



PONDICHERRY UNIVERSITY  
EXECUTIVE COUNCIL SECTION

No. PU/NT-14/E.C. Section /117<sup>th</sup> EC/2013-14/30

Date: 22.01.2014

I.D. NOTE

Sub: 117<sup>th</sup> Meeting of the Executive Council – Relevant item of Agenda  
and Minutes forwarded for further action – Reg.

\* \* \*

The relevant extracts of the agenda and minutes of the 117<sup>th</sup> meeting of the Executive Council held on 22<sup>nd</sup> November 2013 at Pondicherry University, Puducherry is forwarded herewith for necessary action.

A report of the action taken on the minutes may kindly be sent to the undersigned at the earliest for placing the same before the next meeting of the Executive Council.

It may please be noted that report on the action required as per minutes communicated would be complete only when the action required is completed. Hence, the action required on the same, if not completed would require periodical reporting on the progress of the same till its completion. The status of the pending action if any on the earlier minutes of the Executive Council may also please be furnished to the undersigned on or before 31<sup>st</sup> January 2014.

  
DEPUTY REGISTRAR (ADMN.)

To

1.	The Director i/c Directorate of Distance Education Pondicherry University	2013.117.167
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2013.117.167

**TO CONSIDER THE REPORT OF THE COMMITTEE CONSTITUTED TO  
EXAMINE THE MANPOWER REQUIREMENTS AND OTHER MATTERS  
OF DIRECTORATE OF DISTANCE EDUCATION**

The Governing Board of the Directorate of Distance Education (DDE), Pondicherry University, in its 9<sup>th</sup> meeting held on 07.03.2013 has constituted a Manpower Requirement Committee under the chairmanship of Prof. M. Ramadass, Director (SEI&RR) with four members.

After threadbare discussions on manpower requirements and other matters of DDE, the committee has submitted its report containing the agenda and resolutions. (Annexure-XI)

The same is placed before the Council for consideration.

PONDICHERY UNIVERSITY  
DIRECTORATE OF DISTANCE EDUCATION

As decided in the IX Governing Board Meeting of Directorate of Distance Education held on 07.03.2013 at 11.00 a.m in the E.C Hall of Pondicherry University, a Manpower Requirement Committee has been constituted under the chairmanship of Prof. M. Ramadass, Director (SEI&RR) with four members.

The said committee met two times ie., on 16.05.2013 (with 5 agenda items) and 28.08.2013 and had a threadbare discussion on manpower requirements and other matters of DDE. A brief note about the outcome of both meetings is presented here.

**Resolution-I** Regularization of contract employees who are serving in DDE for more than 10 years could be made by following statutory and administrative procedure in the matter and suggested to move separately.

**Resolution-II** Our Directorate has a plan to introduce new courses, two sessions (July and January) admissions in a year instead of one time (July), provision of lateral entry, planning to go for virtual learning programme, proposes to increase the twinning centre etc. Plan to introduce few new UG & PG courses which have contemporary relevance and market potential.

It has increased and will further increase the workload which needs additional manpower on various categories as given in the justification statement. Apropos to Manpower requirements of DDE, the committee after going through the need for each post resolved to recommend the proposal in principle and the same may be implemented in 2 phases as given in the annexure I. The financial implications and revenue augmenting avenues were also discussed (presented statement is in annexure II) and found feasible.


Having gone into the need for manpower requirement and its feasibility of accommodating the additional requirement, the committee recommends this proposal of additional manpower for the approval of EC. The projected Income and Expenditure statement for 3 years is placed below for perusal (Annexure II).

**Resolution-III** The committee has recommended to look into the feasibility of placing the academic co-ordinators in GP Rs.4600/- (in PB2) with the administrative view.

**Resolution-IV** With regard to the appointment of Store Keeper and PRO, the committee resolved to continue the present arrangement in view of government policy not to sanction such isolated posted.

**Resolution-V** The committee approved the payment of honorarium to the Office Attendant who is attending the store activities in DDE.

The minutes of both meetings are enclosed for approval of VC and for decision to place it in EC.

  
Director – DDE.

