

MINUTES OF THE XLV (45<sup>th</sup>) MEETING OF THE GOVERNING BODY OF PANDIT  
JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE (KARAIKAL) SOCIETY HELD ON  
02.02.2016 AT 01.00 P.M

Venue: Chamber of the Chief Secretary

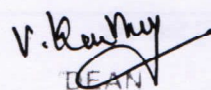
Present

1. Shri. MANOJ PARIDA, I.A.S - CHAIRMAN  
Chief Secretary to Government
2. Shri. R. MIHIR VARDHAN, I.A.S - MEMBER  
Secretary to Government (Agriculture)
3. Shri. CHANDRAKER BHARTI, I.A.S - MEMBER  
Secretary to Government (Finance)
4. Shri. RAGESH CHANDRA, I.A.S. - MEMBER  
Secretary to Government (Education)
5. Shri. T. KARIKALAN - MEMBER  
Spl. Secretary to Government cum Director of Agriculture
6. Shri. G. JOHNSON - MEMBER  
Managing Director, PASIC, Puducherry
7. Prof. Dr. VENKATA RAGHOTHAM - MEMBER  
Professor, Department of History, Pondicherry University
8. Dr. RAJNEESH BHUTANI - MEMBER  
Associate Professor (Earth Science), Pondicherry University
9. Prof. Dr. V. KANTHASWAMY - MEMBER SECRETARY  
DEAN i/c

The Member Secretary welcomed the members for the 45<sup>th</sup> board of governors meeting and stated that the Agenda Notes had been circulated to all. The Governing Body then took up the agenda for discussion. After detailed discussions on individual agenda, the following resolutions were made.

**AGENDA ITEM NO. 1. To confirm the minutes of the XLIV (44<sup>th</sup>) meeting of the Governing Body**

The Governing Body confirmed the minutes of 44<sup>th</sup> meeting of Governing Body.

  
DEAN



**AGENDA ITEM NO. 2. To review the action taken on the minutes of the Previous meeting(s) of the Governing Body**

The Governing Body noted the action taken by the Dean on the minutes of the previous meetings of Governing Body.

**AGENDA ITEM NO. 3. To consider ratification of decisions/ approval taken on file**

**3 (A) To consider ratification of the appointment of Dr. V. Kanthaswamy, Professor (Horticulture) as Dean i/c to PAJANCOA&RI, Karaikal**

The Governing Body resolved to ratify the decision of the Chairman to appoint Dr. V. Kanthaswamy, Professor (Horticulture) as Dean i/c to PAJANCOA & RI, Karaikal.

**3 (B) To consider ratification of the payment of course processing fee to the Pondicherry University**

The Governing Body resolved to ratify the action taken for payment of one time course processing fee of Rs. 14,00,000/- (Rupees fourteen lakhs only) to Pondicherry University, Puducherry.

**3 (C) To consider ratification of allocation of two seats to in-service candidates to the postgraduate degree programme at PAJANCOA&RI from the academic year 2016-17**

The Governing Body resolved to ratify the action taken by the Board of Studies in the Postgraduate admission policy of the Institute to reserve TWO seats for the in-service candidates of Department of Agriculture, Government of Puducherry out of the total sanctioned strength irrespective of the discipline.

**3 (D) To consider ratification of the regularization of service of Dr. L. Aruna, Assistant Professor (SS&AC)**

The Governing Body resolved to ratify the regularization of services of Dr. L. Aruna, Assistant Professor (Soil Science & Agricultural Chemistry) with effect from the date of occurring of regular vacancy i.e. 11.01.2010.



3 (E) To consider ratification of the appointment of Thiru C. Aroutselvam, Assistant Professor (Agricultural Economics) as per the orders of the Hon'ble High Court of Madras in W.P. 8924/2006, dt. 27.06.2014

The Governing Body resolved to ratify the appointment of Thiru C. Aroutselvam as Assistant Professor in the discipline of Agricultural Economics under OBC category. The Governing Body also directed the Dean to extend the consequential service and other monetary benefits without back wages as ordered by the Hon'ble High Court of Madras in the W.P.8924/2006 Dt.27.06.2014.

3 (F). To consider ratification of grant of promotion / placement to 27 teaching staff under Career Advancement Scheme (CAS), norms, guidelines and Academic Performance Indicator Scores (APIS) adopted

The Governing Body resolved to ratify the grant of promotion/ placement to the 27 teaching staff (**Annexure I**) under Career Advancement Scheme (CAS), norms, guidelines and Academic Performance Indicator Scores (APIS) adopted as per the guidelines of UGC/ ICAR (Annexure II).

3 (G). To consider ratification of the grant of higher grade pay under MACP scheme to non-teaching staff

The Governing body after discussion resolved to ratify the grant of higher grade pay under MACP scheme to non - teaching staff (Annexure III).

3 (H). To consider ratification of engagement of private security agency to PAJANCOA&RI Karaikal

The Chairman opined that this matter need not be placed before the Governing Body.



*3 (I). To consider ratification of expenditure incurred towards creation / strengthening of new / existing infrastructure facilities and other expenditure incurred from the grants received under SCSP plan scheme during 2014-2015.*

The Governing Body takes note of the expenditure made by the Institute and resolved to ratify the expenditure incurred under SCSP Scheme received during 2014-15.

