



**VCSG Uttarakhand University of Horticulture & Forestry
Bharsar, Pauri Garhwal**

**13th Academic Council Meeting
Minutes**

Date: 27th January, 2021

Time: 11.00 am

Venue: College of Forestry, Ranichauri

The 10th meeting of Academic Council, VCSG UUHF Bharsar was held on 27th January, 2021 at College of Forestry, Ranichauri under the chairmanship of Vice Chancellor. In the Academic Council meeting, following members were present:

1. Prof. A.K. Karnatak, Vice Chancellor	Chairman
2. Prof. P.D. Juyal	External Member
3. Prof. V.P. Khanduri, Dean, COF Ranichauri	Member
4. Prof. C. Tiwari, DE/Director Personnel	Member
5. Dr. Arvind Bijalwan, Director Academic	Member
6. Dr. Amol Vashisht, Associate Director Research	Member
7. Dr. S.P. Sati, Asso. Prof & Head, Dept. of Basic & Social Sci.	Member
8. Dr. Madhulika, Asst. Professor, IMAP	Member
9. Dr K.C. Singh, Asst. Professor, COH	Member
10. Shri Vimal P Jugran, Dr Comptroller	FC Representative/ Invited member
11. Dr Ajay Paliwal, ADSW, COF	Non member invitee
12. Er. Tejas Bhosale, A.R. COH Ranichauri	Non member invitee
13. Prof. B.P. Nautiyal, Dean, COH / Registrar	Member Secretary

Agenda UUHF/AC/13/01: Approval of the minutes of 12th Academic Council

The Academic Council approved the minutes of 9th Academic Council with following suggestions from Prof. P.D. Juyal, External Member: 1) Action Taken Report of previous council meeting should be presented and, 2) Agenda items Number may have abbreviation- AC (academic council) viz., UUHF/AC/13/ 1 for better reference.

Action by: Registrar

Agenda UUHF/AC/13/02: Approval of the ‘Minutes of Online Meetings’ held during lockdown period of Covid-19 Pandemic.

During lockdown period and subsequent unlock stages of Covid-19 pandemic, various online meetings of university teachers /officers held on 11th & 22nd June,2020; 21st November, 2020 and 15th December, 2020 (minutes attached) and decision regarding online classes, evaluation and examination and admission for the academic year 2020-21 etc were taken.

The member secretary brief the council about the decision taken after these meetings and the council approved the agenda item after detail perusal of the minutes of the meetings.

Action by: Registrar/ Finance Department/ Concerned Deans

Agenda UUHF/AC/13/03: Regarding the Salary of ACRIP Staff as per 7th Pay Commission’s Recommendations:

The recommendation of 7th Pay Commission was adopted in the university as per the GO through Item No 2018:06:21 of 6th BOM meeting. Subsequently, The Vice Chancellor has approved the 7th Pay commission in the university on 25/3/2019 to teaching and equivalent cadre in the university. However, AICRP staff of the university is not given the benefits of 7th Pay commission till date. The last communication in this regard was made by Associate Director Research on 20th July, 2019 to Finance Comptroller regarding the point wise clarification to FC office letter UUHF/FC/87/2019-20 dt 09.07.2019 (copy of letter not available). Thereafter, action was pending at the FC office as per the record available.

The council was informed by Dy Comptroller that the state government share of 25% for salary & wages for AICRP scientist and Staff is not received since 2012-13. It is therefore, suggested by the council that detail proposal shall be submitted to state government by Finance department in this regards and further action shall be taken thereafter.

Action by: Finance Department

Agenda UUHF/AC/13/04: Approval of the syllabus for Ph.D. programme in Agroforestry, Silviculture, Tree Improvement (Forestry) and Fruit Science and Medicinal & Aromatic Plants (Horticulture) as per BSMA (Forestry and Horticulture), ICAR and Fee Structure.

Hon’ble Board of Management (BOM) has approved Ph.D. programme in the subjects mentioned above through minutes No 2020:09:12 of 9th meeting of BOM from the academic



session 2020-21 in the university. Since the university has adopted course curriculum for UG and PG programmes as per BSMA of ICAR/ICFRE. The syllabus for Ph.D. programme in the university is also proposed as per BSMA of concerned disciplines. The proposal is placed before the council for consideration and approval.

