

185

SCHOOL OF PLANNING AND ARCHITECTURE; VIJAYAWADA
ACHARYA NAGARJUNA UNIVERSITY, NAGARJUNA NAGAR, GUNTUR-522510.

4-105
Prof. Ranjit Mitra
Director-In-charge
SPA, Vijayawada

Ref. No.F-105/D/09/SPA

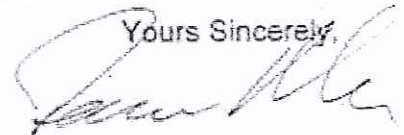
29th May, 2009

TO ALL MEMBERS OF THE BOARD OF GOVERNORS OF THE SCHOOL OF PLANNING
AND ARCHITECTURE, VIJAYAWADA.

Dear Sir,

I am forwarding herewith the Minutes of the 1st Meeting of the Board of Governors of the School of Planning and Architecture, Vijayawada, held on Monday, 13th April, 2009, in the Committee Room of the School of Planning and Architecture, New Delhi. The Comments on the Minutes, if any, may be forwarded within two weeks time.

Yours Sincerely,



(Prof. Ranjit Mitra)

Encl: as stated.

Prof. Ranjit Mitra
Director-In-charge
SPA, Vijayawada

Ref. No.F-105/D/09/SPA

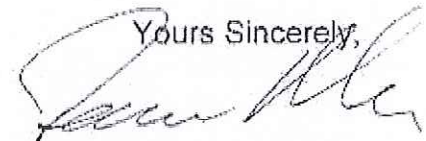
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Encl. as stated.

1.	Prof. S.K. Khanna, Chairman, BOG, SPA, Vijayawada C/o Jaypee Institute of Information Technology University, A-10, Sector-62, <u>NOIDA-201 307 (U.P.)</u>	8.	Ar. Balbir Verma, Balbir Verma & Associates, F-49, 1st Floor, East of Kailash, <u>New Delhi-110065.</u>
2.	The Principle Secretary to the Govt. of Andhra Pradesh, Deptt. of Higher Education, Room No.407, 4 th Floor, J-Block, Andhra Pradesh Secretariat, <u>Hyderabad (A.P.)</u>	9.	Shri N.K. Sinha, Jt. Secretary (Technical Education), Ministry of Human Resource Development, (Dept. of Higher Education), Shastri Bhawan, <u>New Delhi-110001.</u>
3.	Shri D.S. Meshram President, Institute of Town Planners, India, 4-A, Ring Road, I.P. Estate, <u>New Delhi-110002.</u>	10.	Shri S.K. Ray, Joint Secretary & Financial Adviser (HRD), Ministry of Human Resource Development, (Dept. of Higher Education), Shastri Bhawan, <u>New Delhi-110001.</u>
4.	Ar. Vinay Parelkar President – IIA Indian Institute of Architects, Prospect Chambers Annexe, 5 th Floor, Dr. D.N. Road, Fort, <u>Mumbai-400 001.</u>	11.	Prof. Ranjit Mitra Director, School of Planning & Architecture 4, Block – B, I.P. Estate, <u>New Delhi – 110 002.</u>
5.	Dr. K. Narayana Rao, Member-Secretary, All India Council for Technical Education, 7 th Floor, Chandriok Building, Janpath, <u>New Delhi-110001.</u>	12.	Prof. Neerja Tiku Head of the Department Department of Architecture SPA, 6, Block – B, I.P. Estate, <u>New Delhi – 110 002.</u>
6.	Dr. Dev Swarup Jt. Secretary, University Grants Commission, Bahadurshah Zafar Marg, <u>New Delhi-110002.</u>	13.	Prof. (Dr.) Ashok Kumar Head of the Department Department of Physical Planning SPA, 4, Block – B, I.P. Estate, <u>New Delhi – 110 002.</u>
7.	Dr. Mahendra Raj, Mahendra Raj Associates, A-43, 1st Floor, Okhla Phase-I, <u>New Delhi-110025.</u>		

MINUTES OF THE FIRST MEETING OF BOARD OF GOVERNORS OF THE
SCHOOL OF PLANNING AND ARCHITECTURE VIJAYAWADA HELD ON
MONDAY, 13TH APRIL 2009, AT 3.00 P.M. IN THE COMMITTEE ROOM OF THE
SPA, NEW DELHI.

Present-

1.	Prof. S.K. Khanna	Chairman
2.	Prof. Ranjit Mitra	Director-in-Charge
3.	Ar. Vinay Parelkar	Member
4.	Dr. K. Narayana Rao	Member
5.	Dr. Dev Swarup	Member
6.	Dr. Mahindra Raj	Member
7.	Ar. Balbir Verma	Member
8.	Prof. Neerja Tiku	Member
9.	Dr. (Prof.) Ashok Kumar	Member

ITEM NO.1: TO RECEIVE REPORT ON THE MEMORANDUM OF ASSOCIATION AND RULES OF SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA (ANDHRA PRADESH).

