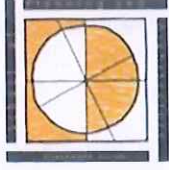


School of Planning and Architecture: Vijayawada
An Institute of National Importance, MHRD, Government of India
ITI Road, Vijayawada – 520008, Andhra Pradesh, India

*Minutes of 34th Meeting of the
Board of Governors*

**Held on October 05, 2021 at 12:00 Hrs.
onwards in Blended Mode**

Venue: ITPI Conference Hall, New Delhi



School of Planning and Architecture: Vijayawada
An Institute of National Importance, MHRD, Government of India
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Andhra Pradesh, India

Minutes of the 34th Meeting of the Board of Governors of SPAV held by blended mode on October 05, 2021 at 12.00 pm.

Following Members were present:

S.No.	Name	As
1.	Sh.Satish Chandra, I.A.S. Special Chief Secretary, Department of Higher Education, (Nominee of Government of Andhra Pradesh)	Chairperson & Member
2.	Shri Pradeep Kapoor, Nominee of ITPI	Member
3.	Ar.Abhijit Shirodkar, Nominee of CoA	Member
4.	Prof. (Dr.) Minakshi Jain, Director, SPA Vijayawada	Member
5.	Sh.Pawan Kumar, Under Secretary, MoE, Govt of India (On behalf of JS, MoE)	Member
6.	Dr.Adinarayanane R, Nominee of Senate, SPA Vijayawada	Member
7.	Dr. Amitava Sarkar, Nominee of Senate, SPA Vijayawada	Member
8.	Sh.K.V.Uma Maheswara Rao, Registrar, SPA Vijayawada	Secretary

Newly nominated members to the Board, Prof.V.K.Paul, Nominee of UGC and Ar.Abhijit Shirodkar, Nominee of CoA were welcomed by the Registrar, SPAV.

Prof.V.K.Paul, Nominee of UGC and Dr.Amit Vishwasrao Salunkhe, Nominee of AICTE couldn't attend the meeting.

Members present in the meeting decided to nominate Sh. Satish Chandra, IAS, Special Chief Secretary, Dept. Of Higher Education, Govt. of AP to preside over the meeting as Chairperson of the Board in accordance with Cl.14(V) of SPAs Statutes 2016.

The Director, SPAV requested the Registrar to present the Agenda items for discussion.

Confirmation of the Minutes of the 33rd Board of Governors held on 12th May 2021 through Virtual Mode

The minutes of the 33rd BoG were circulated to all the members through email dated May 28, 2021. Since no comments have been received, hence the Minutes of the 33rd BOG Meeting held on May 12, 2021 through virtual mode stand approved.

Minutes of 34th Board of Governors Meeting conducted by blended mode on October 05, 2021 at

*ITPI, New Delhi
(Page No. 2)*

	Action taken on 32nd Board of Governors Meeting
Item#32.4	Developmental works of Auditorium.
Action Taken	As per the approval of BoG, the Developmental Works of Auditorium were dropped from the MoU with BSNL as the term of present Director is going to end on 17-11-2021. Hence the Development work of Auditorium may start after the joining of the New Incumbent.
Decision of 34 th BOG on Action Taken	Board Noted the same and suggested to initiate the work with CPWD, whenever the regular New incumbent joins.
Item#32.5	Decision pertaining to release of balance fee to the Architect.
Action Taken	The matter has been intimated to the Architect to submit his representation for consideration of the Board. ANNEXURE - II. No response has been received from the Architect. Even the GRIHA Compliance report and As Built Drawings have not been submitted by the Architect till date. This is placed for the information of the Board and necessary directions.
Decision of 34 th BOG on Action Taken	The Board Noted the same. The matter shall be dealt by CoA Nominee Ar.Abhijit Shirodkar through CoA President. The letters already forwarded to the consultant Architect are to be sent to Ar.Abhijit Shirodkar for necessary action.
	Action taken on 33rd Board of Governors Meeting
Item#33.1	Recruitment of Regular Non-Teaching staff and Age-relaxation for non-teaching staff of SPA Vijayawada.
Action Taken	As per the decision of the Board the modification of RRs in line with the DoPT orders/guidelines is in the process. Recruitment Notification for the post of Section Officers (02 Nos.) on contract basis was released on 02.07.2021. Suitable candidates could not be found Further the Registrar SPAV raised an objection for engaging Section Officers on direct contract with SPAV by citing it not in conformity with the provisions of various labor laws like Contract labor (Regulation and Abolition) Act as social security measures like ESI and PF etc will not be provided to them by SPAV. In case of any eventuality, SPAV will be held responsible. (ANNEXURE- III) The advertisement inviting applications on deputation was also published on SPAV Website on 19.08.2021 for the posts of Section Officers (02), Jr.Superintendent (01) and Personal Assistant (01) on deputation basis as per the provisions in the Statute/DoPT guidelines. If there is a clash between the Statutes and DoPT rules, then DoPT rules shall prevail. The copy of advertisement has also been circulated to other Institutions like