The committee to examine the man power requirements of DDE met on 28.08.2013 at 11.30 AM for the second time in the Chambers of the Director (SEI&RR).

Members

Prof. M. Ramadass, Director (SEI&RR)	Chairman
Prof. Chambi Puranik, Academic Advisor, MMIHE, Bangalore	External Member
Shri. K. Vijayakumaran, IA&AS, Finance Officer	Member
Dr. J. Sampath, Controller of Examinations	Member
Dr. P.Natarajan, Director, DDE	Member

All the members were duly presented

The Chairman welcomed the members. The Director, DDE appraised the present workload, new courses to be introduced during the academic year 2013-14 and the present staff strength/staff structure and future requirements.

Agenda (1): To discuss about the regularization of services of DDE Staff.

The Director informed the committee that all the posts created for DDE are on contract basis only. Considering the long years existence of DDE, these posts may be created on regular basis and the existing staff, who are working on contract basis may be regularised.

Resolution: After due discussion the committee was of the unanimous opinion that the issue of regularisation for contract employees, who have served for DDE for more than 10 years needs to be resolved on priority basis. Therefore, committee recommended that the matter may be moved by the Director, by following the statutory and administrative procedure in the matter.

The committee also recommends that creation of a Corpus fund to take care of the terminal benefits may also be explored.

Agenda (2): The Manpower requirements of DDE and the mode of induction of such staff in light of starting new courses and expansion programmes from the academic year 2013-14.

The Director stated that due to introduction of new courses, two session (July and January) admissions in a year instead of one time (July), provision for lateral entry, going for virtual learning programme, proposed increase in twinning centres etc., workload has increased immensely. As the regular staff working in DDE are deployed

from the university main pool, separate Group C posts may have to be created in addition to the Group A and B posts.

The Controller of Examination - DDE has given the requirement and informed the committee that though the DDE is presently offering 10 MBA courses and 4 Diploma only, the examination wing has to conduct examinations for 27 courses put together at 29 centres, in order to help the old students and also the students at various parts of the country.

As there is no personal/direct contact with the students, this unit has to attend grievances pertaining to Examinations, Result, Mark lists, Provisional Certificate and Degree Certificate.

Examination is time bound, sensitive and confidential work. Thus, it requires staff at all levels for proper verification, checking, database monitoring, conduct of exam and valuation.

Resolution: Apropos to Man power requirements of DDE, the Committee after going through the need for each post proposed and deliberated on the justification furnished resolved to recommend that the proposal of Directorate is accepted in principle and the same can be implemented in two phases as detailed in the annexure. Phase I will commence in 2013 after obtaining approval from the appropriate authorities. Further, the above additional staff has to be supported out of the revenue generated by the DDE so as to justify the creation and need for the posts approved as per the annexure. Financial implications and the revenue generation potentials in phase -wise have also to be worked out by the Directorate.

It is also the unanimous opinion of the committee that the above new manpower proposed should take care of the increasing work of the Directorate and also to introduce new programmes to enhance the enrollment and revenue by expanding the scope and activities of DDE

Agenda (3): The scale of pay, change of designation and promotions to the contract staff working in DDE

The Director has informed that Ms. A. Madhavi Latha and Ms. P. Nibedita, are working as Academic Coordinators (Level I) since Nov/Dec 1996. They are performing their duties from the inception and contributed a lot for the development of DDE. Initially, they have been placed on consolidated pay on contract basis. Later, they have been brought into time scale w.e.f 17.07.2009 in pay Band 2 with Grade pay of Rs.4,200/- on five year contract. The Director informed the committee that they have requested to

place them higher pay band i.e pay band 3 with Grade Pay of Rs.5,400/- appropriate Grade Pay.

Resolution: As already decided in the I meeting, Director can take up the issue with University Administration on the lines suggested.

The meeting came to an end with thanks to the Chair.



