors, on the basis of the detailed discussions held in the Finance Committee as reported by the Director to the BOG members. With these comments the Board approved the Annual Accounts of SPAV for 2010-11 F.Y as presented.*

Item # 4	To consider and approve the proposed Recruitment Regulations and emoluments for Contract faculty (as Contract Professors/Exchange Visitors/Consultants)
----------	---

**Director, SPAV** informed the Members that this item was presented to the Finance Committee vide Agenda Item no. 3 in the IV FC meeting held on Nov. 01, 2011 at New Delhi. The Finance Committee has suggested modifications to the proposal and the same was not approved as presented. Hence, this item may be considered as 'withdrawn' from the Agenda of this BoG meeting.

*As requested by the Director, the Board allowed withdrawal of this Item.*

Item # 5	To consider and approve the estimated cost of Four Labs in Architecture and Planning departments of SPAV
----------	--

The Board considered the estimated cost of Four Labs in Architecture and Planning departments of SPAV and observed that the Cost of equipment may vary from the date of preparation of estimate to the date of actual procurement. Hence, the Board advised the Director to constitute a technical advisory committee for preparation of a comprehensive list of equipments and prepare an estimate based on the prevailing costs.

After elaborate discussions, the Board unanimously resolved as follows:

**RESOLUTION NO.: 48**

*The Board unanimously resolved that the estimated cost of Four Labs in Architecture and Planning departments of SPAV totaling to INR 1.09 Crore is approved subject to compliance of standard procurement procedures and recommendations of the Technical Advisory Committee to be constituted by the Director.*

Item # 6	To consider and approve payment of additional remuneration to the staff of SPA New Delhi
----------	--

After elaborate discussions, the Board unanimously resolved as follows.

**RESOLUTION NO.: 49**

*The Board unanimously resolved that additional remuneration may be released to each of the 24 persons as proposed by SPA, New Delhi through their letter dated February 14, 2011, placed at Annexure –VIIC as presented in Annexure – VIIC. The Board also approved the payment of additional remuneration to Sri NK Sharma as presented in Page 2 of Annexure – VII D, i.e., on the basis of 20% of his incumbent pay as Asst. Registrar, SPA New Delhi. The Board also authorised*



*the Director, SPAV to release additional remuneration to Mr. Kishori Lal and Prof. Vinay Maitri, subject to the claim being not more than the approved '20% of Basic Pay', upon receipt of relevant calculation from SPA New Delhi.*

Item # 7	To consider and approve the proposed remuneration to the Faculty members of SPAV who are discharging additional responsibilities in the capacity of Hostel Warden, Controller of Examinations, Academics and Admissions Coordinator etc.
----------	--

The Board observed that all faculty members of SPAV have been handling additional non-teaching responsibilities owing to shortage of non-faculty members. The said situation is expected to improve in a year's time, approximately.

After elaborate discussions, the Board unanimously resolved as follows:

**RESOLUTION NO.: 50**

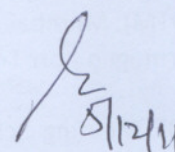
*The Board unanimously resolved that all the faculty Members of SPAV may be paid additional remuneration @ Rs. 2,500/- p.m w.e.f from the date of joining till Oct. 31, 2012 as a special consideration for handling additional non-teaching responsibilities owing to shortage of non-faculty members,. However, payment for the subsequent period may be made only to such faculty members handling additional responsibilities outlined in MHRD Letter Ref. no. F.No.1-1/2010-TS.I applicable in case of Deputy Director, Deans, Wardens and Assoc. / Asst. Wardens (and amendments, if any, made from time to time in this regard)*

Item # 8	To consider and approve the revised Cost of procurement of Furniture required for Students for 2011-12 A.Y
----------	--

**Director, SPAV** informed the Members that the revised Cost of procurement of Furniture required for Students for 2011-12 A.Y is **Rs. 49,41,301/-** (Rupees Forty Nine Lakh Forty One Thousand Three Hundred One only), i.e, **Rs. 4,41,301/-** (Rupees Four Lakh Forty One Thousand Three Hundred One only) over and above the budget approval of Rs. 45 Lakh, with the percentage change against each of the Six Items and total amount as shown in the table below, as per standard procurement procedures adopted:

Item S.No.	Name of the Item	No. of units required	Estimated Unit Cost (in Rs.)	L1 Rate (in Rs. per unit)	Total Actual Financial Implication as per L1 (Rs.)	% Change
1.	Drafting Table	345	5000	6,183.00	21,33,135.00	23.66
2.	Group Disc' Table	06	18,000	7,786.00	46,716.00	(-) 56.74
3.	Stools	134	1000	1,144.00	1,53,296.00	14.4
4.	Almirah/Cupboard	244	5300	6,200.00	15,12,800.00	16.9
5.	Cots	191	3200	3,378.00	6,45,198.00	5.5
6.	Chairs (Type B)	233	2000	1,932.00	4,50,156.00	(-) 3.4
<b>Total</b>					<b>49,41,301.00</b>	<b>9.81</b>