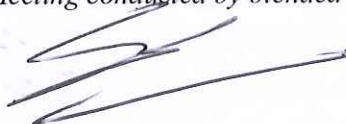
	<p>NIT, IIT, IISER, SPAs and other CUs.</p> <p>In this regard, the subsequent advertisement was issued on 26.08.2021, in response to this 34 applications have been received by SPAV. Out of which the various non-teaching contractual positions which are summarized as below have applied.</p> <p>Section Officer - 05; Personal Assistant - 08; Accountant - 10; Jr. Superintendent – 08; Miscellaneous – 03; and the same has not been scrutinized.</p> <p>The recruitment process has been deferred. All the relevant papers are handed over to Sh. Sai Diwakar, AR, he being the initiator of the file.</p>
Decision of 34 th BOG on Action Taken	The Board Noted the same and After discussion and deliberation, the Board decided to defer all recruitment process till New Regular Director joins at SPAV.
Item#33.2	Constitution of Departmental Inquiry Committee against Prof. M.Kailasa Rao, Professor.
Action Taken	<p>As per the approval of the Board, Shri B. Seshasayana Reddy, Retd. Justice of Hon'ble High Court of Andhra Pradesh has been appointed as Inquiry Officer and Sh. P Prasanth Vardhan, Assistant Professor, Planning and Sh. M.Janardhana Reddy are nominated as Presenting Officers to conduct the Inquiry on the matter. The Report has been received on 02-09-2021.</p> <p>The item is taken up as an Agenda item No. 34.7</p>
Decision of 34 th BOG on Action taken	Board noted the same.
Item#33.3	No Objection Letter for applying for the post of Associate Professor at NTNU (Norwegian University of Science and Technology), Norway in respect of Dr. Ayon Kumar Tarafdar, Associate Professor.
Action Taken	As per the approval of the Board, No Objection Certificate, NOC was issued to Dr. Ayon Kumar Tarafdar, Associate Professor for applying to the post of Associate Professor at NTNU (Norwegian University of Science and Technology), Norway. The Board is requested to close the item.
Decision of 34 th BOG on Action Taken	Board Noted the same and directed to inform Dr.Ayon Tarafdar that in the event of his selection for the post, he is required to submit his resignation from his post of Associate Professor in SPAV. Registrar need to ensure that the decision of the Board to be communicated to Dr. Ayon Kumar Tarafdar.

