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**Minutes of the Executive Council held on 20th April 2017 at 3 p.m. in the Mediation Hall of the High Court of Himachal Pradesh, Shimla.**

**Members Present:-**

1. Prof. S.C. Raina
2. Prof. R.D. Sharma
3. Prof. S.M. Afzal Qadri
4. Shri Virender Sharma
5. Sh. Rohit Jamwal, Spl Secy. (Home)
6. Sh. Akshay Sood, Spl Secy. (Fin.)
7. Dr. Rakesh Sharma
8. Sh. I.N. Mehta

**Agenda and Minutes**

**Welcome Address by Chairman**

On ensuring of quorum, the meeting was called to order by the Chairman and he welcomed all the Members of the Executive Committee of HPNLU.

**Item No.1:- Confirmation of the Minutes of previous meeting of Executive Council held on 31<sup>st</sup> Dec. 2016.**


The meeting resolved to approve and confirm the minutes of the meeting of Executive Council held on 31<sup>st</sup> December 2016. Since no comments were received from any of the members, the committee unanimously approved the minutes.

**Item No. 2 :- Matters any arising, out of the minutes.**

Since no comments were received from any of the members, therefore, no matter arise out of the minutes.

**Item No. 3:- Conducting entrance test at various centers in India.**

The members were apprised about conducting entrance test (HPNLET) for the year 2017, scheduled to be held on 21<sup>st</sup> May 2017 from 10 am to 12 noon. The committee deliberated and discussed the response received by the University. It was informed that total 19 centers were given for conducting the test and on the basis of the preference given by the candidates 13 centers are identified by the University. The candidates from these 6 centers have given options as 2<sup>nd</sup> and 3<sup>rd</sup> will be shifted from their option to other centers.



One observer will visit from HPNLU who will be responsible for carrying answer booklets and bring back OMR sheets from their respective centers. The centers having more than 100 candidates will have two observers either from HPNLU or one from HPNLU and one local observer. The test will be conducted by Center Superintendents along with the staff. The expenses of observer from the HPNLU which include travel by rail/air, stay at the hotel/rest house and local transport will be borne by the University. It was also informed that one bottle of mineral water will be provided to each candidates by the University.

The expenses for online applications, analysis of applications, printing of answer booklets, OMR sheets, analysis of result, declaration of result etc. will be paid by the University to the concerned agency.

The data/figures of candidates appearing for the test centre wise were provided to the members. The University has received more than 3000 applications for Under Graduate, Post Graduate and Ph. D. programme. The University will generate about Rs. 77 lakhs by conducting the entrance test of its own out of which 4+7=11 lakhs will be expenses for above two events and rest Rs. 66 Lac will be to the University Corpus. The efforts of the University were appreciated by the members and also approved the solo conducting of HPNLET for the year 2018.

**Item No. 4:- Holding of interviews for the faculty and the administrative positions already advertised (approval of experts).**

The University advertised teaching and non-teaching posts and interviews for the same are expected to be conducted soon. The committee authorized the Vice-Chancellor to identify the panel of experts for conducting the interviews for the faculty and administrative position.

**Item No. 5:- Purchase of Jeep to be used as Ambulance.**

The purchase of Jeep to be used as Ambulance was deliberated and discussed in the meeting. At present there are 3 hostels two for boys and one for girls. The students residing in the hostels are from different parts of the country and are not used to the weather conditions of Shimla. Sometime they require immediate medical attention and care, the nearest Government Dispensary/Hospital is about 5 km away from the University. At times students require medical attention even in odd hours. Therefore, there is an urgent need of Ambulance for the students residing in the hostel.

After deliberation and discussion the purchase of jeep was approved to be used as Ambulance in which minimum first aid facilities should be there.



**40. 6:- Appointment of part time Doctor for the University.**

As per the requirement of the Bar Council of India medical assistance and aid is one of essential requirement for every Law University/Institution. Therefore, the matter relating to appointment of part time Doctor was deliberated and discussed in the meeting. It was discussed and approved that retired experienced Doctor may be appointed on part time basis who may attend the students thrice weekly and also during emergencies. The committee resolved that advertisement in this regard may be issued in local newspaper for appointment of part time Doctor for the University.

**Item No. 7:- Ex-post facto sanction.**

In order to have fair distribution of administrative work particularly academic, examination, finance etc. the University purposes to have two Assistant Registrar's one for academics and HR and other for administration and finance. This matter was deliberated and discussed in the meeting therefore, *Ex-post facto* sanction was granted by the committee for Assistant Registrar..

Since this is a newly established Institution whereas more men power is required in the library. The University which started with 56 students in 2016 is expected to have 170 more students in 2017-18. With the increase of almost 170 students every year in the next 3 years more man power is required in the library. The time of library is up to 9 a.m. to 9 p.m. Therefore, the conversion of the position of one librarian to Assistant librarian was deliberated and discussed in the meeting. The committee approved conversion of one post of librarian to two posts of Assistant Librarian.

**Item No. 8: Constitution of Finance Committee.**

As per the provisions of Section 25 of the Himachal Pradesh National Law University Act 2016, there is a provision for Constitution of Financial Committee. The Constitution of Finance Committee was deliberated and discussed in the meeting. The Financial Committee constituted by the Executive Council shall have following members:

1. The Vice-Chancellor,
2. Secretary Finance (Government of Himachal Pradesh),
3. Three members nominated by Executive Council,
  - (i) Secretary to Higher Education (Government of Himachal Pradesh)
  - (ii) Prof. R.D. Sharma, Vice-Chancellor, University of Jammu
  - (iii) Sh.I.N. Mehta, Member Bar Council, Himachal Pradesh



**o. 9:- To consider the budget (for 2017-2018).**

In 2016 the University received 1.5 Crore through the High Court of Himachal Pradesh as a grant of infrastructure and 1 crore as a grant for salary out of 1.5 crore the University has spent Rs.1, 36, 60,473 and balance with the University as on date is 13, 39,526.96 and from salary it has spent 42 lakhs and the balance is 58 lakhs. In addition to this the University solely depends on the fees paid by the students, which in the year 2016-17 was Rs.1,67,65,134.75. The University has created a corpus of Rs. 1 Crore deposited in the bank. The balance out of fee is Rs. 62, 57,125.75. As on 1<sup>st</sup> April 2017 the University is having Rs. 1, 33,96,652.71, out of which salaries up to July 2017 and expenses on additional infrastructure like Moot Court, daily expenses etc. are to be met. The committee discussed and considered the matter and resolved that the State Government may be requested to provide optimum and minimum support to the University for next 5 years.

**Item No. 10:- To consider any other item with the permission of the Chair.**

The members discussed the age of retirement/superannuation of Vice-Chancellor of the University. The members were of the opinion that the first Vice-Chancellor should get minimum 5 years tenure.

The meeting ends with thanks to the Chair.

