

UNIVERSITY OF JAMMU

Minutes of the meeting of the Task Force convened on 14th May, 2020 through Cisco Webex as a follow up to assess the accomplishment of Micro Level activities required to be taken by University-COVID 19

At the outset, the Vice-Chancellor welcomed all the members of the Task Force and the subsequent discussions started with reference to the speech given by the Hon'ble Prime Minister of India on May 12, 2020 wherein he had stated that the fourth lockdown will be different, the details of the same will be given before May 18, 2020 and by following the rules and maintaining social distancing we have to fight with COVID-19 and simultaneously move forward to resume the activities. In light of this, the Task Force resolved that the University should take the following measures as a way forward:-

1. It was decided that while the efforts are being made to arrange Movement Passes for the University Officials, meanwhile, in view of the opening of the University Offices, post relaxations given by the Govt., in the lock down restrictions, the University must take the benefit of its readily available efficient pool of the experienced manpower comprising Heads of the Departments, Faculty members, Officers and other employees residing within the old as well as the new Campus of the University. As such these employees should start attending their respective Departments/Offices and resume their routine activities while maintaining the social distancing and other safety measures. It was further observed that during day time, employees are now being allowed by the Security personnel to attend their Offices provided they carry valid Identity cards and wear face masks etc.
2. Efforts must be made by the Heads of the Departments/Faculty/Officers/Staff residing within the old as well as the new Campus of the University to get their respective work areas properly sanitized. In case, a Head/Branch Officer of a particular Department /Section is not residing within the Campus or he/she is staying outside the Campus in a restricted/Red Zone area, the responsibility for getting the Department/Section opened must be assigned by such HOD/Branch Officer to his some other Faculty member/ Colleague residing within the Campus. Further, in view of lesser workload in the current situation, all Heads of the Departments/Officers must explore the possibility of digitizing the official records so that they can accomplish their official work while working from their respective homes as well.

3. The University Advisories in relation to COVID-19 need to be issued by the Registry for the benefit of all the stakeholders of the University at the earliest.
4. The Office of Dean Students Welfare needs to conceptualize a mechanism at the earliest whereby the movement of Vehicles can be restricted in the Campus once it is re-opened. Further, the no. and the location of the University Gates to be opened for the general public as well as for the employees must also be decided so that proper thermal screening be carried out while maintaining the strict social distancing norms. The same mechanism shall also be applicable for the Offsite Campuses as well.
5. The members stressed that the Finance Wing of the University should look into the need for increasing the Budget allocations vis-a-vis the health/medical requirements of the University, in view of the circumstances arisen due to COVID-19. The infrastructure of the University Health Centre also needs to be improved on priority.
6. During deliberations, the matter regarding breakdown of electricity in the Department of Physics for the last more than 15 days also came up for discussions. It was reiterated that utmost care must be taken by all the concerned Officials to resolve such issues timely and if required, they must bring the difficulties/any issues being confronted by them in this regard to the notice of the higher authorities, so as to solicit their intervention. Such emergent issues must not be taken casually in future and be followed up vigorously with all the concerned Sections for early resolution.
7. The need for changing the practice of obtaining five copies of printed thesis from the Research Scholars for getting them evaluated from the external experts in the current situation, was also felt in view of the present circumstances. It was decided that the Office of the Dean Research Studies should examine and prepare a proposal exploring the possibility of taking the thesis in PDF format for submitting the same to the external Experts online for evaluation purposes within the statutory framework of the University and later on the hard copies of the same can be obtained from the Research Scholars once the normal functioning of the University is resumed. The practice being followed by the neighboring Universities must also be kept in mind while preparing the said proposal. It was also decided that possibility be explored by the DRS Office for asking the Scholars to submit their NOCs before opening of the reports in the DRS Office.

8. Further, the Office of Sh. Vikram Sahi, Dhanvantri Library must remain operational so that the work of the Research Scholars be carried on smoothly. The Scholars may be asked to send their thesis on line to Sh. Vikram Sahi for getting their thesis screened w.r.t the Plagiarism requirements. It was also observed that there is a need to have a relook into the existing practice of placing the Plagiarism report given by the Office of the Dhanvantri Library before all the members of the Departmental Research Committee (DRC), before forwarding the same to the Offices of DRS/COE so that the time consumed by the Scholars in getting the signatures from members of the DRC could be saved. The Office of the Dean Research Studies was asked to examine and put up the said proposal before the competent Authorities of the University.
9. In view of the long closure of the Departments/Wings due to COVID-19, it was suggested that all the Branch Heads/HODs must get the batteries of the GENSETS installed in their respective areas properly checked/maintained in view of the fact that these were not functional for the last more than 40-50 days.
10. Despite the sad demise of her Uncle, the efforts put in by the Director, DIQA for preparing and submitting the document regarding norms for Social Distancing and other safety measures were deeply appreciated.
11. The Vice-Chancellor also appreciated the voluntary initiative taken by Prof. Yash Pal Sharma, Department of Botany in taking extra pains for ensuring the maintenance of the famous Botanical Garden of the University during the lockdown period and said that the same spirit should be emulated by others as well.
12. Since the top most priority of the University Administration is the safety of all the Officials during this Pandemic situation, all Controlling Officers/Branch Officers must plan their activities, keeping in view the safety and the interest of all stakeholders.

Sd/-
Registrar,
University of Jammu,
Jammu