The council was appraised by BSMA syllabus for proposed subjects in Horticulture and Forestry. The syllabus along with detail contents for Fruit Science and Medicinal Plant is available in BSMA (Horticulture). However, Ph.D. degree nomenclature proposed in forestry is different compared to BSMA (forestry).

The council after detail deliberation approved the Ph.D. syllabus for Fruit Science and Medicinal & Aromatic Plants as per BSMA. For forestry, it was directed that the nomenclature may be :Agroforestry, Silviculture as per BSMA, 'Tree Improvement' (Forest Genetic Resources) and For Forest Products & Utilization (MAPs /Wood Science & Technology) to make parity with BSMA (Forestry). For the preparation of detail syllabus (contents & credit as per BSMA) in forestry disciplines following committee is constituted. The committee will submit Draft Report in 15 days as suggested by Prof Juyal to Hon'ble Vice Chancellor through registrar.

Committee for Draft Report of the preparation of syllabus in Forestry Disciplines for Ph.D. programme:

1.Prof. V.P. Khanduri, Dean, COF Ranichauri	Chairman
2. Dr Amol Vashisht, ADR	Member
3. Dr Arvind Bijalwan, Director Academic	Member
4. Dr S.P. Sati, Head & Associate Professor	Member

The fee structure for Ph.D. Programme proposed by Admission Coordinator was also approved by the council as follow:

(A) ANNUAL FEE	DOCTORATE
1. Student Hostel Maintenance Fee	1375
(B) ONCE AT THE TIME OF ADMISSION IN THE DEGREE PROGRAMME	
2. Identity Card Fee	60
3. Placement Fee	200
4. Admission Fee	2000
Total (B)	2260
(C) SEMESTER FEE Per Semester	
5. Registration Fee	1250

6. Tution Fee	19058
7. Library Fee	1000
8. Sports & Games Fee	400
9. Laboratroy Fee	2400
10. Examination Fee	1100
11. Room rent	400
12. Electric Charges	1100
13. Water Charges	120
14. Recreation Charges	150
Total (C)	26978
(D) THESIS SUBMISSION & EVALUATION, VIVA-VOCE (AT THE TIME OF THESIS SUBMISSION)	
15. Thesis Submission	2000
16. Thesis Evaluation	3000
17. Viva-Voce Examination	5000
Total (D)	10000
(E) REFUNDABLE/ ADJUSTABLE ADVANCE PAYABLE ONCE AT THE TIME OF ADMISSION IN THE DEGREE PROGRAMME	
18. Caution Money	1000
19. Food Advance (Adjustable)	3000
Total (E)	4000
Grand Total (A to E)	44613

Action by: Admission coordinator, Dean COF, Finance Department

Agenda UUHF/AC/13/05: Information regarding the Online Procedures of UG and PG Admission for the Academic year 2020-21 and approval thereof.

Prof. V.P. Khanduri, Admission Co coordinator informed the council about the online admission procedure for UG and PG programme. He informed that the first and second counseling of UG and PG was done online, which was duly verified by the Admission Committee constituted for the purpose. It was resolved by the admission committee that the seats remains unfilled after first and second counseling in UG under various categories/subcategories i.e. OBC, Women, DP, FF, PH (except SC and ST categories) shall be filled by the General Candidate of Uttarakhand Domicile in third counseling. In case of the seats provisioned for ICAR in UG remain unfilled, in such conditions the seats may be filled by the candidate of Uttarakhand domicile under General Category.



Similarly, the vacant seats after second counseling in PG under OBC, GEN, and GEN Women (except SC and ST categories) shall be filled by the candidate of Uttarakhand domicile and in case of unavailability of candidates of Uttarakhand domicile, the seats shall be filled by the candidates of other states(OS). The same pattern shall be followed in case the seats provisioned for ICAR unfilled seats.

For third counseling (UG & PG) all candidates who have not get admission as well as those who wants to upgrade their subjects in case of availability of seats must have to registered for counseling by paying Rs. 700 and must have to fill their choices.

The council after due deliberations/discussion has decided that the third counseling shall be conducted for UG programmes for vacant seats after second counseling along with the vacant seats provisioned for ICAR candidates. In third counseling of UG, If a candidate upgrade their seat on the availability of seats on merit then the previously admitted seat by the candidate (seat vacant after up gradation) shall be considered as vacant seat and that seat shall also be filled in the third counseling itself.