*3 (J). To consider ratification of carrying out civil works as deposit work with PWD, Karaikal from the grants received under SCSP plan scheme during 2013-2014 and 2014-15*

The Governing Body resolved to ratify the civil deposit works provided to PWD, Karaikal during the years 2013-14 and 2014-15.

*3 (K). To consider ratification of the re-constitution of suspension review committee*

The Governing Body opines that this matter need not be placed in the Governing Body

*3 (L). To consider ratification of the appointment of teachers on contract basis*

The Governing Body resolved to ratify the engagement of three teachers in Agricultural Entomology on contract basis for a period of 179 days for the purpose of re-start of PG programme in the department:

*3 (M). To consider ratification of the appointment of statutory auditor for the year 2014-15*

The Governing Body resolved to ratify the appointment of M/s G. Suryanarayanan, Chartered Accountant, "Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam as Statutory auditor for the year 2014-15.

*3 (N). To consider ratification of regularization of promotions under Career Advancement Scheme (CAS) and release of increments to Dr. K. Omar Hattab and Dr. R. Govindarasu*

The Governing Body resolved to ratify the regularization of promotions under Career Advancement Scheme (CAS) and release of increments to Dr. K. Omar Hattab and Dr. R. Govindarasu.



**AGENDA ITEM NO. 4**

*To consider and approve starting of B.Sc. (Horticulture) course at PAJANCOA&RI, Karaikal from the academic year 2016-17*

The Governing Body resolved to approve the start B. Sc., (Horticulture) degree programme at PAJANCOA&RI, Karaikal from the ensuing academic year 2016-17 with intake strength of 40 students per year (20 students under regular scheme + 20 students under payment scheme). The Governing Body also directed the Dean to take necessary action for appointment of two Assistant Professors and to create infrastructure facilities to start the degree programme at PAJANCOA & RI, Karaikal.

**AGENDA ITEM NO. 5:**

*To consider and approve increasing the admission strength of students to B. Sc. (Agriculture) course at PAJANCOA&RI, Karaikal from the academic year 2016-17*

The Governing Body resolved to approve the proposal to increase the admission strength of students to B.Sc., (Agriculture) degree programme at PAJANCOA&RI, Karaikal from the present strength of 88 to 120 per year from the ensuing academic year 2016-17. The approved intake capacity of students under various schemes of admission to B.Sc. (Agriculture) is given below:

Scheme of admission	Present intake per year	Approved intake per year
Regular Scheme	60	70
Payment Scheme	20	40
Foreign National / NRI Scheme	08	10
<b>TOTAL</b>	<b>88</b>	<b>120</b>

**AGENDA ITEM NO. 6:**

*To consider and approve admitting students to undergraduate courses at PAJANCOA&RI, Karaikal through CENTAC from the academic year 2016-17*

The Governing Body resolved to approve from the ensuing academic year 2016-17

- a. To admit UT of Puducherry regular scheme students to B.Sc. (Agriculture)/



- B. Sc. (Horticulture) degree programme at PAJANCOA&RI through CENTAC and
- b. To admit UT of Puducherry special allocation, Payment and Foreign/ NRI scheme students to B.Sc. (Agriculture)/ B. Sc. (Horticulture) degree programme by the Institute itself.

**AGENDA ITEM NO. 7**

*To consider review of financial powers and re-delegation of financial powers to the Dean, PAJANCOA&RI, Karaikal from the existing Rs. 1.00 lakh to Rs. 5.00 lakhs*

The Governing Body resolved to re-delegated the financial powers as follows:

- (i) The existing financial powers of the Dean PAJANCOA&RI, Karaikal has been enhanced from **Rs. 1.00 Lakh to Rs. 3.00 Lakhs** in each case for purchase of stores and execution of projects / works required for running the institution and incurring all contingent, miscellaneous expenditure and temporary advances.
- (ii) The local Purchase Committee is also delegated with powers to approve tenders / quotations for purchase of items / execution of works *etc.* from the existing Rs. 1.00 Lakh to Rs. 3.00 Lakhs.

**AGENDA ITEM NO. 8**

*To consider and approve the statutory audit report for the year ending 31st march 2015*

The Governing Body noted the Statutory Audit Report of the Institution for the year ending 31<sup>st</sup> March 2015 and directed the Dean to take appropriate steps to rectify the errors and consider the suggestions of Audit. A summary of the audit report (Annexure IV) is annexed to this minutes.

**AGENDA ITEM NO. 9**

*To consider and approve internal/ concurrent audit report for the financial year 2014-2015*

The Governing Body noted the internal/ concurrent Audit Reports of each quarter of the financial year 2014-15 and directed the Dean to take appropriate steps to rectify the errors and consider the suggestions of Audit.

*V. Senthil*  
DEAN



**AGENDA ITEM NO. 10**

*To consider and approve appointment of statutory auditor for the financial year 2015-16*

The Governing Body approved the appointment of M/s G. Suryanarayanan, Chartered Accountant, "Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam-1 as Statutory Auditor for the Financial Year 2015-16.