The Board of Governors noted that the School of Planning and Architecture, Vijayawada has been registered as School of Planning and Architecture Society with the office of the Registrar of Societies, Vijayawada on 4th November 2008, as circulated by the Ministry of Human Resource Development, Government of India and resolved as under:-

Resolution No.1: "Resolved to receive the Report that the School of Planning and Architecture, Vijayawada has been registered as School of Planning and Architecture Society with the Office of the Registrar of Societies, Vijayawada on 4th November 2008, as circulated by the Ministry of Human Resource Development, Government of India."

ITEM NO.2: TO CONSIDER THE REPORT OF THE DIRECTOR, SPA (VIJAYAWADA).

The Board of Governors received the report and ratified the actions taken by the Director, SPA Vijayawada as per Annexure-I.

ITEM NO.3: TO CONSIDER THE COMPOSITION OF SELECTION COMMITTEES FOR MAKING SELECTION TO THE TEACHING AND NON-TEACHING POSTS IN THE SPA, VIJAYAWADA.

The Board of Governors was apprised that an advertisement for the various teaching and non-teaching posts has already been released and applications received. There was an urgent need to constitute Selection Committees for making recruitment to faculty positions for conducting classes for the courses conducted by the School of Planning and Architecture, Vijayawada.

It was agreed that the constitution of the Selection Committees and nomination of members will be made in consultation with the Chairman of the Board of Governors and two other members of the B.O.G. to expedite the selection process. For the non-teaching posts, the Board agreed that similar Selection Committee may be adopted as practiced in SPA, New Delhi.

ITEM NO.4: TO CONSIDER PAYMENT OF REMUNERATION TO VISITING FACULTY AND FACULTY OF THE SPA, NEW DELHI WHO DELIVERED THE LECTURES/STUDIOS TO THE STUDENTS OF SPA (V).

The Board of Governors was apprised that the SPA (Delhi) is deputing its faculty for taking classes and studios for B. Arch. and B. Planning courses at SPA Vijayawada together with local visiting faculty. The School is making payment to visiting faculty of SPA (V) on the same rates and terms and conditions that of the visiting faculty appointed for SPA (New Delhi). Till date the regular faculty of SPA (Delhi) has not been paid any remuneration for taking classes/studios for SPA (V). The Board approved the payment of remuneration as 'on account' till such time that the remuneration of Visiting Faculty of SPA, Vijayawada (based on the recommendations of the VIth Pay Commission) is finalized.

Resolution No. 2: "Resolved to approve that remuneration to visiting faculty and faculty of SPA, New Delhi who are taking Lectures/Studios may be made at par with the terms and conditions of payment of SPA, New Delhi, as 'payment as on account' till such time that the remuneration of Visiting Faculty of SPA, Vijayawada (based on the recommendations of the VIth Pay Commission) is finalised."

ITEM NO.5: TO CONSIDER PAYMENT OF REMUNERATION TO NON-TEACHING STAFF OF SPA (NEW DELHI) WHO ARE INVOLVED WITH THE WORK OF SPA, VIJAYAWADA.

The Board of Governors was apprised that the SPA (Delhi) is deputing its non-teaching staff for assisting the Professor-in-charge for day-to-day functioning. Till date the regular non-teaching staff has not been paid any remuneration for assisting in day-to-day functioning as well as admission and examination process.

The Board of Governors approved the payment of the allowance amounting to 20% of the basic pay for staff of SPA, New Delhi who have been deputed for carrying out the work of SPA, Vijayawada in addition to their normal duties at SPA, New Delhi.

The payment to the Director-In-Charge of SPA, Vijayawada, Head of the Department of Architecture and Head of the Department of Physical Planning will be made on clarification from Directors of IITs who are performing similar tasks the following Resolution was adopted:

Resolution No.3: "Resolve to approve the payment of the allowance amounting to 20% of the basic pay for staff of SPA, New Delhi who have been deputed for carrying out the work of SPA, Vijayawada in addition to their normal duties at SPA, New Delhi and further approve that the payment to the Director-In-Charge of SPA, Vijayawada, Head of the Department of Architecture and Head of the Department of Physical Planning will be made on clarification from Directors of IITs who are performing similar tasks."

ITEM NO.6: TO CONSIDER NEW ADMISSIONS FOR THE ACADEMIC SESSION 2009-10

The Board of Governors was apprised that the Central Counselling Board (CCB) has already initiated process for admission to B. Arch. and B. Planning courses for the session 2009-10. The School has already communicated the same seat matrix of the session 2008-09 to CCB. It was agreed that at the time of admission, the presence of Professor-in-charge and non-teaching staff is essential. Therefore, extension may be provided to Professor-in-charge for another six months. The terms and conditions be renegotiated as per the recommendations of the Vth Pay Commission.

ITEM NO.7: TO CONSIDER HIRING OF ACCOMMODATION FOR CONDUCTING CLASSES / HOSTELS FOR TWO BATCHES OF STUDENTS OF SPA (V).