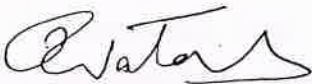
Dr.J.Sampth  
Controllor of Examinations  
Exam - DDE

(e-consent)

Prof. Chambi Puranik  
Academic Advisor, MMIHE  
Bangalore



Shri.K.Vijayakumaran  
Finance Officer



Prof. P. Natarajan  
Director, DDE



Prof. M. Ramadass  
Director (SEI&RR)

# Annexure - I

## Requirements of Additional Posts for DDE

s.l no	Name Of The Post	No .of. Post				Phase I	Phase II	Total
		Existing sanction ed	Existing staff (DDE)	Existing staff (Exam)	Additional Requirement			
1	Director	1	1	-	0	-	-	1
2	Joint Registrar	0	-	-	2	2	-	2
3	Deputy Registrar	0	-	-	2	1	1	2
4	Deputy Director	1	-	-	0	-	-	1
5	Assistant Professor	5	3	-	5	3	2	10
6	Assistant Registrar	6	2	2	3	2	1	9
7	Assistant Librarian	1	0	0	0	0	0	1
8	Assistant Director	1	1	-	1	-	1	2
9	Section Officer	3	-	2	3	1	2	6
10	Private Secretary	0	-	-	1	-	1	1
11	Senior Assistant	0	2*	3*	16	10	6	16
12	Personal Assistant	0	-	-	2	1	1	2
13	Academic Co-Cordinator	2	2	-	0	-	-	2
14	Assistant	0	-	3*	12	8	4	12
15	Junior Assistant	0	2*	4*	8	2	6	8
16	Programmer	0	-	-	1	-	1	1
17	Sr. Technical assistant	1	0	1	0	-	-	1
18	Comp.Asst/DEO	4	4+2*	2*	8	2	6	12
19	Driver	1	1	-	0	-	-	1
20	Semi-Prof.Asst.	-	1*	-	-	-	-	-
21	Office Attendant	-	2	3	-	-	-	-
	Total	26	23	20	64	32	32	90

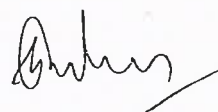
\*Deployed From University Staff

Note: Sanction of posts will be considered in phases.

*Arater*

JUSTIFICATION

Sl. No	Name of the Posts	Number of Posts		Justification
		Existing	Additional	
1	Joint Registrar	0	02	Overall supervision in DDE and DDE-Exam and to assist the Director.
2	Deputy Registrar	0	02	<p>In DDE to monitor the general administration, financial and accounting transactions, despatch, purchase and stores, data base management system and grievance redressal mechanism.</p> <p>In DDE – Exam to monitor the examination system, conduct of examinations, valuation, declaration of results in time, issue of certificates, attending of grievances, Purchase and stores of confidential and common stationery items, Finance and Accounting procedures, data base Management and despatch.</p>
3	Deputy Director	01	0	To monitor the academic matters of the DDE
4	Assistant Professor	05	05	As per the norms of the DEC, one faculty must be appointed for each course
5	Assistant Registrar	06	02	<p><u>DDE – Main:</u> - Each one AR for</p> <ul style="list-style-type: none"> <li>-Admissions and Despatch,</li> <li>- Printing, Purchase and Stores,</li> <li>- MIS and Grievances redressal</li> <li>Finance and Accounting</li> </ul> <p><u>DDE - Exam :</u> - Each one AR for</p> <ul style="list-style-type: none"> <li>-Printing, Stationery, Purchase and Stores Issue of Certificates and despatch</li> <li>- Conduct of Exam at 29 centres/27 courses, valuation and declaration of results</li> </ul>



				<p>-Data Base Management, Grievances redressal and</p> <p>- finance and accounting</p> <p><u>Finance Section</u> One AR to sanction and adjustment of Accounts, preparation of annual accounts, attending audit, etc.</p>
6	Assistant Director	01	01	To take care of the academic work
7	Section Officer	03	03	<p><u>DDE – Main:</u> - Each one SO for</p> <p>- Despatch, Printing, Purchase and Stores,</p> <p>- Grievances redressal , Finance and Accounting</p> <p><u>DDE - Exam :</u> - Each one SO for</p> <p>-Confidential Unit</p> <p>-Printing, Stationery, Purchase and Stores, Issue of Certificates and despatch</p> <p>- Conduct of Exam at 29 centres/27 courses, valuation and declaration of results and</p> <p>- finance and accounting</p>
8	Private Secretary	0	01	For Director's Office
9	Senior Assistant	0	16	<p><u>DDE – Main:</u> - Each one Senior Assistant for</p> <p>- Admission 1</p> <p>- Despatch, 1</p> <p>- Printing, Purchase and Stores, 1</p> <p>- Grievances redressal 1</p> <p>- Finance and Accounting 1</p> <p><u>DDE - Exam :</u></p> <p>-Confidential Unit 1</p> <p>-Printing, Stationery, Purchase and Stores, 1</p> <p>-Issue of Certificates and despatch 1</p> <p>- Conduct of Exam at 29 centres/27 courses 1</p> <p>- valuation and declaration of results PG/MBA 3 and UG/Dip 2</p> <p>- finance and accounting 1</p>