**AGENDA ITEM NO. 11**

*To consider appointment on compassionate grounds*

*A. To Tmt. P. Mangalambal w/o (late) Thiru M. Palanivel, Junior Engineer, Engineering cell, PAJANCOA&RI, Karaikal*

*b. To Tmt. Nirmala Devi w/o (late) Dr. Coumar, Assistant Professor (Entomology), PAJANCOA&RI, Karaikal*

The Governing Body resolved to appoint on compassionate grounds Tmt. P. Managalambal and Tmt. Nirmala Devi in the vacant posts of MTS (General).

**AGENDA ITEM NO. 12**

*To consider and approve proposal for condemnation of vehicles and purchase of new vehicles as replacement*

The Governing Body considered and approved the condemnation of only the following vehicles as of now and approved to purchase one staff car for Dean immediately.

Sl. No	Particular of Vehicles	Vehicle Regn. No.	Date of arrival at the post	Total run in Kms
1.	HML - Ambassador Model AMB 1800 MPFL	PY02 D 2772	01.12.2005	221000
2.	Tata Sumo DX	PY 02 B 1719	28.06.2000	273129
3.	Mitsubishi Canter - Mini bus	PYT 9212	30.05.1988	199258
4.	Swaraj Mazda - Mini bus Model: T3500 - WT50	PYT 9363	14.09.1988	224325



The Governing Body directed the Dean to propose for the purchase of new vehicles as replacement to the above mentioned condemned vehicles other than the staff car in the forthcoming financial year (2016-17).

**AGENDA ITEM NO. 13**

*To consider and approve grant of higher grade pay to non teaching staff under MACP scheme*

The Governing Body considered and approved the grant of next higher Grade Pay to those eligible staff under MACP Scheme effective from 01.09.2008 as the MACP Scheme came into existence only on 01.09.2008.

**AGENDA ITEM NO. 14**

*to consider and approve filling-up of vacant posts of PAJANCOA&RI*

The Governing Body resolved to approve the filling-up of the following vacant teaching posts as early as possible:

1. Assistant Professor (Agri Engineering)
2. Assistant Professor (Entomology)

The vacant post of Junior Engineer (Electrical) is to be filled up on deputation basis from Departments.

The Dean is instructed to take necessary action.

**AGENDA ITEM NO. 15**

*To consider and approve grant of grade pay to Assistant librarian on par with the school librarian in education department, Government of Puducherry*

The Governing Body considered and approved the extension of revised grade pay of Rs. 4600 instead of Rs. 4200 in the pay band of Rs. 9300-34800 to the Assistant Librarians of PAJANCOA&RI, Karaikal with effect from 01.01.2006 on par with the School Librarian of Govt. of Puducherry/ Assistant Library and Information Officer of Govt. of Puducherry/ Assistant Librarian of PKIET.



**AGENDA ITEM NO. 16**

*To consider and approve up-gradation of MTS posts into Lower Division Clerks and Store keeper GR. III and promoting eligible candidates to the posts without financial implication*

The Governing Body resolved that the matter is to be referred to Government through the Chairman.

**AGENDA ITEM NO. 17**

*To consider and approve up-gradation of Data Entry Operator into Data Processing Assistant and promoting eligible candidates to the posts*

The Governing Body resolved that the matter is to be referred to Government through the Chairman.

**AGENDA ITEM NO. 18**

*Any other item(s)*

**TABLE AGENDA No. 18 (1)**

*To consider and approve vertical rotation for Head of the department as is followed in all higher education Institutes/ Colleges/ Universities*

The Governing Body after deliberations resolved to approve the proposal of vertical rotation of Head of Department by the Dean for a period not exceeding three years at a time following the system of rotation from among the eligible Professor / Associate Professors.

**TABLE AGENDA No. 18 (2)**

*To consider and approve up-gradation of cleaner into Driver Gr. III (LMV) and promoting eligible candidates to the posts without financial implication*

The Governing Body resolved that the matter is to be referred to Government through the Chairman.



**TABLE AGENDA No. 3**

**To consider and approve amendment in Memorandum of Association (MOA) due to change in the affiliation**

In view of the affiliation to Pondicherry University, the Governing Body resolved to re-constitute the General Body and Governing Body as follows:

**VI. GENERAL BODY:**

The General body of the members of the society shall consist of the following persons, namely:-

1. Chief Secretary to Government of Pondicherry - Ex-officio Chairman
2. Secretary to Government in-charge of Finance, Pondicherry - Member
3. Secretary to Government in-charge of Agriculture, Pondicherry - Member
4. Secretary to Government in-charge of Education, Pondicherry - Member
5. Director of Agriculture, Government of Pondicherry - Member
6. Two nominees of Pondicherry University - Member(s)
7. Nominee of the Vice Chancellor, TNAU, Coimbatore - Member
8. Two nominees of the teaching staff of the faculty of the college - Member(s)
9. Director, Animal Husbandry Department, Pondicherry - Member
10. Director, Fisheries Department, Pondicherry - Member
11. Director, Education Department, Pondicherry - Member
12. Managing Director, PASIC, Pondicherry - Member
13. Dean of the College - Member Secretary
14. Visitor