After elaborate discussions, the Board unanimously resolved as follows:





**RESOLUTION NO.: 51**

**The Board unanimously resolved that the revised cost of Rs. 49,41,301/- (Rupees Forty Nine Lakh Forty One Thousand Three Hundred One only) for procurement of each item of the furniture as presented above, is approved..**

Item # 9	To report the meeting of the Committee on Papers laid on the Table, Rajya Sabha, on 27.09.2011 at Hyderabad, India
----------	--

**Director, SPAV** to informed the Members that a meeting of the following Ten Member Parliamentary Committee on Papers Laid on the Table (**COPLLOT**), Rajya Sabha was held on 27.09.2011 at Hotel Grand Kakatiya, Hyderabad with the officers of School of Planning and Architecture, Vijayawada:

S.No.	Name of the COPLLOT Member	S.No.	Name of the COPLLOT Member
1	<b>Sri Tariq Anwar</b> - Chairman	6	Sri K.B Shanappa
2	Sri G. Sanjeeva Reddy	7	Smt. Gundu Sudharani
3	Dr. E.M. Natchiappan	8	Sri Mahmood A Madani
4	Dr. Vijayalakshmi Sadho	9	Dr. Barun Mukherjee
5	Sri Vijaykumar Rupani	10	Dr. Ashok S Ganguly

The objective of the meeting was to discuss issues relating to the delayed laying of Annual Reports, Audited Accounts and Audit Report for the year 2008-09 of the School of Planning and Architecture, Vijayawada in both the Houses of Parliament. A questionnaire in this regard was sent by DHE-MHRD which was duly filled and submitted to the meeting Secretariat through MHRD, prior to the meeting.

Following Officers of SPAV and DHE-MHRD attended the meeting as scheduled:

S.No.	Name of the COPLLOT Member
1	<b>Prof. (Dr.) Shovan K Saha, Director, SPAV</b>
2	Prof. (Dr.) Ramesh Srikonda, Professor and Head, Dept. of Architecture, SPAV; <i>Representative/Coordinator of SPAV for COPLLOT</i>
3	Prof. (Dr.) Ayon K Tarafdar Associate Professor and Head, Dept. of Planning, SPAV
4	Prof. Venkata Krishna Kumar Sadhu, Registrar
5	Sri B.K. Bhadri, Asst. Educational Adviser (TEL); <i>Representative/Coordinator of MHRD for COPLLOT</i>

Director, SPAV made a Power Point presentation on the activities and working of the School since its inception in 2008-09 till date and the team of representatives of SPAV provided replies to the questions raised by the COPLLOT. The COPLLOT appreciated the efforts of SPAV and also advised to submit Annual Reports for the subsequent years, soon.

The COPLLOT meeting was also held to discuss similar issues with representatives of the following organizations:

- M/s. AP Agro Industries Corporation Limited, b) M/s. Hyderabad Pharma Infrastructure and Technologies Ltd., and c) M/s. Salarjung Museum at Hyderabad on 27.09.2011;
- Fair Business Practices, Mumbai, e) O/o. Controller general of Patents Designs and Trademarks (CGPDTM), Mumbai and f) Project Export Promotion Council, Mumbai at Mumbai on 28.09.2011; &
- Mormugao Port Trust, Goa and h) Goa Complex Ltd., Panaji at Goa on 29.09.2011

COPLLOT Meeting Schedule / Circular (original and revised) & Protocol orders in connection with COPLLOT meeting, duly filled questionnaire submitted by SPAV to the COPLLOT was presented in

*5/12/11*



## MINUTES

**Annexure – IX** of the Agenda Notes of this meeting held on Nov. 01, 2011, for favour of kind information of the Members of the Board.

**The Board took note of the information as presented above.**

	Any other Item with the permission of the Chair	--
--	---	----

Under any other item, **Director, SPAV** sought approval of the Board of the following items:

a) for procurement and installation of Fire Fighting system at SPAV campus in Nidamanuru, Vijayawada at an estimated expenditure of INR 25.0 Lakh as recommended by the Finance Committee in the IV FC meeting held on Nov. 01, 2011 at New Delhi.

**The Board deliberated the above item and gave approval and authorised the Director, SPAV to take appropriate action regarding the matter.**

b) Report regarding Purchase of Softwares for Architecture and Planning departments of SPAV till date, as follows:

S.No.	Name of the Software	Amount	Date of Payment
1	MS Office & Kaspersky Antivirus	3,60,964	31-3-2010
2	Auto Desk	13,14,313	30-12-2009
3	NIIT GIS (Planning Dept)	12,68,800	25-01-2010
4	ERDAS (Planning Dept)	43,81,878	07-06-2010
5	Tally Accounts	40,000	15-11-2010
	<b>Total</b>	<b>73,65,955</b>	

**The Board deliberated the above item and ratified the same.**

As there was no other items for discussion, the meeting ended with a vote of thanks to the Chair.