*Signature*

				Finance Section : For DDE finance and Accounting process
10	Personal Assistant	0	02	For two Joint Registrars
11	Academic Coordinator	02	0	To attend the queries and admission related work
12	Assistant	0	12	<u>DDE – Main:</u> - Each one Assistant for - Despatch, 1 - Printing, Purchase and Stores, 1 - Finance and Accounting 1 <u>DDE – Exam :</u> -Confidential Unit 1 -Printing, Stationery, Purchase and Stores, 1 -Issue of Certificates and despatch 1 - Conduct of Exam at 29 centres/27 courses 1 - valuation and declaration of results PG/MBA 2 and UG/Dip 1 - finance and accounting 1 <u>Administration :</u> For the service matters of DDE Employees 1
13	Junior Assistant	0	08	<u>DDE – Main:</u> - Each one Senior Assistant for - Despatch, Admission 1 - Finance and Accounting 1 <u>DDE – Exam :</u> - -Issue of Certificates and despatch 1 - Grievances 1- valuation and declaration of results PG/MBA 1 and UG/Dip 1 - finance and accounting 1 <u>Finance Section :</u> For DDE finance and Accounting process
14	Semi-Professional Assistant	01	0	To take care of the DDE Library
15	Driver	01	0	For the DDE vehicle
16	Programmer	0	01	For both DDE and DDE- Exam for updating and maintaining the DDE web portal, Students data base, computerisation of exam wing, etc

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17	Senior Tech Assistant	01	0	To look after the programming for DDE exam related process
18	Computer Assistant/DEO	04	08	<p><u>DDE Main:</u> To up date the web portal, Students admission data, DD remittance particulars, preparing computerised communications to the students, Despatch data preparation ,etc - 7</p> <p><u>DDE Exam:</u> Processing of exam Applications, preparation of exam galley, date war, preparing the absentees statement, entering the marks, preparing the statement of marks, provisional certificate, degree certificate, consolidated mark list, despatch data -6</p> <p>Finance Section -1</p>

GM

**DDE Minutes -**

puranik702@yahoo.com &lt;puranik702@yahoo.com&gt;

Wed, Oct 30, 2013 at 3:20 PM

Reply-To: puranik702@yahoo.com

To: NATARAJAN P &lt;natarajanppu@gmail.com&gt;

Dear Dr.Natarajan,I hereby give my consent for the proceedings/minutes of the Manpower Committee Requirements Meeting as per your DDE Minutes email. Kindly send hard copy of the same for my formal signature to confirm the same.Sorry for the delay in responding to your earlier message.Wish you all success in making DDE of your great University as a HIGH QUALITY/INNOVATIVE instrument of providing Employable Programmes to benefit your Students.WW WISHES.Prof.Chambi Puranik.  
Sent from BlackBerry® on Airtel

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**From:** NATARAJAN P <natarajanppu@gmail.com>**Date:** Wed, 30 Oct 2013 14:59:51 +0530**To:** <puranik702@yahoo.com>**Subject:** DDE Minutes -

Dear Sir,  
Namaskar

Happy to interact with you through this mail. As I told you in person, the minutes of the 2nd Meeting of the Manpower Requirement Committee after obtaining consent from our FO and Director (Studies) Prof. M.Ramadass is enclosed for your consent. Kindly go through it and give your consent for the minutes. We are working for our ensuing convocation on 25th Sep. . Thank you very much for thought provoking information and advice. Have a nice day.

with regards,

Prof. P. Natarajan.