Item#33.4	Establishment of Internal Audit Wing for SPAV with Permanent/ Contractual staff.
Action Taken	<p>Sh. K. Sekhar Babu, Retd. Sr. Dy. Accountant General (Audit), C & AG has been engaged as Internal Auditor of SPAV w.e.f.15.06.2021. As his services have been found good, hence his approval for the extension for another 06 month may be accorded as per the Statute Clause No.22(8)</p> <p>The Board is requested to accord the approval.</p>
Decision of 34 th BOG on Action Taken	<p>Board noted the engagement of Sh. K. Sekhar Babu, Retd. Sr. Dy. Accountant General (Audit), C & AG as Internal Auditor at SPAV and accorded approval for extension of tenure of the incumbent for a further period of six months.</p> <p>The Board further assigned the responsibility to the Internal Auditor for making Standard Operating Procedure (SoP) for smooth administrative functioning through establishing the procedure of movement of the Files, related to all administrative matters.</p> <p>The SoP prepared by the Internal Auditor to be placed for compliance in the next meeting of the Board for consideration and approval.</p>
Item# 33.5	Composite Transfer TA to the Registrar SPAV
Action Taken	<p>Accordingly, a Corrigendum was issued on 07.06.2021 to Sh. K. V. Uma Maheswara Rao, Registrar, SPAV. The corrigendum is attached as (ANNEXURE-IV)</p> <p>Based on the Letter, Sh. K.V. Uma Maheswara Rao, Registrar filed a Writ Petition No.11280 of 2021 in the Hon'ble High Court of Andhra Pradesh with the following prayer:</p> <ol style="list-style-type: none"> 1. To treat his appointment as Tenure for a period of 5 (Five) years. 2. Set aside the Advice Letter/ Administrative Order. 3. Payment of Composite Transfer Grant as mentioned in the Offer of Appointment. <p>As per the approval of the 33rd Board Meeting his claim for CTG has been acceded to and accordingly paid as per the rules.</p> <p><i>However, the Hon'ble Court in his order has mentioned that "Any action that is necessary will be taken in accordance with the service conditions and the conduct rules. Since the said undertaking is given, this Court is of the opinion that interference at this stage is not called for"</i></p> <p>The Counter affidavit with regard to the Writ petition has been filed.(ANNEXURE-V)</p>

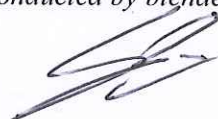


Decision of 34 th BOG on Action Taken	<p>Board was informed that an amount of ₹1,49,404/- was reimbursed to the Registrar towards CTG.</p> <p>In view of the writ petition filed by the Registrar; The Board was apprised that as per the order of the <i>Hon'ble Court</i>, any action that is necessary can be taken in accordance with the service conditions and the conduct rules. The Counter affidavit has already been filed by the Institute.</p> <p>The Board Noted the Action taken by the Institute.</p>
ITEMS FOR REPORTING	
Item#33.6 (R)	Premature repatriation of AR(Finance) employed through deputation
Action Taken	Vide letter SPAV/Estt/PFI0/SRU/5/2020/12654 dt.28.04.2021 (the lending organization RSVP, Tirupati has been intimated that the request for his repatriation will be considered after the joining of the new incumbent in the Institute. However the report of the Committee regarding the repatriation of Sh.U Sambasiva Rao is attached for the kind perusal of the Board.
Discussion & Decision of 34 th BOG on Action Taken	<p>As the Committee has not submitted the Report so far, the Board was informed that Sh.U.Sambasiva Rao is pressing hard for his premature repatriation to his parent organization at the earliest.</p> <p>The Board agreed for his relieving and instructed SPAV to issue advertisement for filling the post of Asst. Registrar (Finance) on Deputation as per Recruitment Rules of SPAV.</p>
Item#33.12 (T) a)	Sub: Regarding services of Doctor for SPAV
Action Taken	<p>As per the decision taken by the Board the services of Dr. Mujibur Rehman Shaik has been engaged Vide letter no. dt.07.06.2021, (ANNEXURE-VII) as Authorized Medical Attendant in SPAV. Dr. Rehman has joined the duties on the same day i.e on 07-06-2021.</p> <p>The Board is requested to close the item.</p>
Decision of 34 th BOG	Board noted the same and closed the item.
Item#33.12 (T) b)	Sub: Regarding services of Legal Advisor/ Standing Council for SPAV
Action Taken	As per the directions of the Board, Smt. A.V.S. Laxmi, Advocate has been appointed as Legal Advisor / Standing Counsel of SPAV, vide LetterNo.10/SPAV/Estt/L.A./19-20/12678, dt.07.06.2021.(ANNEXURE-VIII) Since Dr. PB Vijaya Kumar has been designated as senior Advocate by the Hon'ble High Court and the senior Advocates cannot file a