**VII. GOVERNING BODY:**

The composition of the Governing Body of the Society is as follows:-

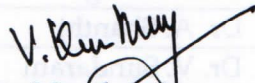
1. Chief Secretary to Government of Pondicherry - Ex-officio Chairman
2. Secretary to Government in-charge of Finance, Pondicherry - Member
3. Secretary to Government in-charge of Agriculture, Pondicherry - Member
4. Secretary to Government in-charge of Education, Pondicherry - Member
5. Secretary to Government, Law Department, Pondicherry - Member
6. Director of Agriculture, Government of Pondicherry - Member
7. Two nominees of Pondicherry University - Member(s)
8. Nominee of the Vice Chancellor, TNAU, Coimbatore - Member



- 9. Two nominees of the teaching staff of the faculty of the college - Member(s)
- 10. Managing Director, PASIC, Pondicherry - Member
- 11. One Agricultural educationist of Karaikal region - Member
- 12. One Agriculturist from Pondicherry region - Member
- 13. One Lady Social worker - Member
- 14. The Dean of the College - Member Secretary

The Governing Body then directed the Dean to place this decision in the General Body and further submit to the Government for approval as per the amendment clause proviso of Memorandum Of Association.

The meeting then ended with vote of thanks to the members.

  
**Dean cum Member Secretary**  
 DEAN  
 Pandit Jawaharlal Nehru College of  
 Agriculture & Research Institute.



**ANNEXURE I**

**LIST OF TEACHING FACULTIES PROMOTED/ PLACED IN NEXT HIGHER GRADE PAY  
UNDER CAREER ADVANCEMENT SCHEME (CAS)**

**a. Associate Professors (Stage 4) to Professor (Stage 5):**

Sl. No.	Name	Date of initial appointment as Assistant Professor	Date of promotion to Associate Professor	Date of eligibility
1.	Dr. A. Pouchepparadjou	05.11.1992	01.01.2006	01.01.2009
2.	Dr. K. Kumar	23.12.1999	23.12.2011	23.12.2014
3.	Dr. S. Sundaravarathan	19.01.2000	30.10.2010	30.10.2013
4.	Dr. R. Mohan	18.07.1995	06.09.2008	06.09.2011
5.	Dr. AL. Narayanan	18.07.1995	07.09.2007	07.09.2010
6.	Dr. R. Poonguzhalan	20.07.1995	20.07.2007	20.07.2010
7.	Dr. S. Mala	21.12.1999	31.12.2011	31.12.2014
8.	Dr. C. Susheela	15.12.1999	15.12.2011	15.12.2014
9.	Dr. S. George Paradis	19.07.1995	28.12.2008	28.12.2011
10.	Dr. A. Shanthi	06.03.1997	06.03.2009	06.03.2012
11.	Dr. V. Sundaram	22.12.1999	21.08.2009	21.08.2012
12.	Dr. V. Ramesh	05.03.1997	05.03.2009	05.03.2012
13.	Dr. V. Krishnan	20.07.1995	29.09.2007	29.09.2010
14.	Dr. C. Jayalakshmi	21.12.1999	21.12.2011	21.12.2014
15.	Dr. T. Ramanadane	17.07.1995	17.07.2007	17.07.2010
16.	Dr. R. Sankar	03.08.1992	01.01.2006	01.01.2009
17.	Dr. U. Bagavathiammal	21.12.1999	21.12.2011	21.12.2014

**b. Assistant Professor (Stage 2) to Assistant Professor (Stage 3)**

Sl. No.	Name	Date of initial appointment as Assistant Professor	Date of placement as Assistant Professor	Date of eligibility for Stage 3
1.	Dr. L. Umamaheswari	11.09.2000	11.09.2004	11.09.2009
2.	Dr. N. Swaminathan	24.01.2003	24.01.2007	24.01.2012
3.	Mr. S. Saravanan	23.12.1999	23.12.2005	23.12.2010

**c. Assistant Professor (Stage 1) to Assistant Professor (Stage 2)**

Sl. No.	Name & Designation	Date of initial appointment as Assistant Professor	Date of eligibility
1.	Dr. S. Parthasarathi	22.01.2003	01.01.2009*
2.	Dr. M. Kandibane	17.08.2006	17.08.2010
3.	Dr. P. Saravanane	17.08.2006	17.08.2010
4.	Dr. S. Nadaradjan	07.09.2006	07.09.2010
5.	Dr. L. Aruna	17.08.2006	17.08.2010
6.	Dr. K. Coumaravel	25.08.2006	25.08.2011
7.	Dr. S. Jayasivajan	17.08.2006	17.08.2011



ANNEXURE II

PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE AND RESEARCH INSTITUTE,  
KARAIKAL