—  
Dr.P.NATARAJAN | Professor & Head | Coordinator (UGC SAP DRS - 1) | Department of Commerce  
| Pondicherry University | R.V.Nagar | Kalapet | Puducherry - 14 | India.  
Office: 0413-2654694 | Mobile: 9443095454.

The committee to examine the man power requirements of DDE met on 16.5.2013 at 3.30 p.m. in the Chambers of the Director (SEI&RR).

Members

Prof M. Ramadass , Director(SEI&RR)	Chairman
Dr G Anjaneya Swamy, Director,DDE	Member
Shri K Vijayakumaran, IA &AS, Finance Officer	Member
Dr. J. Sampath, Controller of Examinations	Member
Prof Chambi Puranik , Academic Advisor, MMIHE, Bangalore	External Member

Since Dr. J Sampath, Controller of Examinations could not attend the meeting due to his preoccupations, Smt. S.Punitha, Assistant Registrar, Exam – DDE attended the meeting.

The Chairman welcomed the members. The Director, DDE appraised the present workload, new courses to be introduced during the academic year 2013-14 and the present staff strength/staff structure and future requirements.

It was also informed that so far 26 posts have been created (Flag A) on contract basis. The Group C staff, who are presently working in DDE and DDE – Exam, have been deployed from the university main pool. No clerical (Non-Teaching) level posts have been created so far.

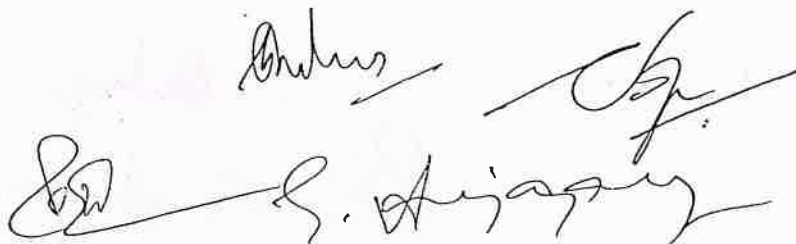
Agenda (1): To discuss about the regularization of services of DDE staff.

The Director informed the committee that all the posts created for DDE are on contract basis only. Considering the long years existence of DDE, these posts may be created on regular basis and the existing staff, who are working on contract basis may be regularised.

Resolution: Regularisation of existing staff will not come under the purview of this committee, which is purely an administrative decision. It was suggested to move a file separately for consideration at appropriate time.

Agenda (2): The Manpower requirements of DDE and the mode of induction of such staff in light of starting new courses from the academic year 2013-14.

The Director stated that due to introduction of new courses, two session (July and January) admissions in a year instead of one time (July), provision for lateral entry, etc., workload has increased immensely. As the regular staff, working in DDE are deployed from the university main pool, separate Group C posts may have to be created in addition to the Group A and B posts.



The Assistant Registrar, Exam – DDE has given the requirement and informed the committee that though the DDE is presently offering 7 MBA courses only, the examination wing has to conduct examinations for 27 courses at 29 centres, in order to help the old students and also to the students at various parts of the country.

As there is no personal/ direct contact with the students, this unit has to attend grievances pertaining to Examinations, result, mark lists, Provisional Certificate and Degree Certificate.

Examination is time bound, sensitive and confidential work. Thus it requires staff at all levels for proper verification, checking, database monitoring, conduct of exam and valuation.

Resolution: The committee looked into the requirements of both DDE and Examination – DDE wing and instructed both the units to give justifications for the requirement. It was also felt to have one more sitting to discuss further into this issue. With regard to computer staff, it was decided to discuss with the Systems Manager, Computer centre.

