



Dr. Mukesh Goyal
Director, PM&E

निदेशालय प्राथमिकता, निगरानी एवं मूल्यांकन
कृषि विश्वविद्यालय, कोटा

बोरखेडा, बारों रोड, कोटा- ३२४००१ (राज.)

Directorate of Prioritization, Monitoring & Evaluation
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F. 5(1)/AU/Kota/DPME/SOC/2024/511-525

Date : 20.07.2024

Registrar / Comptroller, AU, Kota
Director Research / Ext. Edu. / HRD/ DSW/ Education, AU, Kota
Dean, CH&F, Jhalawar/ College of Agriculture, Kota & Hindoli
Controller of Examination / Estate Officer, AU, Kota
Dr. R.R. Meena, Assoc. Prof. (Hort.) ,ARS , Kota

Sub: Proceedings of 14th meeting of Senior Officers Council held on dated 05.07.2024

Sir/ Madam,

In reference to the subject cited as above, kindly find enclosed herewith the proceedings of 14th Meeting of Senior Officers Council held on dated 05.07.2024 for your perusal and further necessary action.

Action Taken Report may be send to this office accordingly.

Encl: - as above

[Signature]
20/07/2024
Director, PM&E
&
Member Secretary

Copy to: -

1. P.S. to Hon'ble Vice Chancellor & Chairman, SOC, AU, Kota for kind perusal.
2. Guard file.

[Signature]
20/07/2024
Director, PM&E
&
Member Secretary

Agriculture University, Kota

Proceedings of Senior Officers Council Meeting

The 14th meeting of Senior Officers Council (SOC) of Agriculture University, Kota was held on 05th July, 2024 at 03.00 PM in the conference hall of AU, Kota under the Chairmanship of Dr. Abhay Kumar Vyas, Hon'ble Vice Chancellor, AU, Kota.

Following Officers were present in the meeting:

1. Dr. Abhay Kumar Vyas	: Hon'ble Vice Chancellor	Chairman
2. Smt. Sunita Daga	: Registrar	Member
3. Sh. Ramdhan Raigar	: Comptroller	Member
4. Dr. Pratap Singh	: Director Research	Member
5. Dr. S.K. Jain	: Director Extn. Edu.	Member
6. Dr. Ashutosh Mishra	: Director Education	Member
7. Dr. Jitendra Singh	: Director Students Welfare	Member
8. Dr. Mahendra Singh	: Director HRD	Member
9. Dr. I.B. Maurya	: Dean, CH&F, Jhalawar	Member
10. Dr. M.C. Jain	: Dean, COA, Kota	Member
11. Dr. N.L. Meena	: Dean, COA, Hindoli	Member
12. Dr. Virendra Singh	: Controller of Examinations	Member
13. Dr. R.R. Meena	: Associate Professor (Hort.)	Invitee
14. Dr. Mukesh Chand Goyal	: Director (PM&E)	Member Secretary

Er. Hemant Sharma, Estate Officer could not attend the meeting as he was on leave.

The meeting started with the welcome of Hon'ble Vice Chancellor and SOC members by Dr. Mukesh Chand Goyal, Director, PM&E and Member Secretary of SOC. Thereafter, various agenda items were presented and after detailed discussion, following decisions were taken.

Agenda: AUK/SOC-14/2024/01: Confirmation of Proceedings of the 13th meeting of SOC held on dated 19.04.2024

Director P.M.& E. and Member Secretary informed the house that no any observation/comment received till date from SOC members. Therefore, house confirmed the proceedings of last SOC meeting held on dated 19.04.2024.

Agenda: AUK/SOC-14/2024/02: Action Taken Report on proceedings of 13th meeting of SOC held on 19.04.2024.

Action Taken Report on the various agenda of proceedings of 13th meeting of SOC held on dt. 19.04.2024 were discussed in detail for necessary actions, which are as follows: -

14.2.1 Review of status at various functional Units

DEE advised again to ensure the bilingual backlit sign boards on each KVK and send the Photographs of office sign boards for all the KVKs at the earliest.

(Action: DEE)

14.2.2 To add marks for seed production activities in CAS score card for teaching staff posted/ deputed at Seed Production Farms

It was resolved to constitute the committee to review comprehensively of all score cards and will be executed from 2025 onwards.

(Action: Registrar/ Recruitment Cell)

14.2.3 To constitute a university level exhibition cell to participate in exhibition of Krishi-Mela/Agri-conclave organized by outside agency

Since, university level exhibition cell has been constituted, therefore, it was decided that DEE should submit the proposals for budget as and when needed.

(Action: DEE/Comptroller)

14.2.4 Installation of Outdoor Display LED Wall near Main Gate of the University

DPME informed about the task completion for installation of Outdoor Display LED Wall. Therefore, it was resolved to finalize the content by the committee for effective display of information through the LED wall and Informatics Assistant should support and coordinate with DPME.

(Action: DPME/ Committee Members/IA)

14.2.5 Promotion of Agriculture Supervisors in the University

It was resolved that the committee should submit the report latest by 20th July, 2024.

(Action: Registrar/ Dean, CH&F, Jhalawar)

14.2.6 Farm Income to the UDF

It was resolved to submit the committee report latest by 20th July, 2024.

(Action: Comptroller/ Committee/All Functional Units)

14.2.7 Approval of relaxation in residential requirements and adoption of multiple entry/ exits in ICAR-BSMA PG Academic rules

Director Education informed that no response has been received from ICAR, therefore, it was further resolved to write as reminder letter through Hon'ble Vice-Chancellor to the ICAR.