The Board of Governors was apprised that the Acharya Nagarjuna University has already requested for vacation of hostels provided by them to the students of SPA (V). In view of this situation, there is an urgent need to search for accommodation (classes and hostels) on hiring basis in Vijayawada to conduct the first year/second year classes of B. Arch. and B. Planning. It was decided that alternate accommodation may be searched in Vijayawada on priority basis.

ITEM NO.8: TO CONSIDER DIFFICULTIES BEING FACED BY STUDENTS OF SPA (V) WITH REGARD TO MESS FACILITIES

The Board of Governors was apprised that the students admitted to SPA (V) are from all over India. At present, students are facing difficulties with regard to mess facilities provided at SPA (V) at ANU. Students are not happy with the food provided by the ANU Mess. There is an urgent need for establishment of a separate mess for SPA (V) students on our own. It was decided that the present arrangement be continued.

ITEM NO.9: TO CONSIDER CONSTITUTION OF THE VARIOUS COMMITTEES AS PROVIDED IN MOA VIZ. FINANCE COMMITTEE, ACADEMIC COMMITTEE AND BUILDING COMMITTEE.

As per Rule 8, 9 and 10 of the Memorandum of Association and Rules of School of Planning and Architecture, Vijayawada, the following Committees are to be constituted:-

1. Finance Committee
2. Building and Works Committee
3. Academic Council

It was decided that the proposal for constitution of above Committees be initiated as per constitution laid down in the Memorandum of Association and Rules of SPA (V) in consultation with the Chairman, Board of Governors.

The meeting ended with a vote of thanks to the Chair.

REPORT OF THE DIRECTOR, SPA (VIJAYAWADA)

Background and admissions

The Government of India, in the Ministry of Human Resource Development (Department of Higher Education), vide their letter No. F.3-17/2008-TS.VI dated 7th July 2008, conveyed its decision to set up two new Schools of Planning and Architecture during the 11th Five Year Plan. In order to closely monitor as well as facilitate the work of establishment of these two SPAs, it was decided that the SPA, New Delhi will mentor SPA, Vijayawada and NIT, Bhopal will mentor the SPA, Bhopal initially till such time as these are properly set up.

The MHRD vide their letter No. F.3-14/2008-TS.VI dated 8th July 2008 communicated the decision of intake for the session 2008-09 as follows:

B. Arch. 72 seats
B. Planning 27 seats

The reservation for admission was as follows:

SC 15%
ST 7.5%
OBC 27%

The admissions were made based on the AIEEE-2008 examinations conducted by Central Board of Secondary Education (CBSE) and through CCB. The enrolment list for B. Arch. and B. Planning for the session 2008-09 is enclosed.

The SPA (V) was temporarily located in the campus of the Acharya Nagarjuna University (ANU), Nagarjuna Nagar, Guntur Distt. Andhra Pradesh. The ANU is a large campus of around 300 acres located on the Vijayawada-Guntur Highway, at a distance of about 20 kms. from the city of Vijayawada. ANU vide their order dated 27th August 2008 communicated that the SPA (V) may make the payment of Rs.4000/- for each student per annum to ANU towards electricity and water charges and other facilities.

The classes of B. Arch. and B. Planning were started from 1st September 2008. The ANU provided classes rooms as well as hostels both for boys and girls within the campus.

Appointment of Prof. H.D. Chhaya, as Professor-in-charge

SPA (Delhi) vide Memorandum dated 31st October 2008 appointed Prof. H.D. Chhaya, ex-Professor of Architecture, SPA (Delhi) as Professor-in-charge and Consultant for looking after day-to-day work in the SPA (V) on the consolidated emoluments of Rs.30,000/- per month, in addition to his pension drawn by him from the SPA, New Delhi for a period of six months at the first instance. He joined the SPA (V) on 10th November

2008. His term of appointment is expiring on 9th May 2009. Prof. Chhaya was delegated the financial powers for the expenditure at SPA (V) upto Rs.25,000/-

Advertisement for Faculty Position

An advertisement for faculty positions (Professor, Assistant Professor and Lecturer) for SPA (V) was given in the leading newspapers. In response, the applications have been received. For recruitment of faculty positions, there is a need for constitution of Senior Staff Selection Committee both for B. Arch. and B. Planning Departments.

Advertisement for Non-Teaching Positions

An advertisement for non-teaching positions for SPA (V) was given in the leading newspapers. In response, the applications have been received. For recruitment of faculty positions, there is a need for constitution of Selection Committees for non-teaching positions.

Purchase of furniture/equipment/Books

The following furniture/equipment has been purchased:

Furniture

1. Stools
2. Studio Tables
3. Office Tables, Chairs, Almirahs

Equipment

1. Computers
2. Printer
3. Fax Machine
4. Air conditioners

Books

Books in the fields of planning and architecture have been purchased and sent to SPA (V).

Issue related to Land Procurement

A team of three faculty members consisting of Dr. V. Thiruvengadam, Dr. Sanjukta Bhaduri and Prof. Manoj Mathur visited the Polytechnic at Vijayawada. They have already submitted their report