Agenda (3): The scale of pay, change of designation and promotions of the contract staff working in DDE

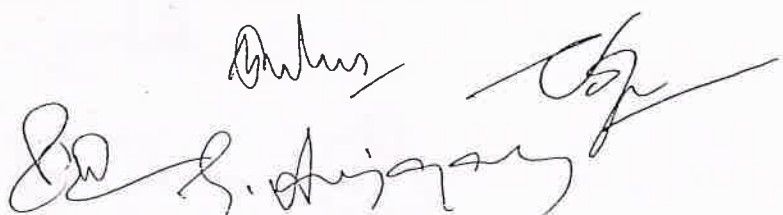
The Director has informed that Ms. A .Madhavi Latha and Ms P Nibedita , are working as Academic coordinators(Level ) since Nov/Dec1996. They are performing their duties from the inception and contributed a lot for the development of DDE. Initially, they have been placed on consolidated pay on contract basis. Later, they have been brought into time scale w.e.f 17.07.2009 in Pay Band 2 with Grade pay of Rs.4200/- on five year contract. The Director informed the committee that they have requested to place them higher pay band i.e. pay band 3 with Grade Pay of Rs.5400/appropriate Grade Pay.

Resolution: The committee is of the opinion that they have been brought into scale of pay in 17.7.2009 only. There is no provision to give GP Rs.5400/- skipping 3 grade pay/ stages (Rs.4600, Rs.4800, and Rs.5400 in PB 2). However, considering their contribution and long years of service on consolidated pay without much benefit, the committee recommended the administration to look into the feasibility of placing them in GP Rs.4600/ in PB 2. This needs to be discussed further along with Administration's view in the matter.

Agenda (4): To examine the appointment of Store Keeper and Public relations Officer for DDE

The Director explained the committee since the DDE is printing the study materials and proper accounting and monitoring has to be taken care throughout the year, it is felt that a post of Store Keeper has to be created in DDE. The Director also requested for creation of one post of Public Relations Officer, as the DDE has to market the courses all over India and apart from Twinning Centres there is a proposal to have study centres all over the country. In order to improve the Public Relations activities, the Director requested to create one post of Public Relations Officer exclusively for DDE.

With regard to the post of Store Keeper, the University Main wing, which is at present dealing a huge volume and varieties of goods, does not have a Store Keeper. As promotional avenues are absent, it is Govt's policy not to sanction such isolated posts. It was therefore resolved to continue the present arrangement.




Agenda (5): To consider and approve the Honorarium to Office Attendant for attending the work of study material maintenance and dispatch in the DDE Godown

The Director explained the committee the existing Office Attendant is looking after the Stores is perfectly performing the job. The Director mentioned that the dedication and involvement of the existing staff are highly commendable. The Director placed a proposal to pay honorarium to the concerned employee @ Rs.5000/ per semester.

Resolution: The committee agreed to the proposal for payment of honorarium of Rs.5000/ per semester and suggested to put up the file for payment at the end of the semester with the recommendation of the Director.

The meeting came to an end with thanks to the Chair



Smt. S. Punitha  
Assistant Registrar  
Exam. -DDE

(e-consent)

Prof Chambi Puranik  
Academic Advisor, MMIHE  
Bangalore



Shri K Vijayakumaran,  
Finance Officer



Prof. G. Anjaneya Swamy  
Director, DDE



Prof. M. Ramadass  
Director (SEI&RR)

Re: MPP Minutes - Reg.

from puranik702@yahoo.com to you  
Show Details

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- 
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Approval/Consent for the proceedings of MPP Meeting held on 16-5-2013. I congratulate you on being I/C DIRECTOR OF DDE. Reg Agenda 3, 4 and 5, the committee needs more details/Justification. Pl. obtain the same and hold Meeting. You may fix the Meeting on 29th or 30th of August. WW Wishes, Prof. Chsambi Puranik, AC/Ex MEMBER of DEC, B'lore Palace, B'lore.  
Sent from BlackBerry® on Airtel

From: natarajan packirisamy <natarajanppu@yahoo.co.in>  
Date: Wed, 14 Aug 2013 20:07:18 +0800 (SGT)  
To: puranik702@yahoo.com <puranik702@yahoo.com>  
ReplyTo: natarajan packirisamy <natarajanppu@yahoo.co.in>  
Subject: MPP Minutes - Reg.

Dear Professor,

Nice Greetings from DDE, Pondicherry University.