**I. Norms/ Guidelines for CAS Promotion for Assistant Professors/ Associate Professors/ Professors**

1. (i) Assistant Professors possessing Ph.D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade - stage 2 (Rs.15600-39100 + AGP Rs.7000) after completion of **four years** of service as Assistant Professor
- (ii) Assistant Professors possessing M.Phil. Degree or post-graduate Degree in Professional courses shall be eligible for moving to the next higher grade -stage 2 (Rs.15600-39100 + AGP Rs.7000) after completion of **five years** of service as Assistant Professor
- (iii) Assistant Professors who do not have Ph.D. or M.Phil, shall be eligible for moving to the next higher grade - stage 2 (Rs.15600-39100 + AGP Rs.7000) only after completion of **six years** of service as Assistant Professor
2. Assistant Professors who have completed **five years** of service in stage 2 (Rs.15600-39100 + AGP Rs.7000) shall be eligible, for moving to the next higher grade -stage 3 (Rs.15600-39100 + AGP Rs.8000).
3. Assistant Professors who have completed **three years** of experience in teaching/ research/ extension in stage 3 (Rs.15600-39100+AGP Rs.8000) shall be eligible for promotion and appointment to the next higher grade - stage 4 (Rs.37400- 67000 + AGP Rs.9000) and to be designated as Associate Professor.
4. Associate Professors who have completed **three years** of experience in the teaching/ research/ extension in the concerned subject as Associate Professor in the AGP of Rs.9000 (Stage 4) and possessing Ph.D degree in the relevant discipline shall be eligible for promotion and appointment to the post of Professors-Stage 5 in the AGP of Rs.10000.

**II. a. ACADEMIC PERFORMANCE INDICATORS FOR THE ALLOTMENT OF POINTS FOR THE CANDIDATES UNDER CAREER ADVANCEMENT SCHEME**

(Guidelines formulated as per revised UGC norms)  
(For teaching faculties)

<b>I Teaching &amp; education related activities (maximum score from different activities = 30)</b>			
		<b>Points per activity</b>	<b>Max. Score</b>
1.	Course teacher (UG/PG/PhD/Diploma/ODL)	2.0 Points for each course	20
	Course associate /group facilitator in any UG/PG/PhD/Diploma/ODL	1.0 Point for each course	
2.	Post-Graduate Guidance (MSc. or PhD. Degree awarded / thesis submitted)	1.0 Point for each student	5



3.	Co-ordinator/ Asst. Co-ordinator	1.0 Point per year	4
4.	Service in offices of the Dean/Director/Controller of Examinations / Special Officer	3.0 Points per year	9
5.	Educational tour more than a week duration	1.5 Points per tour	3
6.	Undergraduate students project guides	0.5 Point per batch	2
7.	Served in Admission Committee at University / College / Centre for UG/PG admissions	1.0 Point per year	4
8.	Institutional Responsibility as Additional Assignment, viz. Warden / Deputy Warden/ Asst. warden/residential tutor / Staff advisor/ Deputy registrar/ Assistant Registrar/ PRO/ APRO/ Deputy Controller of Examinations etc.	2.0 Points per year	6
9.	Staff associates/ Library / NCC / NSS / Placement Cell / Education Cell / Technical officer/TPO/ Vice-President of Co-op. Stores / Cafeteria i/c /Security Officer etc.	1.0 Point per year	3
10.	e-courses offered/e-content developed	2 Points per course	4
<b>II Research &amp; research related activities (maximum score from different activities = 30)</b>			
1.	Farm manager/CCPC service/deputation/lend service	4.0 Points per year	12
	Yard manager/store manager	2.0 points per year	
	Sub-projects completed	1.0 points per project	
2.	Farm superintendent/Farm Professor	3.0 Points per year	9
3.	Nucleus/Breeder/TFL/Foundation seed production	3.0 Points per year	9
4.	Exhibition In-charge/ duty	0.5 Point per activity	2
5.	Monitoring committees (All-India Co-ordinated programmes/seed monitoring/flood damage assessment/attending specific field problems)	0.5 Point per activity	2
6.	Involvement in infrastructure development (bore wells/buildings/laboratories/green house/glasshouse/roads/fencing/vehicle and equipments purchase etc.)	1.0 Point per activity	3



III Extension & extension related activities (Maximum score from different activities = 30)			
1.	Demonstrations like FLD/ OFT/MLT/ART etc.	1.0 Point for each activity	25
2.	Mandatory trainings (on campus/off campus)		
3.	Inter Institutional HRD Programme / Trainings co-ordinated with Agri./horticultural departments) Training for extension functionaries		
4.	Farmers Interaction group / vocational training		
5.	Farming System Research / Extension activity		
6.	Participatory Technology / Farmers School programme		
7.	Extension Teaching Aid preparation (DVDs / CDs /short films/videos etc)		
8.	e-Extension and Mobile Advisory Services programme		
9.	Exhibition and Demonstration and monthly zonal workshops		
10.	Research-Extension-Farmers Interface programme		
11.	Innovation in Extension Technology Transfer	2.0 Points per innovation	5
12.	Radio / Television programme	0.5 Point per event	2
13.	NHM/ATMA/ Precision farming programmes	2.0 Points per year	6
14.	Farmers exposure visits/farmers day/farmers tour	1.0 Point each	2
IV Profession related contributions (Maximum score from different activities = 30)			
		Points per activity	Max. Score
1.	Participation in Training / Conference / Seminar / Symposium/workshops	1.0 Point each	5
2.	Organizing committee member /resource person in Seminar/training/conferences/workshops of the dept./college/directorate	0.5 Point per activity	5
	Organising committee - students seminar/symposium, sports/ cultural programmes, exhibitions, University organised functions, etc.		
	International training /Short course/Winter school/summer school/ CAS /CAFT/NAIP like sponsored training obtained/conducted	1.0 Point per activity	