	<p>Vakalatnama in any Court or Tribunal as mentioned in the Advocates' ACT. Therefore, the wife and Colleague of Dr. PB Vijaya Kumar has been appointed as Standing Counsel of SPA Vijayawada. Nevertheless Dr. PB Vijaya Kumar senior Counsel is personally appearing and arguing every case on SPAV's request. At present there are 4-5 legal cases going on to which Dr. PB Vijaya Kumar is defending, hence at this stage any change of the Standing Counsel is not advisable and may not be in the interest of SPA Vijayawada.</p> <p>The Board is requested to consider the continuation of Mrs.AVS Laxmi spouse and Colleague of Dr. PB Vijaya Kumar and also continuation of Dr.P.B.Vijaya Kumar, on payment of Sr. Adv. Fee.</p>
Decision of 34 th BOG on the Action Taken	<p>After detailed deliberation and discussion, the Board agreed for continuation of Ms..A.V.S.Lakshmi spouse and colleague of Sh. PB Vijaya Kumar as Standing Counsel for further period, until the following newly constituted Committee recommends the Panel for the Standing Counsel for SPAV, for the consideration and approval of the BoG</p> <ol style="list-style-type: none"> 1. Sh.Pawan Kumar, Under Secretary, MoE, Gol 2. Sh. Pradeep Kapoor, Nominee ITPI and Board Member 3. Nominee from the State Govt. 4. Dr.Adinarayanane, Associate Professor, SPAV and Board Member
	Highlights of administrative functioning of the Institute
Action Taken	This item is taken up as an Agenda item No. 34.8
Decision of 34 th BOG on the Action Taken	The Board Noted the above item.
AGENDA ITEMS FOR APPROVAL	
Item#34.1	Nomination of BWC and Finance Committee Member from the representatives of BOG.
Discussion	The Board was requested to nominate a member of the Board to the BWC and Finance Committee in accordance with Cl.No.12(1)(iii) and Cl. No. 10(1)(v) respectively of SPAs Statutes 2016.
Decision of 34 th BOG	Sh. Pradeep Kapoor, ITPI nominee to Board, was chosen as the Member of Finance Committee as per Statutes Clause No. 10(1)(v) and Ar. Abhijit Shirodkar, CoA nominee to Board for the BWC of SPAV as per Statutes Clause No. 12(1)(iii).



Item#34.2	Resignation of Ms.Jivantika Satyarthi, Assistant Professor in the Dept. of Planning on personal grounds to pursue higher studies abroad.
Discussion	The matter with regard to resignation of Ms.Jivantika Satyarthi, Asst. Prof. with a request to accept her resignation and relieve her w.e.f. 09.08.2021 and waiving of an amount of Rs.1,02,144/- paid in lieu of shortage of notice period was discussed in detail.
Decision of 34 th BOG	The Board accepted her resignation w.e.f. 09.08.2021. However her request for waiving of amount paid in lieu of shortage of notice period was not acceded to by the Board, being against the rule.
Item#34.3	Composite Transfer Grant to Director, SPA Vijayawada
Discussion	The matter was discussed in detail. The Director apprised that her term is going to end on 17.11.2021. As per the Clause 17(2) of SPA Statutes, the Director is eligible for TA and CTG. The Director however shall apply for such grant and other permissible allowances upon completion of the term.
Decision of 34 th BOG	The Board considered the request to accord permission to claim the Transfer Travelling Allowance. SPAV would honour the claim of TA and CTG of Prof. Dr. Minakshi Jain after completion of the term of the Director, as and when due; the same shall be claimed and reimbursed accordingly.
Item#34.4	Approval for the Annual Report along with Audited Accounts of SPAV for 2019-20
Decision of 34 th BOG	Approved by the Board as per the recommendations of Finance Committee Vide item No. 20.1
Item#34.5	Approval for the Annual Accounts for 2020-21
Decision of 34 th BOG	Approved by the Board as per the recommendations of Finance Committee Vide item No. 20.2
Item#34.6	Approval/Ratification for the Budget Estimates for 2021-22
Decision of 34 th BOG	The Board accorded its approval / ratification for the Budget Estimates for SPAV for the year 2021-22 at Rs.47.87 crore as recommended by FC Vide item No. 20.3
Item#34.7	Submission of the Deptt. Inquiry Report by the Inquiry officer for Prof.MKailasa Rao
Discussion	It was informed by the Director to the Board that Sh.Seshasayana Reddy, Retd. Justice of Hon'ble High Court of AP was nominated as Inquiry Officer. The Inquiry Report was submitted by him on 02.09.2021 and the contents were read by the Director. The following two charges were proved against Prof. M.Kailasa Rao, Department of Architecture, SPAV: i) He was unauthorisedly absent from duty without any sanctioned leave wef 02.12.2019 to 15.12.19 ii) He left the country without permission during the period



