

MAULANA ABUL KALAM AZAD INSTITUTE OF ASIAN STUDIES

Minutes of the 85th Meeting of the Executive Council of
Maulana Abul Kalam Azad Institute of Asian Studies, MAKAIAS,
IB-166, Sector-III, Salt Lake, Kolkata-700106, held at 11.30 a.m. on 30.09.2019
in the Chamber of the Hon'ble Chairman, MAKAIAS, Azad Bhavan, Salt Lake,
Kolkata.

Members present:

1. Prof. Sujit K. Ghosh

Hon'ble Chairman
Maulana Abul Kalam Azad
Institute of Asian Studies

2. Prof. K.C. Baral

Vice Chairman of the Executive Council,
Maulana Abul Kalam Azad
Institute of Asian Studies, Kolkata, &
Professor of Indian Studies &
Former Pro-Vice Chancellor
English & Foreign Languages University
University of Hyderabad

3. Shri Arun Goel, IAS

Secretary to the Government of India
Ministry of Culture

-- Absent

Dr. Gauri Basu

Director
Eastern Zonal Cultural Centre (EZCC)
Kolkata
(Nominee of the Ministry of Culture,
Govt. of India)

-- *Gauri Basu*

4. Sh. R.K. Chaturvedi, IAS

Additional Secretary & Financial Adviser
Ministry of Culture, Government of India

-- Absent

5. Dr. Rajendra S. Shukla, IAS

Additional Chief Secretary
Department of Higher Education
Government of West Bengal

-- Absent

6. **Prof. I.S. Chauhan**
Former Vice Chancellor &
Ambassador (Fiji)

I.S. Chauhan
30/9/19

7. **Dr. K.S. Chakraborty**
Regional Director
Indira Gandhi National Open University (IGNOU)
Agartala

-- Absent

8. **Professor Smritikumar Sarkar**
Former Vice-Chancellor
Burdwan University

Smritikumar Sarkar
30/9/19

9. **Dr. Krishnakali Basu (Ghosh)**
Associate Professor
Department of English
Barrackpore Rastraguru Surendranath College
Kolkata

-- Absent

10. **Dr. Mundayat Sasikumar**
Director-Member Secretary, MAKAIAS

Mundayat Sasikumar
30/9/19

Agenda **To consider confirmation of the minutes of the 84th meeting of the**
Item **Executive Council**
No.85.1

The minutes of the 84th meeting of the Executive Council held on 28.08.2019 were circulated to the members of the Executive Council. No comments have been received from the members. The Minutes may be discussed and confirmed.

Resolution Resolved that the minutes of the 84th meeting of the Executive Council (EC) has been approved.

Agenda **To consider follow up action on the minutes of the 84th meeting of the**
Item **Executive Council**
No.85.2

Minute No. Taken	Resolution	Action
85.1	Minutes of the 84 th meeting of the Executive Council held on 28.08.2019 were confirmed	Noted

Resolution Resolved that the Action Taken Report on the minutes of the 84th meeting of

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30/9/19

the Executive Council is noted and approved.

Agenda Item No.85.3 **To Discuss and Approve the Minutes of Selection Committee Meeting for selection of Administrative cum Finance Officer (Group-A) on deputation basis (as per direction of the EC).**

Resolution Resolved that the Executive Council noted and appraised the recent development of pertaining to the selection and appointment of Administrative-cum-Finance Officer (A.F.O.) in MAKAIAS. The EC advised the Director to seek direction from Ministry of Culture, Government of India, regarding the filling up the post on regular basis. A detailed case history to be prepared and appended with the letter.

The EC also advised the Director to settle all the retirement benefits due to Shri Dipak Kumar Dutta, former A.F.O., MAKAIAS.

Agenda Item No.85.4 **To Discuss and Approve the Resolution of Last Seminar & Workshop Committee Meeting held on 04th September 2019 as constituted by the 84th Executive Council (28.08.2019).**

Resolution Resolved that the Seminar and Workshop Committee meeting held on 04.09.2019 as constituted by the 84th EC has been noted and approved.

Agenda Item No.85.5 **To Report and Discuss the Expenditure Statement and Annual Account for the FY 2018-2019.**

Resolution Resolved that the Expenditure Statement and Annual Account for the Financial Year 2018-2019 noted. Further, the EC advised the Director to implement the PFMS system in MAKAIAS at the earliest as it is mandatory.

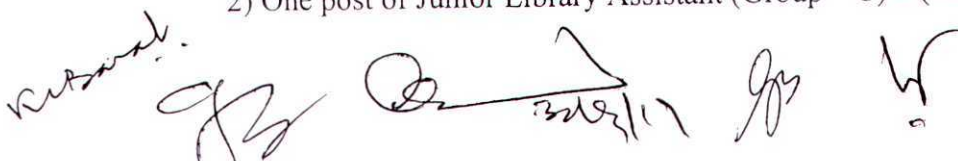
Agenda Item No.85.6 **To Discuss and Approve the Expenditure for the period from 1st April 2019 till 30th September 2019**

Resolution Resolved that the Expenditure for the period from 1st April 2019 till 30th September 2019 has been noted.

Agenda Item No. 85.7 **To Discuss the modalities regarding selection of the following permanent posts in the Institute**

1) One post of Assistant Librarian (Group – B)

2) One post of Junior Library Assistant (Group – C) – (Reserved for SC).

Resolved.