3.	Award / Honour / Fellowship Received		
	International	2.0 Points each	
	National	1.5 Points each	
	State / University / College / Local	1.0 Point each	
4.	Post-Doctoral Research programme / additional degree or diploma obtained with approval	1.0 Point per programme	
5.	Membership in Professional Body / Organization	1.0 Point each	
6.	Vehicle / generator / power supply in-charge	1.0 Point per year	
7.	Custodian of dept./station main stocks (for a minimum period of one year) and condemned articles auctioning & write off	1.0 Point per year	
8.	Externally funded Scheme obtained (govt./private)	for PI	for Co-PI
	Budget More than Rs, 10 lakhs	3.0 points	2.0 points
	Budget less than Rs.10 lakhs but more than Rs.5 lakhs	2.0 Points	1.0 Point
	Budget Less than Rupees 5 lakhs	1.0 Point	0.5 Point
	Venture capital/revolving fund schemes/Part II plan schemes / ICAR 50 Crore/ Tata project/NADP etc.	1.0 Point	0.5 Point
9.	Variety released / Patent/ Innovative Technology or Participatory Technology developed / Software developed / Product development etc.	3.0 Points each	
10.	Research coordinator of the department/ college/ directorate/ station	1.0 Point for each year	
	Editorial service (editor/sub-editor etc.) in Valarum Velanmai/MASU etc./ Press in-charge/ Community radio/ Office bearers in Professional Societies etc.	1.0 point each year	
11.	Publications		
	Research Paper -International	2.0 Points each	
	Research Paper -National	1.0 Point each	
	Research Abstract (national/international)	0.5 Point each	
	Book (with ISBN)	2.0 Points each	
	Book (without ISBN)/Chapter in ISBN Books	1.0 Point each	
	Manuals - Teaching/training/ e-course	1.0 Point each	
	Chapter in Books without ISBN number	0.5 Point each	
	Popular Article/ Pamphlet / Leaflet	0.5 Point each	
	Paper presented (oral/poster) in Conference, Seminar, Symposium, etc	0.5 Point each	



V	Confidential report and personal file	10
	Grand Total (For Stage 2 and 3)	130
VI	Interview	20
	Grand total (For Stage 4 and 5)	150

**NOTE:**

1. A minimum score of 45 out of 130 will qualify a candidate to become eligible for elevation from stage 1 to stage 2 of higher academic grade pay (with Pay band Rs.15600-39100 and AGP of Rs.7000)
2. A minimum score of 50 out of 130 will qualify a candidate to become eligible for elevation from stage 2 to stage 3 of higher academic grade pay (with Pay band Rs.15600-39100 and AGP of Rs.8000).
3. A minimum score of 55 out of 150 will qualify a candidate to become eligible for promotion from stage 3 to stage 4 of higher academic grade pay (Associate professor in Pay band Rs 37400-67000 with AGP of Rs.9000).
4. A minimum score of 60 out of 150 will qualify a candidate to become eligible for promotion from stage 4 to stage 5 of higher academic grade pay (Professor in Pay band Rs 37400-67000 with AGP of Rs.10000).

**II. b. ACADEMIC PERFORMANCE INDICATORS FOR THE ALLOTMENT OF POINTS FOR THE CANDIDATES UNDER CAREER ADVANCEMENT SCHEME**

(Guidelines formulated as per revised UGC norms)

(For Physical Education Personnel)

I Teaching & games related activities (maximum score from different activities = 30)		Points per activity	Max. Score
1.	Course teacher	2.0 Points for each course	20
	Course associate	1.0 Point for each course	
2.	Guidance (Swimming, games practice etc.,)	1.0 Point for each event	5
3.	Co-ordinator of students programme (College Day, Muthamil Vizha, Dramatics, Club Day etc)	1.0 Point per year	3
4.	Anti-Ragging Duty, Committee member - Convocation	1.0 Point per year	3
5.	Educational tour accompanying the student teams	2.0 Point per tour	6
6.	Conduct of Inter-collegiate meet	2.0 Point per Meet	6
7.	Conduct of Inter-university meet	2.5 Points per Meet	5
8.	Team selection activities (Campus/University)	1.0 Point per activity	3
9.	Institutional Responsibility as Additional Assignment, viz. selection under sports quota, services in admission cell	1.0 Points per year	3
10.	Conduct of student club activities	1.0 Point per year	3



11.	e-content developed/Physical Education Programme News issued	1.0 Point per news	3
<b>II Extra curriculum related activities (maximum score from different activities = 30)</b>			
		<b>Points per activity</b>	<b>Max. Score</b>
1.	Infrastructure Development for sports and recreation (Indoor, Open stadium, courts, gym, flood lightings etc)	4.0 Points for each activity	20
2.	Sports camps arranged	1.0 Point for each year	10
3.	Maintenance of Play fields and repair work	4.0 Points per year	25
4.	Conduct of Intra Mural tournaments	2.0 points per year	
5.	Member in university/college committees	1.0 points per project	
6.	Exhibition duty	1.0 Point per activity	5
<b>III Extension &amp; training related activities (maximum score from different activities = 30)</b>			
		<b>Points per activity</b>	<b>Max. Score</b>
1.	Acted as Referee/Umpire within the Institute	2.0 Point for each Meet	10
2.	Acted as Referee/Umpire outside the Institute	1.0 Point for each Meet	6
3.	Trainings attended - International	3.0 Point for each Training	9
4.	Trainings attended - National	2.0 Point for each Training	8
5.	Trainings attended - State level	1.0 Point for each Training	5
6.	Seminars attended - International	3.0 Point per Seminar	9
7.	Seminars attended - National	2.0 Point per Seminar	8
8.	Seminars attended - State level	1.0 Point per Seminar	5
<b>IV Professional accomplishments (maximum score from different activities = 30)</b>			
		<b>Points per activity</b>	<b>Max. Score</b>
1.	Innovations in physical training imparted	4.0 Point for each Innovation	12
2.	Teams winning Medals/Certificates in intercollegiate competitions.		8
	Gold Medal	2 Points per medal	
	Silver Medal	1 Point per medal	
	Bronze Medal	0.5 Point per medal	
	Championship	3 Points per Championship	