Due to extended semesters of M.Sc. (III & IV) due to Covid -19 pandemic and both colleges have accommodation issues due to limited hostel facilities. It was therefore decided by the council that the third counseling shall not be conducted for PG programme.

Action by: Admission Coordinator

Agenda UUHF/13/06: Approval for the ‘Screening Committee’ proposed for the Screening of Applications for the recruitment of Assistant Professor (Ad No. UUHF/DT/F.No. 01/01 of 2020, Dated 11-09-2020).

Director Personnel presented the agenda before the council and proposed the screening committee. After detail deliberation, following committee was constituted for the screening of application received for Assistant Professor:

1. Concerned Dean of the college
2. Head of the concerned dept.
3. Professor (working /retired) of the concerned subject
4. Women/ SC/ST/OBC Nominee.



For the departments where Heads are not designated, the members (Current /retired Head of concerned dept.) shall be from any university/institution after prior approval of the competent authority.

Action by: Director Personnel

Agenda UUHF/AC/13/07: Study Leave of Mr Pankaj Lal Assistant Professor:

The council reviewed the provision in statutes/Act/ Academic Regulations of GBP, UA&T, Pantnagar as directed by 12th Academic Council meeting in this regard. As per above, only 20% staff may be granted Study Leave inside or outside of the university the application of Mr Pankaj Lal, Assistant Professor for NOC to take admission in Ph.D. programme in the university therefore differed the decision till enough faculty recruitment in the department.

Action by: Registrar

Agenda UUHF/AC/13/08: Approval of Roster for KVK and AICRP scientists / staff post for approval:

For the recruitment of various posts in KVK and AICRP projects, university, Director Personnel presented and proposed Roster as per the Govt order 29/XXXVI/(3)/ 2019/03 (1)/2019 dated 5th February, 2019 to KVK and AICRP post. The council after detail discussion approved the roster as following:



Roster for KVKs Scientists {Programme Coordinator/Sr. Scientist (Pay Scale (37400-67000(9000)))}

Roster S.No	Name of the post & Location	Old Roster	New Roster
1	Programme Coordinator (PC)/ Senior Scientist, KVK Bharsar	SCW	SC
2	Programme Coordinator (PC)/ Senior Scientist, KVK Ranichauri	URW	UR

Roster for KVKs Scientists {SMS/T-6 (Pay Scale (15600-39100(5400)))}

Roster S.No	Name of the post & Location	Old Roster	New Roster
1	Animal Husbandry/Veterinary Science in KVK Bharsar	SCW	SC
2	Homes Science/Food Science/food Science & Technology/PHT	URW	UR
3	Plant Protection in KVK, Ranichauri	UR	UR
4	Plant Protection in KVK, Bharsar	UR	URW
5	Soil Science, KVK Bharsar	URW	UR
6	Agronomy in KVK, Bharsar	SC	SC
7	Agronomy in KVK, Ranichauri	OBC	OBCW
8	Horticulture, KVK Ranichauri	UR	UR
9	Forestry, KVK Ranichauri	UR	UR
10	Homes Science/Food Science/ Food Science & Technology/ PHT	URW	EWSW
11	Soil Science in KVK, Ranichauri	SC	SC
12	Horticulture, KVK Bharsar	UR	UR

B. Lalit

Roster for AICRP Project {Associate Professor/SRO {(Pay Scale (37400-67000(5400)))}}

Roster S.No	Name of the post & Location	Old Roster	New Roster
1		SCW	SC
2	Agro-meteorologist in AICRP on Agro-meteorology	URW	UR
3	Sr. Plant Breeder in AICRP on Potential Crop	UR	UR

Roster for AICRP Project {JRO/Assistant Professor (Pay Scale (15600-39100(6000)))}