Resolution

- i) The EC advised the Director to screen all the applications as per the terms and conditions laid down in the advertisement and arrange a written test and then an interview for the post of Assistant Librarian. The cut off mark for written test is fixed for a minimum of 55%. Three sets of question papers to be prepared by the experts in the field of Library Science. 60% of the question should be based on Library Science and the remaining on the basis of reasoning aptitude and general knowledge.
- ii) Regarding Junior Library Assistant, all the 53 applicants to be invited for the interview. The screening of the applications should be done on the basis of the criteria as fixed in the Recruitment Rules. The Director may constitute an Interview Board consisting experts from the field of Library Science in consultation with Chairman, MAKAIAS.

Reporting Items

- 1 One Consultant (Museum) and one Research Project Coordinator has been appointed as per the approval of the 84th Executive Council meeting at a consolidated remuneration of Rs.40,000/- (Rupees Forty thousand only) per month.

Resolution: Resolved that the appointment of one Consultant (Museum) and one Research Project Coordinator at a consolidated remuneration of Rs.40,000/- (Rupee Forty thousand only) per month noted and approved.

- 2 An expert on "Studies on INA" has been engaged at a fixed one-time remuneration of Rs.10,000/- (Rupees Ten thousand only) to look into the papers submitted by the scholars in the National Seminar held at Moirang, Manipur, on 03-04 August 2019 to offer suggestions and make it publishable.

Resolution: Resolved that an expert on "Studies on INA" be engaged at a fixed one-time remuneration of Rs.10,000/- (Rupees Ten thousand only) noted and approved.

- 3 CPWD, Kolkata, have been requested to depute one Civil Engineer to inspect the Azad Museum Building and submit a report for its renovation.

Resolution: The EC advised the Director to approach Archaeological Survey of India (ASI) for a preliminary inspection of the Azad Museum Building and a report since it is a heritage building.

Further, the EC has taken the following decisions:

Resubmit

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- i) To regulate the attendance of the staff members both at Azad Museum and Azad Bhavan strictly. The late attendance to be strictly dealt with as per the rules and regulations of Government of India in this regard.
- ii) To arrange a meeting of the Finance Committee at the earliest as per the convenience of the Chairman, Finance Committee. The meeting may be arranged at New Delhi. A letter to be sent to the Chairman, Finance Committee, in this regard.
- iii) To explore the possibilities of arranging CISF for the security of Azad Museum.
- iv) To approach NIC regional office for the upgradation of website of the Institute.
- v) The EC approved the extension of tenure of the Internal Audit firm (M/s. Dutta Sarkar & Co.) for a further period of one year subject to the acceptance of the same terms and conditions by the firm. The auditing should be completed within a period of one month.

✓ vi) Regarding the handing over of the Azad Bhavan building by CPWD, Kolkata, it is resolved that the papers of handing over is in order and it is to be signed by an employee of the Institute and to be countersigned by the Director.

- vii) The EC is appraised of the present status of unsettled cases of grants/funds released to different organisations for organizing seminars and workshops and expressed its satisfaction on the progress made in this regard. However, all the institutions who have not yet submitted their U/c, a firm reminder letter to be sent.
- viii) Regarding resignation of Research Project Coordinator, the EC advised the Director to make use of the services of Academic Consultant (North East) and Research Project Assistant of MAKAIAS.
- ix) The EC noted the inability letter received from M.C. College, Sylhet, Bangladesh, for hosting an International Seminar. In this regard, the Director is advised to organize the seminar in consultation with Visva-Bharati, Santiniketan.
- x) Regarding pending publications of MAKAIAS, the EC constituted a Committee as follows:
 - a) Prof. Smritikumar Sarkar, Member, EC, MAKAIAS – Chairman.
 - b) Dr. Gauri Basu, Director, EZCC, Kolkata. -- Member
 - c) Director, MAKAIAS - Member Secretary.

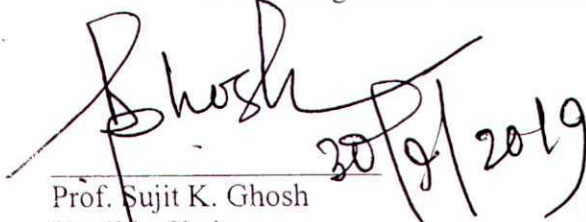
Any further action in this regard will be taken only after the advice of the above Committee.


- xi) The proposal submitted by M/s. Webel Electronics (a Govt. of West Bengal Undertaking) for installation of additional cameras at Azad Bhavan has been approved.

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- xii) Regarding retrofitting works, Ministry of Culture, Government of India, may be impressed upon about the facilities available in MAKAIAS. However, one toilet facilities in the office be constructed for the use of differently abled.
- xiii) The EC authorized the Director to sign the Agreement with the NDLI.

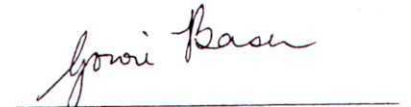
The meeting ended with the Vote of Thanks to the Chair.

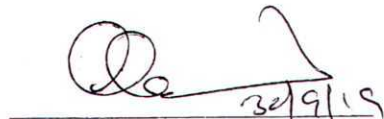

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Hon'ble Chairman
Maulana Abul Kalam Azad
Institute of Asian Studies


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Vice-Chairman
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Dr. Mundayat Sasikumar
Director – Member Secretary
MAKAIAS, Kolkata