

## Minutes of the meeting of HoDs with HVC held on 16<sup>th</sup> July 2019

A meeting of Deans, Heads of Departments and Officers with Hon'ble Vice Chancellor was held on 25<sup>th</sup> July'19 at 3 p.m. in the Vice Chancellor's chamber to discuss on the progress of RGUCET (2019-20) admissions.

The following members were present:

1. Prof. Saket Kushwaha, Vice Chancellor
2. Prof. Tomo Riba, Registrar i/c
3. Prof. Amitava Mitra, Director, IQAC
4. Prof. R.K. Singh, Dean, Life Sciences
5. Prof. Tasi Kaye, Dean, Fac. of Commerce & Mgt.
6. Prof. P.K. Panigrahi, Dept of Political Science
7. Prof. Otem Padung, Dept. of Commerce
8. Prof. Kh. Kabi, Dept. of Mass Communication
9. Prof. Oken Lego, Dept. of Hindi
10. Prof. Elizabeth Hangsing, Dept. of Education
11. Prof. Kesang Degi, DSW
12. Dr. Anil Mili, Dept. of Physical Education
13. Dr. Sanjeev Kumar, Dept of Physics
14. Dr. K.P. Singh, Dept. of Social Work
15. Mr. Ani Taggu, Dept of CSE
16. Mr. Jagdeep Rahul, Dept. of ECE
17. Dr. David Pertin, Jt. Registrar (Academic/Conference)
18. Dr. Nani T. Jose, Jt. Registrar (Examinations/Registration)
19. Mr. T.D. Megeji, Jt. Director, Computer Centre
20. Mr. Solung Sonam, System Analyst

At the outset the Chairman welcomed all the members and initiated the discussion. The following points were then discussed and resolved in the meeting:

- The CoE i/c informed that there are a few departments who have not yet submitted the soft and hard copy of 3:1 ratio of student's list and those Departments may be asked to submit the same at the earliest. A circular shall be issued to the defaulters by CoE i/c. He further informed that the data submitted by the Departments have already been uploaded on the portal. *(Action to be taken by: Joint Registrar (Exams))*
- Joint Director, Computer Centre informed that it will be intimated to students through personal email/sms to submit the required documents for claim of reservation/weightage, etc within the deadline by hand or through e.mail. The message shall also be uploaded on RGUCET portal.

### Admission Dates:

It was unanimously agreed to reschedule the admission dates for admission to 1<sup>st</sup> Semester as follows:

1. Notification of Final Selection List  
by HoDs/Directors/Coordinators : 31<sup>st</sup> July 2019  
  
(Merit list would be made available in the Notice Boards of the Departments and on  
RUGCET/Admission Portal)
2. Completion of Department specific GD/PI : 31<sup>st</sup> July to 4<sup>th</sup> Aug'19
3. Admission of Selected students : 5<sup>th</sup> and 6<sup>th</sup> Aug'19
4. Admission of waitlisted students : 7<sup>th</sup> Aug'19
5. The selected students will get their original documents verified in person and they will take admission by depositing the required fees on the spot through online by any of the options provided below:
  - i) Through a designated Centralized Counter
  - ii) Through the concerned Departments (subject to availability of such facility)
  - iii) Through digital payment system (online)
  - iv) Through deposition of Treasury Challan in Vijaya Bank Branch, RGU Campus

*(Action to be taken by: Joint Registrar (Academic))*  
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**Allotment of Hostel seats**

Hostel seats shall be allotted on the basis of intake capacity (as per merit). It was resolved that hostel seats shall be allotted by the HoDs. DSW shall provide details of vacant hostel seats to the HoDs on or before 29/07/2019 for allotment on merit basis to 1<sup>st</sup> and 3<sup>rd</sup> Semester students. She will also provide details of Male-Female ratio for allotment. To decide on the allotment of hostel seats, it was resolved to constitute a committee internally with the following members:

- |  |   |             |
|--|---|-------------|
| 1. Prof. Kesang Degi, DSW                | - | Chairperson |
| 2. Prof. Tasi Kaye, Dean, Comm & Mgt.    | - | Member      |
| 3. Prof. R.K. Singh, Dean, Life Sciences | - | Member      |
| 4. Prof. Otem Padung, HoD, Commerce      | - | Member      |
| 5. Prof. Oken Lego, HoD, Hindi           | - | Member      |
| 6. Mr. Gomar Basar, A.R (Est)            | - | Convenor    |

**B.Ed admission**

The Govt. of Arunachal Pradesh has forwarded a list of 13 in-service teachers against the fixed quota of 15 seats for admission in B.Ed course. It was resolved that they may be given admission as per norms and prevalent practice.

**Mess Fee**

It was resolved to call a meeting of hostel management committee to discuss on the mode of deposition of Mess Fee. Towards this, it was resolved to constitute a committee administratively.

**Weightage**

Additional weightage of 10% marks secured in Entrance Test shall be given to all bonafide students from affiliated colleges of RGU and 5% to all APST students passing out from other UGC recognized institutions.

**Induction Programme**

It was tentatively decided to have Induction Programme on 20 August 2019 where Hon'ble Chief Minister will grace the function as the Chief Guest.

The meeting came to an end with vote of thanks proposed by Registrar.

*Sd/-*  
Registrar I/c

Copy for information/compliance to:

1. PS to Vice-Chancellor.
2. All Deans of Faculties.
3. All HoDs/Director(s)/Coordinator(s).
4. PS to Registrar/CoE.
5. Joint Registrars, Academic/Examinations.
6. Joint Director (Computer Centre).
7. System Analyst (CC)
8. File.

*Diya*  
26.07.19

Registrar  
Rajee Gandhi University

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