	Publications		
	Research Paper -International	2.0 Points each	25
	Research Paper -National	1.0 Point each	
	Research Abstract (national/international)	0.5 Point each	
	Book (with ISBN)	2.0 Points each	
	Book Chapter in ISBN Books	1.0 Point each	
	Manuals - Teaching/training/ e-course	1.0 Point each	
	Chapter in Books without ISBN number	0.5 Point each	
	Popular Article/ Pamphlet / Leaflet	0.5 Point each	
	Paper presented (oral/poster) in Conference, Seminar, Symposium, etc	0.5 Point each	
4.	Membership in Professional Bodies	1.0 Point per membership	5
5.	Awards Obtained	2.0 Points per Award	10
V	Confidential report and personal file	10	
	Grand total	130	

**Note:** 1. A minimum score of 45 out of 130 will qualify a candidate to become eligible for elevation from stage 1 to stage 2 of higher academic grade pay with Pay band of Rs.15600-39100 and AGP of Rs.7000)

2. A minimum score of 50 out of 130 will qualify a candidate to become eligible for elevation from stage 2 to stage 3 of higher academic grade pay with Pay band of Rs.15600-39100 and AGP of Rs.8000.

#### CONSOLIDATED APIS FOR CAS PROMOTION

Sl. No	Category	Asst. Prof. (Stage 1 to Stage 2)	Asst. Prof. (Stage 2 to Stage 3)	Asst. Prof. to Assoc. Prof. (Stage 3 to Stage 4)	Assoc. Prof. to Prof. (Stage 4 to Stage 5)
1	Teaching and education related activities	30	30	30	30
2	Research and research related activities	30	30	30	30
3	Extension and extension related activities	30	30	30	30
4	Profession related contributions	30	30	30	30
5	Confidential report and personal file	10	10	10	10
6	Interview	No interview	No interview	20	20
7	Minimum score required for promotion	45 out of 130	50 out of 130	55 out of 150	60 out of 150

*V. Ramesh*  
DEAN



### ANNEXURE III

#### (a) List of Staff provided with the I MACP on completion of 10 years

Sl. No.	Name	Designation	Date of regular appointment	Date of eligibility for Grant of 1 <sup>st</sup> MACP
1.	M. Palanivel (Expired on 08.03.2015)	JE (Electrical)	16.09.2002	16.09.2012
2.	S. Ashokan	Electrician	16.09.2002	16.09.2012
3.	K. Anbuchezhian	Mechanic	16.09.2002	16.09.2012
4.	C. Sridhar	DEO	16.09.2002	16.09.2012
5.	R. Pasupathy	MTS (Security)	11.09.1996	01.09.2008
6.	M. Kasper	Field Asst.	30.08.2001	30.08.2011
7.	K. Murugesan	Field Asst.	30.08.2001	30.08.2011
8.	K. Basakaran	Field Asst.	30.08.2001	30.08.2011
9.	A. Parthasarathy	Field Asst.	30.08.2001	30.08.2011
10.	A. Rajendiran	Field Asst.	30.08.2001	30.08.2011
11.	D. Gnanaselvi	Agri. Mazdoor	30.08.2001	30.08.2011
12.	A. Anandaraj	Agri. Mazdoor	30.08.2001	30.08.2011
13.	S. Natesan	Agri. Mazdoor	30.08.2001	30.08.2011
14.	N. Govindasamy	Agri. Mazdoor	30.08.2001	30.08.2011
15.	G. Selvamurugan	Agri. Mazdoor	30.08.2001	30.08.2011
16.	R. Marimuthu	Agri. Mazdoor	30.08.2001	30.08.2011
17.	V. Viswanathan	Agri. Mazdoor	30.08.2001	30.08.2011
18.	R. Amirthanathan	Agri. Mazdoor	30.08.2001	30.08.2011
19.	A. Idris Maraicar	Agri. Mazdoor	30.08.2001	30.08.2011
20.	R. Mahesh	Agri. Mazdoor	30.08.2001	30.08.2011
21.	P. Munusamy	Agri. Mazdoor	30.08.2001	30.08.2011
22.	P. Shanmugam	Agri. Mazdoor	30.08.2001	30.08.2011
23.	B. Lalitha	Agri. Mazdoor	30.08.2001	30.08.2011
24.	A. Rajamanickam	Agri. Mazdoor	30.08.2001	30.08.2011
25.	G. Ravi	Agri. Mazdoor	30.08.2001	30.08.2011