	02.12.2019 to 15.12.2019 The Board was requested to deliberate and decide the quantum of punishment with regard to imposing Penalty under contravening Rule 3(1)(iii) of CCS (Conduct Rules) 1964. The various punishments under Major Penalty were discussed.
Decision of 34 th BOG	After detailed discussion, the Board decided to cut two increments with cumulative effect for Prof.Kailasa Rao.
Item#34.8	Submission of the Inquiry Report by the Committee constituted for administrative working of the Institute
Discussion	Prof. Dr. K Rama Mohana Rao was included as a member of the Committee on the request made by two members. Dr. K. Rama Mohana Rao, Vice Chairman, Andhra Pradesh State Council of Higher Education, Government of Andhra Pradesh and Dr. Amit Vishwasrao Salunkhe (AICTE Nominee) visited SPAV campus on September 6th & 7th, 2021 in accordance to the decision of the 33rd BoG meeting and Shri Satish Chandra was appraised the proceedings on real time basis and discussed all the matters. The Board was further informed that the Report from the Members has not yet been submitted. The Board was requested to ratify the inclusion of Prof. K. Rama Mohan Rao, APSICHE Vice Chairman as the third member in the already existing Committee. The Committee was requested to submit its report
Decision of 34 th BOG	The Board ratified the inclusion of Prof. K. Rama Mohan Rao, APSICHE Vice Chairman as the third member in the already existing Committee to look into the Administrative functioning of the Institute. The Committee was requested to submit its inquiry report within 07-10 days. For further course of action by the Board, the report may either be circulated or an emergent meeting of Board may be called.
Item#34.9	Grant of Extra Ordinary Leave for Dr.Lilly Rose, Associate Professor,Deptt. Of Architecture.
Discussion	The matter with regard to request of Dr. Lilly Rose, Associate Prof. for grant of Leave for a period of one year from 18.10.2021 to 17.10.2022 on personal and health grounds was discussed. The Board was also informed that the HoD of Architecture Dept. vide his letter dt.28.09.2021 intimated that it is difficult to run classes in the absence of Senior Faculty as leave she applied for is in the middle of Academic Calendar. Also Dr.Lilly Rose is functioning as Dean(Acad.)
Decision of 34 th BOG	The Board did not consider her request for sanction of long leave for one year, as she has not completed the requisite number of 05 years in service in the Institute, required to make her eligible for EoL.