Roster S.No	Name of the post & Location	Old Roster	New Roster
1	Jr. Agro-meteorologist in AICRP on under Utilized Crop Ranichauri Campus	SCW	SC
2	Jr. Agronomist, AICRP on Potential Crop, Ranichauri Campus	URW	UR
3	Jr. Pathology/JRO (Plant Pathology) in AICRP on Small Millet Improvement, Ranichauri Campus	UR	UR
4	Jr. Agronomist/JRO(Agronomy) in AICRP on Small Millet Improvement, Ranichauri Campus	UR	URW
5	Assistant Professor, Agronomy in AICRP on Medicinal & Aromatic Plant, Bharsar campus	URW	UR
6	Jr. Breeder, AICRP on Small Millet Improvement, Ranichauri Campus	SC	SC
7	Jr. Entomologist, AICRP on Small Millet Improvement, Ranichauri Campus	OBC	OBCW
8	Assistant Professor, Plant Breeding and Genetics, AICRP on Medicinal & Aromatic Plant, Bharsar Campus	UR	UR
9	Jr. Agronomist, AICRP on Agro-meteorology, Ranichauri Campus	UR	UR
10	Assistant Professor, Plant Pathology in AICRP on Medicinal & Aromatic Plant, Bharsar Campus	URW	EWSW

Action by: Director Personnel

Agenda UUHF/AC/13/09: Report of the committee for ‘Condenses Semesters of the Academic Year 2020-21’ prevailing Covid-19 pandemic.

The Committee was constituted in the chairmanship of Director Academic as per item No 3 of the minutes of online meeting held on 21st November, 2020. The committee report regarding



condensing I & II semesters of both UG & PG programmes of the academic year 2020-21 after detail discussion the council agreed the proposal in principal Further, council directed that the same committee will prepare detail report comprising of Mode of Action after consulting with concerned course instructors for condensing the semesters in a week and will submit to Hon'ble Vice Chancellor.

Action by: Director Academic

Agenda UUFH/AC/13/10: To discuss the possibility of offline classes /class room teaching and allowing the students in campus for practical /thesis work in phase wise manner.

At present, online classes are going on for UG and PG courses. However, for 3rd semester students of M.Sc., approval of synopsis and conductance of their experimental work is very much required as credits are already allotted to them as per course curriculum. Moreover, newly admitted UG and PG students need orientations and remedial classes so that they get acquainted with courses, academic regulations and evaluation system. The council after detail discussion in view of state government directions for opening of colleges/university for offline teaching directed that it will be done phase wise. At first phase M.Sc. (III) semester students will be asked for present in the respective colleges on 8th February, 2021 as per the instructions given in the SOPs and only after the consent of parent /guardians. In later stages, B.Sc. II and III year's students will be called to join the colleges followed by M.Sc. and B.Sc. (First year) students.

The SOPs shall be prepared by registrar as per state government SPs (Unlock 5) and all students will follow the instructions strictly. The council also suggested that since the campus are residential in nature; the district administration can also be requested for Covid vaccination drive in the university.

Action by: Registrar, Concerned Deans

Agenda UUFH/AC/13/11: College of Hill Agriculture, Chirbatiya regarding

The council was informed that issues related to COHA Chirbaitya as proposed in the agenda item were also discussed in 7th BOM meetings. The detail Academic Structure was already submitted to state government for approval. Since the construction work at the campus was carried out through RKVY schemes and it is not possible to seek revised budget from state government, the matter shall be again discussed with Agriculture Directorate, Govt. of



Uttarakhand, a nodal agency for RKVY related activities and Prof. C. Tewari will look after the matter.

Action by: Officiating Director, Finance Department, Director Personnel/ DE

Agenda UUHF/AC/13/12: Start of M.Sc. Agronomy with 2 Seats and Allocation of 4 ha agriculture field to Agronomy Department to run practical crop production in COF Ranichauri.

The proposal was discussed in detail. In view of non availability of infrastructures, faculty and other facilities, the proposal was differed till next meeting of the Academic Council.

Action by: Registrar

Agenda UUHF/AC/13/13: Agenda Items from Director Academic

The council took the note of various points of the agenda items and it is resolved that for Director Academic office, Dean COF Ranichauri will arrange suitable space /room. For other facilities and fund, Finance Committee and Hon'ble BOM will give further directions /approval. Regarding Revolving Fund, it was decided that concerned Head / OIC shall submit proposal to Finance department for further necessary action. For ICT tools, the council advised to submit proposal in suitable funding agency. Prof. Juyal suggested that university can also submit the proposal for one time 'Maintenance Grant' to ICAR /ICFRE and other agencies.