#### (b) List of staff provided with II MACP on completion of 20 years

Sl. No.	Name & Designation	Date of regular appointment	Date of eligibility for Grant of 2 <sup>nd</sup> MACP
1	R. Chitra, UDC	13.06.1994	13.06.2014
2	S. Meenatchi Sundaram, UDC	13.06.1994	13.06.2014
3	S. Arumugam, Project Operator	13.06.1994	13.06.2014
4	S. Ganapathy, Attender	13.06.1994	13.06.2014
5	K. Gopalakrishnan, Attender	13.06.1994	13.06.2014
6	R. Jayakumar, Driver	13.06.1994	13.06.2014
7	K. Kaliaperumal, Attender	13.06.1994	13.06.2014



8	S. Paranthaman, Cleaner	13.06.1994	13.06.2014
9	S. Rajendiran, Attender	13.06.1994	13.06.2014
10	R. Samikkannu, Attender	13.06.1994	13.06.2014
11	G. Selvanathan, Attender	13.06.1994	13.06.2014
12	V. Selvaraj, Cleaner	13.06.1994	13.06.2014
13	S. Selvarasu, Attender	13.06.1994	13.06.2014
14	M. Alagesan, Field Man	13.06.1994	13.06.2014
15	S. Narayanan, Field Man	13.06.1994	13.06.2014
16	R. Rajendiran, Field Man	13.06.1994	13.06.2014
17	K. Ramalingam, Field Man	13.06.1994	13.06.2014



DEAN

Pandit Jawaharlal Nehru College of  
Agriculture & Research Institute,

Chennai - 600 030.



**G. SURYANARAYANAN**, B.Sc., F.C.A.  
Chartered Accountant

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"Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam - 612 001.

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e-mail : suryagee@rediffmail.com  
suryagee@gmail.com**AUDIT REPORT**


I have audited the balance sheet of **PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE AND RESEARCH INSTITUTE**, No. 10, Main Road, Surakudi, Karaikal - 609 603, as at 31<sup>st</sup> March 2015 and the Income and Expenditure account for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015.

I have obtained all the information and explanations, which to be best of my knowledge and belief were necessary for the purpose of audit.

In my opinion, proper books of accounts as required by law have been kept by the above Institute, subject to the following notes.

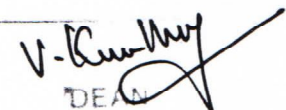
In my opinion and to the best of our information and according to the explanations given to me, the said financial statement, give a true and fair view:

- (i) In case of the Balance Sheet of the Institute as at 31<sup>st</sup> March 2015 and
- (ii) In the case of Income and Expenditure account of the Institute for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015.

  
(G. SURYANARAYANAN)  
Chartered Accountant.  
M.No. 020101.



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DEAN  
Pandit Jawaharlal Nehru College of  
Agriculture & Research Institute,  
Karaikal - 609 603.  
U.T. of Pondicherry.



**G. SURYANARAYANAN**, B.Sc., F.C.A.

Chartered Accountant

"Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam - 612 001.

e-mail : suryagee@rediffmail.com  
suryagee@gmail.com

**Notes forming Part of the Financial Statements:-**

1. **The Observations of the Earlier Audit Reports have been complied.**
2. However the following remarks may be attended earliest:
  - i) Circular for collection of Rent and Electricity charges is issued to the Co-operative Society and Stores, Action has been taken by the department for the collection of provisional Rent and charges. Para is dropped subject to verification during the next Audit.
3. We wish to bring the following points to the notice of the Institute and same is to be rectified as earliest:

**A. In the Institute Accounts:-**

- i) Payments made to the advertisement contractors over and above of Rs. 75,000/- in a year and Rs. 30,000/- in a single payment is subject to TDS. TDS is not done in the advertisement contractors. Which leads to disallowance u/s 40(a) (ia) of the Income Tax Act 1961. TDS has to be made as per provisions of the IT Act.
- ii) There is a delay in filing of e-TDS Return for all the Quarters. Delay in filing of e-TDS Return is subject penalty u/s 234E (@ Rs.200/- per day) of Income Tax Act 1961. It is to be filed in Time.

*V. Devanarayana*  
DEAN

Dean, Jawaharlal Nehru College of  
Agriculture & Research Institute,  
Kumbakonam - 612 001.



**G. SURYANARAYANAN, B.Sc., F.C.A.**  
Chartered Accountant

"Kamalam", 2/27, Reddi Rao Tank South, Kumbakonam - 612 001.

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suryagee@gmail.com

- iii) The Society is having a sum of Rs. 8,66,877/- as accumulated TDS under current assets in the books of accounts, but the accumulated TDS amount is not yet claimed by the Society. (Non-filing of Income Tax Return). IT Returns has to be filed.
- iv) Student fees collection includes the Refundable Caution Money deposit and Student co-operative share capital, these are Refundable money and they have to be separately accounted in the books of accounts as Current Liability.
- v) The Recovery for the Advances given to staff's are deducted from the salary, The Net salary is accounted as establishment Expenses. But the Gross Amount is to be accounted as establishment expenses including the recovery for staff Advances.



*V. R. S. W.*  
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