I am happy to contact you after assuming Additional Charge as Director, DDE, Pondicherry University. I am happy to note that you are our Governing Body Member and also a Member in the Manpower Committee. I enclosed a Minutes of the Manpower Requirements Committee Meeting held on 16.5.2013 for your perusal and consent. Kindly go through the minutes and give your consent for the acceptance by return mail. All other members have gone through it and signed in the minutes.

The Committee further suggested to have one more sitting to decide and finalize the manpower requirement. Kindly give your convenient date before 31<sup>st</sup> August.

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Applications

Dear Prof. Natarajan,  
(As per our telecon)  
I am writing to you on  
behalf of Careers360  
Magazine, New  
Delhi ([www.careers360.co](http://www.careers360.co))  
which is coming out  
with Distance  
Education issue. The  
issue is focusing on  
the Student's  
queries related to  
distance education.  
In this regard, I wish  
to interview you. I'm  
sending you a few  
questions - which will  
be quoted in the  
magazine. I am sure,  
your answers on  
these questions will  
give a new road map  
to the lakhs of  
students. Your advice  
will help them to take  
a right decision for  
their career.

Below are the  
questions:

1. If aspirant wants to  
do his/her graduation  
through Distance  
Learning, which would  
be better an online or  
offline mode of  
learning.
2. Full time course  
has more worth as  
compare to distance  
education? Is it true?  
(Please Explain)
3. If a fresh graduate  
wants to do an MBA  
or Master's degree  
through Distance  
Learning but they do  
not have any work  
experience. Will it

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# PONDICHERRY UNIVERSITY

## DIRECTORATE OF DISTANCE EDUCATION

### PROJECTED INCOME AND EXPENDITURE FOR NEXT THREE YEARS

[ Rupees in LAKHS ]

Sl.No.	Details	2012-13	2013-14	2014-15	2015-16
***	<b>STUDENTS STRENGTH</b>	<b>9046</b>	<b>8369</b>	<b>12868</b>	<b>19150</b>
	<b>INCOME :</b>				
1	FEES FROM STUDENTS & TWINNING PROGRAMME INSTITUTIONS [ TUITION FEES, EXAM FEES AND OTHER FEES ]	1074.41	1339.91	2224.22	2990.97
2	INTEREST ON INVESTMENTS, ETC.,	45.36	49.90	54.89	60.37
	<b>TOTAL (A)</b>	<b>1119.77</b>	<b>1389.81</b>	<b>2279.11</b>	<b>3051.34</b>
	<b>EXPENDITURE :</b>				
1 (a)	ESTABLISHMENT EXPENDITURES ( )	267.43	294.17	323.59	355.95
(b)	ADDITIONAL COMMITMENT IN THE FORM OF SALARY & PENSION FUND CONTRIBUTION	-	136.62	247.54	265.38
2	OTHER ADMINISTRATIVE EXPENDITURES	252.77	328.60	427.18	555.34
3	DEPRECIATION & MAINTENANCE	19.38	21.32	23.45	25.80
4	PROPOSED APPORTIONMENT TOWARDS CAPITAL EXPENDITURE [ FURNITURE, COMPUTER, STUDIO SETTING AND OTHERS ]	-	27.00	32.00	35.00
	<b>TOTAL (B)</b>	<b>539.58</b>	<b>807.71</b>	<b>1053.76</b>	<b>1237.47</b>
	<b>EXCESS OF INCOME OVER EXPENDITURE [ A - B ]</b>	<b>580.19</b>	<b>582.10</b>	<b>1225.35</b>	<b>1813.87</b>

**PONDICHERRY UNIVERSITY  
PUDUCHERRY**



**MINUTES OF THE 117<sup>th</sup> MEETING OF THE  
EXECUTIVE COUNCIL HELD ON 22.11.2013**

- 2013.117.167** To consider the report of the committee constituted to examine the manpower requirements and other matters of Directorate of Distance Education.

The Council approved, in principle; the recommendations of this Committee constituted to examine the human resource requirements and other matters of the Directorate of Distance Education.

Further, it recommended that the composition of these Committee may be expanded so as to study in-depth and suggest additional reforms to achieve the state-of-the-art functioning of the Directorate.