(Action: Registrar/ Director Education)

14.2.8 Adoption of provision of Maternity/Child Care Leave for 240 days to female students during Ph.D. Degree programme. (As per UGC Regulations, 2022)

DE advised again to have discussion with the Registrar to resolve the matter along with writing a letter to DoP by including M.Sc. students also.

(Action: Director Education/ Registrar)

14.2.9 Awarding marks to the employees working in COE Office for API Score

It was resolved to constitute the committee to review comprehensively of all score cards that will be executed from 2025 onwards.

(Action: Registrar/ Recruitment Cell)

14.2.10 Regularization of services of the employees

It was expressed that confirmation orders for regularization of services of the university regular employees are not issued till now and resolved again to issue the office orders regarding regularization of services for all the eligible employees. For this purpose, Registrar office should take immediate and appropriate action.

(Action: Registrar)

14.2.11 Guidelines for utilization of boys' fund in colleges

Dean, CH&F informed to conduct the committee meeting during 3rd week of July and will submit the report .

(Action: Dean, CH&F, Jhalawar)

14.2.12 Publication of Package Of Practices (POP)

Director Research informed that updated PoP for Agriculture is in publication process to be published by Department of Agriculture. Dean, CH & F informed that PoP for Horticulture is in final stage of corrections and shall be published very shortly.

(Action: Director Research/ Dean, CH&F, Jhalawar)

14.2.13 Write off of articles at different Units

The list of write off articles at the units level are ready but training by comptroller is awaited. Therefore, Comptroller was again advised to conduct the training during July, 2024 to resolve the issue.

(Action: Comptroller / All unit In-charges)

14.2.14 Weeding of office records

Registrar office shall constitute a committee for appropriate procedure and guidelines to resolve the matter.

(Action: Registrar)

14.2.15 COE should take immediate and necessary action w. r. t. mementos and stolls for the university guests.

(Action : Controller of Examinations)

Agenda: AUK/SOC-14/2024/03: To revise the tariff for boarding in the university Guest House

DEE informed that the University had noticed the tariff for boarding in university guest house for different categories of guest and rooms vide University order No. 2022/20718-46; dated 10.02.2022. It has been more than two years since the rates were implemented. Moreover, since than the facilities in the guest house have been updated many folds. Hence it is proposed to revise the tariff for boarding in the university guest house.

After thorough discussion, the house revised the tariff charges for boarding in the university guest house as mentioned below:

S. No.	Details	AC Suit (Rs. Per Person Per day)	AC Room (Rs. Per Person Per Day)	Dormitory (Rs. Per Person Per Day)
1.	All SAUs, ICAR and State employees including pensioners (for Personal Works)	500/-	300/-	100/-
2.	All SAUs, ICAR and State employees including pensioners (for Office Works)	800/-	500/-	100/-
3.	For Private Visitors (except S. No. 1,2,4,5,6, and 7)	1000/-	500/-	200/-
4.	All employees and pensioners of Agriculture University, Kota (for Official and Personal works)	600/-	200/-	100/-
5.	Farmers and Farm Women (for training in university units/ exposure visits.	-	300/-	50/-
6.	Farmers and Farm Women (for sponsored training programmes of university units)	-	300/-	100/-
7.	Invitee Students in University level Programmes	-	300/-	50/-

Other terms and conditions shall remain as per the previous notification.

(Action: DEE)

Agenda: AUK/SOC-14/2024/04: To start the M.Sc. & Ph.D. programmes in the subject of Fruit Science at COA, Ummedganj, Kota.

Controller of Examinations raised the issue to start the M.Sc. & Ph.D. programmes in the subject of Fruit Science at COA, Ummedganj, Kota.

After detailed discussion, it was felt to have more discussions on this issue to reach at appropriate decision.

(Action: COE/all concerned)

Agenda: AUK/SOC-14/2024/05: Proposals for fruit plantation at ARS/ MAF, Kota.

Dr. R.R Meena proposed the plan for plantation of fruit plants at MAF as well as both the sides of the road (ARS and MAF) from the gate of field no. 10 and AICRP on rice field to the field no. 06 and AICRP on potato.

After detailed discussion, house agreed for the conceptual plan and advised to submit the revised plan by including the proposal for land development and plantation both.

(Action: OIC ARS/ MAF/ Dean, CH&F/ Dr. R.R. Meena/ Comptroller)

Agenda: AUK/SOC-14/2024/06: Miscellaneous Discussions and Decisions

1. Corrections in AUK website in Hindi and English should be finished in July, 2024 . For this purpose, concerned unit may send the corrections to the Nodal Officer Website as earliest.
2. Comptroller should take immediate initiative to resolve the matter of Building Demolishment matter.
3. All the desired reports should reach timely to Hon'ble Vice Chancellor's Secretariate.
4. All the letters/note sheets etc. should have the date of signing authority.
5. APARs pending up to 2023-24 should be submitted latest by the end of July, 2024.
6. The letter of proposal for AICRP on Horticulture should sent to ICAR through Hon'ble Vice Chancellor.

Thus, the meeting ended with the vote of thanks to the chair.

Dr. Mukesh Chand Goyal
19/07/2024
Dr. Mukesh Chand Goyal
Director, PM&E
and
Member Secretary, SOC

Submitted to the Hon'ble Vice Chancellor for kind approval.

Approved.
19-07-2024