The council also welcomed the proposal of starting lecture series of faculty members and Director Academic will take necessary action in this regards.

Regarding CAS, the council directed that the committee constituted by the university for the purpose will take necessary action at earliest.

Regarding institutional email id, council was informed that the committee was already constituted in the chairmanship of Dr S,P, Sati. The council directed that the committee will take necessary action. The Ho'ble Vice Chancellor also directed that university website also need revision.

Action by: Director Academic /Finance Department/ Dr S.P. Sati

Agenda UUHF/AC/13/14: Ratification of supplementary Examination for repeat courses conducted for 4 students (**Annexure XII**) due to inability to opt these courses due to Covid-19 pandemic. It is further proposed that the Supplementary Examination for the students of 2019-20 (August-December, 2019 batches) which were scheduled in February-June,2020 and university was not able to conduct



examination due to Covid-19 Lockdown may be conducted in February-March, 2021. In addition, Proposal for increasing credit Loads to maximum 26 in the each semester in UG programme with the permission of dean.

After reviewing the documents, the council ratified the conductance of supplementary examination for 4 students as well as approved supplementary examination for the students of 2019-20 (August-December, 2019 batches). Regarding increasing the credit loads to maximum 26 in each semester as proposed, the council approved it only as 'Case specific'.

Action by: AR/ Dean of concerned colleges

Agenda UUHF/AC/13/15: Proposal for the directions regarding mentioning of 'Semester Drop' in transcript in case student drops a semester.

After detail deliberation the council approved '*Semester Discontinue*' in place of Semester Drop in transcript in case student drops a semester for any reason.

Action by: AR/Examination Coordinator / Concerned Deans

Agenda UUHF/AC/13/16: Proposal for the award of 'Letter of Appreciation' by university to best worker (Group D), Employee of Group C and Faculty members in all colleges / centres as per the direction of Hon'ble Vice Chancellor on Annual basis during Republic Day / Independence Day Celebration.

The proposal was welcomed by the council and it was decided that total 7 Appreciation Letter will be awarded per annum i.e. one each for Faculty member, Research scientist, Extension scientist, office staff /technician and 2 for UPNL employees.

To nominate the person in each category, the council approved the constitution of committee as:

1. Dean /Director of the College/ Centre /Directorate
2. Registrar
3. Senior Professor / Chief Scientist
4. Senior Associate Professor /SRO/Programe Coordinator
5. Senior and Junior most Assistant Professor/SMS/JRO
6. AO of the college /centre
7. President of UPNL *Sangh* of the concerned college /centre

The committee shall submit the recommendation to Hon'ble Vice Chancellor.

Action by: Concerned Deans / Members



Agenda UUHF/AC/13/17: Budget allocation to outsourced (officer/ group C) /Contractual Faculty/ Guest Faculty under Account Head: *Salary & Wages* as before instead of Current Head: *Parishramic* for discussion and necessary directions to Finance department.

Keeping in view the difficulty in fund allocation under *Parishramic Head*, the council advised to send proposal for necessary amendments. In addition, request for a separate '**Laikha Shershak**' to *Vice Chancellor Office, Registrar Office, Directors Research, Academic, Personnel and Extension Office, Comptroller Office* shall be sent to the state government. The proposals shall be prepared by finance department.

Action by: Finance Department

Agenda UUHF/AC/13/18: Proposal for addition of one major course: PAT 507 – 'DISEASES OF FIELD CROPS AND MEDICINAL & AROMATIC PLANTS' for PG degree programme in M.Sc, Agriculture (Plant Pathology).

University is conducting M.Sc. Agriculture (Plant Pathology) degree. The council felt that since the degree is given in Agriculture, this course shall be good inclusion. Course related to the disease of major field crops and medicinal plants is necessary so that students of the university get basic idea of field crops and also in compatible with other PG degree in Ag. (Plant Pathology) of other universities. The council approved the course and contents with credits as proposed.

Action by : COH

The meeting was ended with vote of thanks to Hon'ble Chairman, Prof. Juyal, External member and other members from Prof. V.P. Khanduri, Dean, College of Forestry, Ranichauri.



Registrar
(Member Secretary)



The Vice Chancellor
(Chairman)
Vice-Chancellor
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