

MINUTES OF THE JOURNAL MEETING HELD ON 24<sup>TH</sup> JANUARY 2012 AT 11.00 AM  
IN THE EXECUTIVE HALL

Members Present:

1. The Vice-Chancellor
2. The Director (SEI&RR)
3. The Finance Officer
4. The Librarian
5. The Dean, School of Mathematical Sciences
6. The Dean, School of Humanities
7. The Dean, School of Education
8. The Director , Academic Staff College
9. Prof.N.K,Jha
10. Prof.T.Subramanyam Naidu
11. Prof.Mohanan Bhaskaran Pillai
12. Dr.C.S. Radhakrihnan
13. Dr.B.B. Mohanty
14. Dr. Malabika Deo
15. Dr.Nalini J Thampi
16. Dr.A. Chellaperumal
17. Dr.B.R. Shanthakumari
18. Dr. Y.Venkata Rao
19. Dr.D. Lazar
20. Dr.D.Niveditha
21. Ms. Radhika Khanna
22. The Deputy Registrar (P&D)
23. Mr.Marie Stanoslas Ashok

The Vice-Chancellor has welcome the members and briefed about the publication of journals:

- Periodicity of Journal to be maintained every year 1<sup>st</sup> January and 1<sup>st</sup> July if it is biannual or if it is annual 1<sup>st</sup> July of every year
- Limited quotation may be called for

Different Departments are printing journals frequently. If agreed we may conclude an Annual Printing Contract by calling open quotations so as to ensure reasonable rates of printing all the journals. The journals will be printed by the Proposed Publication Division and the copies will be made available with the Editor for sale/circulation.

At present, 15 publications are coming out from the University

- Three(3) Annual International Journals
- Eight (8) Biannual Journals,
- Enquirer
- Prarana – Students Practice Journal
- University Newsletter and
- Academic Staff College Newsletter.

**Regarding the issue of Finance for publication cost:**

- The Journals were started by the Society Act with mobilizing resources through subscription of membership
- Creating endowment by Industrial, Alumni, Seminar, Corpus, Akasha fund etc.
- The journal which are not able to mobilize for their printing, allocation of resource for printing cost may be met out from the University.

**Regarding the issue of publication of the journals:**

- As per Society Act, due procedure of Annual General Body meeting should be conducted periodically.
- Preparation of Annual Report and Annual Audited Accounts should be completed and to maintain with ledger legally.
- Annual Audited Accounts Certificate sent to Registrar of Companies, Puducherry every year and arrange to get donations from the stockholders in India and abroad under and Foreign Contribution Regulation Act (FCRA).

- The paper size, journal size, fonts and formats of the journal, issues of each journal should be standardized on par with the International Journals and it shall be maintained uniformly in all the issues of individual journal.

In the modern and digital age, many articles/research papers have been digitalized in On-line publication, for which cost involved is nothing. Efforts may be made to bring the print journals to e-journals in two years time.

#### **Establishment of Publication Division:**

One faculty member will be appointed as the In-charge/Coordinator for the Journal Division. Honorarium will be paid. 3 Professionally trained Data Entry Operators will be attached to this Division for typing, pagination, Desk Top Publishing (DTP) etc.

#### **Constitution of Committee:**

One Committee with the following members constituted for printing the journals, identify the printers for empanelling and printing:

- 1) Prof.T.Subramanyam Naidu
- 2) Prof.Malabika Deo
- 3) Prof. Mohanan Bhaskaran Pillai
- 4) Dr.Lazar

#### **Establishment of Cultural Club:**

One of the faculty as President/Coordinator to be nominated to the Cultural Club, which may function in the Centre hall in the Building of School of Humanities.