



MAHARSHI DAYANAND UNIVERSITY ROHTAK

(Established under Haryana Act No. XXV of 1975)
'A+' Grade University accredited by NAAC

Minutes of the meeting of the Deans of the Faculties, Members of the Core Group and Statutory Officers presided over by the Vice-Chancellor today on 03.05.2020 at 11.00 AM in the Committee Room of the Vice-Chancellor's Office observing all the norms/do's and don'ts of social distancing.

At the outset, the Vice-Chancellor welcomed the all present and appreciated the contribution of everyone for various measures adopted to check the COVID-19 on the Campus.

The following decisions were made:

- No official/non-official residing in the containment area be allowed to enter in the University.
- The issue regarding giving some incentive to those employees, who have been performing the duties on the Campus during the lockdown period, was considered and resolved that the Group D employee(s), who have performed the duties for more than 15 days in a month, may be given an incentive of Rs.1500/- and those who performed the duty for 20 days or more in a month be given an incentive of Rs.2500/-
- The issue regarding payment of salary during the lockdown period to the Mess Staff working in the Hostels was raised by the Chief Warden (Girls). It was decided that the Finance Officer may examine the case and give his specific recommendations on the issue keeping in view the funds position of hostels.
- A Book Shop and a Photostat Shop on the Campus be allowed to be opened with time restrictions to facilitate the residents on the Campus.
- University Central Library may be allowed to be opened for 2-3 hours with minimum required staff to issue/return of books and to get the plagiarism checked for dissertations, theses, etc.
- As per the UGC Committee Report, the examinations are expected to be held w.e.f. 01.07.2020 and hence preparations for the examinations need to be done. It was, therefore, resolved that Examination Wing be allowed to be opened with minimum required staff (not more than 1/3rd of the total staff in case of Group C and D

employees) to complete the preparations for the examinations expected to be held w.e.f. 01.07.2020.

- Status regarding Registration Returns/Continuation Returns be obtained from R&S Branch and if the schedule of submission of RRs/CRs requires revision, the same may be got done in consultation with the COE and the Director, UCC.
- The Director, Distance Education may be asked to submit the status regarding Study Material and other issues as per new pattern of the Distance Education Bureau as on 30.04.2020 within next 3 days positively.
- Status regarding completion of the syllabi of different programmes running in the UTDs was also discussed. It was resolved that the exact status of the respective Departments be submitted in writing by 04.05.2020 (evening).
- Online Classes/Workshops for M.Phil./Ph.D. Course Work students be organized and completed before 31st May, 2020 by all the Faculties.
- The Question Papers be got set from the entire syllabus and keeping in view the special circumstances in view of COVID-19, the students be permitted to attempt “Any Five” of the questions contained in the respective Question Papers and necessary amendment in Ordinances or Instruction Manual be taken up/done timely.
- Under these circumstances, there seems very less feasibility of conducting Class Tests of the students as far as the internal assessment is concerned. Therefore, in lieu of the Class Tests, as an alternate, the faculty members may give assignments of 10 marks to the students. Thus, the internal assessment of 20 marks may comprise 5 marks for attendance, 5 marks for Assignment-I and 10 marks for assignment-II/Class Test.
- The issue regarding admissions was deliberated and it was resolved that a Committee be constituted to give its recommendations. As on date, it is not sure as to whether the admissions are to be made centralized or otherwise. Whether the examinations for admission are to be conducted online or the admissions are to be made on the basis of qualifying examination marks, the Committee may give its recommendations taking into considering all the eventualities.
- Orientation and other Capacity Building Programmes for online teaching and learning for the faculty be conducted online by the Faculty Development Centre during the lockdown period and beyond.

- Information regarding various activities/initiatives/best practices taken up/done during the lockdown period be complied by seeking information online from the faculty and other officers by the IQAC by devising proforma and the same be documented.
- The issue regarding the new Academic Calendar was also deliberated upon. It was resolved that if the situation eases, then the examinations of terminating semesters may be started from 1st July, 2020 by providing Window Period to the students to interface with the teachers. The examinations of intermediate semesters may be conducted in the months of September/October or when the situation becomes normal. However, the classes for the next semester in case of students of intermediate semesters may be conducted w.e.f. 16.07.2020 through online mode. Admission process for fresh students may be started in the month of August, 2020 and the academic session for them may be started w.e.f. 01.09.2020.
- HoDs of various departments/branches may attend the offices and they may call the need-based minimum required staff for dealing with the official work/files required for making preparation for exams, evaluation and new Academic Calendar.
- Wherever and whenever the staff is engaged for essential purpose on the University Campus, the lockdown do's and don'ts and other safety measures for public and work places be strictly followed.

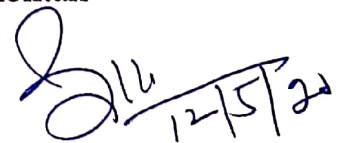
REGISTRAR

Endst. No. SK/Misc./2020/ 2731-2806

Dated: 12.05.2020

Copy of the above is forwarded to the following for information and compliance.

1. All the Deans of the Faculties, M.D.University, Rohtak
2. All the Hods, M.D.University, Rohtak
3. D.C.D.C., M.D.University. Rohtak
4. C.O.E., M.D.U., Rohtak
5. F.O., M.D.University. Rohtak
6. Joint Director, Audit, M.D.University, Rohtak
7. Director, UCC for uploading the same on the University website.
8. All Branch Officers, M.D.University, Rohtak
9. O.S.D Vice-Chancellor/Registrar, M.D.University. Rohtak
10. P.A. to Dean Academic Affairs, M.D.University, Rohtak
11. P.A. to Registrar, M.D.University. Rohtak



Dy. Superintendent (Academic)