ITEMS FOR REPORTING AND RATIFICATION	
Item#34.1(R)	Minutes of 11th Senate Meeting
Decision of 34 th BOG on 34.1(R)	The Board ratified the Minutes of the 11 th Senate Meeting, duly recommended/ approved by the Senate, following the rule positions.
Item#34.2(R)	Minutes of 26th Building and Works Committee
Decision of 34 th BOG on 34.2(R)	Board ratified the Minutes of the 26 th BWC Meeting as recommended by the Building and Works Committee.
Item#34.3(R)	Leave Salary and Pension Contribution to Director SPA Vijayawada
Decision of 34 th BOG on 34.3(R)	The Board ratified the remittance of Leave Salary and Pension Contribution made by SPA Vijayawada to NIT Hamirpur(HP) from the date of reporting by Prof. Dr. Minakshi Jain and accorded its approval for the amount payable till the last day of service at SPAV.
Item#34.4(R)	Present Court Cases in the Institute
Discussion	<p>The Board was apprised about the pending of various Court Cases against the Institute by the Employees and other Representations addressed to the Secretary, MoE from the Assistant Professors, Department of Architecture in connection with the service benefits viz, i). Advanced Increments for PhD completion, ii). Promotion under the Career Advancement Scheme (CAS) were apprised to the Board.</p> <p>In this regard, the Board was apprised that the matter was discussed in the 33rd BoG meeting and based on the decision; the proposal of advance increments has been initiated and communicated to MoE by Registrar SPA Vijayawada.</p>
Decision of 34 th BOG on 34.4(R)	The Board after deliberations directed SPAV to organize a meeting for hearing the grievances of employees and resolve the issue by mutual discussion to the extent possible and as per the rules.
Item#34.5(R)	Status of E-office deployment
Discussion	The Board was apprised that SPA Vijayawada made a payment of 21,95812/- to NICSI New Delhi on August 31, 2020. However the E-office is not operational in the Institute till date. The Administrative/File work of the Institute is suffering. After apprising the status of e-office in the Institute, SPAV requested Sh.Pawan Kumar, US, MoE to take up the issue with NIC for speedy completion of the project.

Decision of 34 th BOG on 34.5(R)	Sh. Pawan Kumar, US MoE agreed to take up the matter with NIC office at Delhi. Sh. Satish Chandra, Chief Secretary Govt. of AP and Board Member also assured to initiate the dialogue with the State representatives of NIC and provide the necessary help towards the execution of E-office.
Item#34.6(R)	Roof top Solar Power System at the terrace of Academic Block, SPAV with installation capacity of 120 Kwh
Decision of 34 th BOG on 34.6 (R)	Board ratified/noted the Roof top Solar Power System at the terrace of Academic Block, SPAV with installation capacity of 120 Kwh through RESCO mode.
	Any other item
	Appointment of Contract Faculty
Discussion	The Board was informed about engagement of the following Faculty on contract basis: Sh.G.Arpan Paul Singh, Dr.Solanki Ghosh, Sh.Sreekanth Sateesh, Ms.Vasavi Yerram The above faculty are engaged purely on contract basis for the Planning Dept. based on Advertisement dt.12.02.2021 and Interview held on 08.07.2021 for the AY 2021-22 Odd Semester extendable for one more semester i.e. Even Semester.
Decision of 34 th BOG	Board approved/ratified the selection of the Faculty on Contract after verifying the credentials of the aforesaid faculty members.

The Board was apprised that the tenure of Prof. Minakshi Jain, Director, SPAV is getting over on 17-11-2021.

During the tenure of the Director, the institute achieved various milestones such as Excellent Academic Ranking, Shifting to the Permanent Campus, Setting up the state of Art infrastructure, (Studios, Labs, Computer Centre, Smart Class room with adequate equipment and furniture), Sports Infrastructure, Carrying out of recruitment process for Teaching and Non-Teaching, and Expansion of the Academic programmes with the start of 04 New PG Courses, which has placed SPA Vijayawada in the league of best Institutes. The Board appreciated the exemplary works carried out by Prof. Dr. Minakshi Jain and her team which lead institute for the consistent performance in NIRF ranking.

The Director thanked for all the support from MoE, BoG, Senate, BWC, Staff, Faculty and Students to enable SPA Vijayawada for achieving the desired results.

