

Pandit Dwarka Prasad Mishra
Indian Institute of Information Technology,
Design & Manufacturing Jabalpur

Minutes of the 29th meeting of the Board of Governors held on May 11, 2015 from 14.30 Hrs. in the Conference Room of PDPM-IIITDM, Jabalpur

Members present:

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| Dr. Kota Harinarayana | Chairman |
| Prof. Sankar K. Pal Distinguished Scientist and Former Director ISI Kolkata | Member |
| Shri D.M. Gupta IOFS, Former, DGOFB | Member |
| Prof. Harish Karnick IIT, Kanpur | Member |
| Prof. S.G. Deshmukh Director (i/c) PDPM IIITDM Jabalpur | Ex-officio member |
| Shri Alok Mishra Director (Technical) MHRD, GOI (Attended on behalf of Shri Sanjeev Kumar) | Member |
| Prof. V.K. Gupta Dean (Academic) PDPM IIITDM Jabalpur | Member |
| Prof. P.N. Kondekar HOD, ECE PDPM IIITDM Jabalpur | Member |
| Shri C.R. Walimbe (Attended on behalf of Secretary, IT, Govt of M.P.) | Member |
| Shri Brijendra Kashyap IFD, MHRD, GOI | Special Invitee |
| Shri R. P. Dwivedi Registrar, PDPM IIITDM Jabalpur | Ex-officio Secretary |



Following members could not attend the meeting due to their prior commitments. They were granted leave of absence by the Chairman.

- (1) Prof. Sudhir Kumar Jain
- (2) Dr. Ajay Kumar

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| BOG/29/1 | Opening remarks by the Chairman |
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Dr. Kota Harinarayana, the Chairman of BOG, welcomed all the members of Board and special invitees. He emphasized the need to enhance the Institute's internal Corpus. Shri Alok Mishra suggested exploring flexible savings bank account and Shri D. M. Gupta suggested multiple options deposits in order to enhance the internal resource generation by way of interest earning.

The Chairman laid emphasis for early completion of ongoing construction projects which are at the completion stage of 90 % or more by allocating remaining required funds so that Institute may have some more buildings to use in future. He stated that funds need to be provided for furnishing of Visitors Hostel and for providing furniture and sound systems in Lecture Halls and Tutorial Complex (LHTC). He also expressed the need to aggressively work towards getting projects for Research, Consultancy and Design & Manufacturing. He also emphasized that CPWD should hasten the progress of the construction work. He stated that proper interaction between faculty and students of various disciplines is desired for which a food court is needed. He suggested that action should be taken to provide a proper food court at the earliest.

He expressed the need to take up on priority basis the work of Sewage Treatment Plant (STP) on the Campus. Chairman has authorized the Director to take appropriate decisions for the development of STP, Horticulture of the Institute, equipping the hostels, Auditorium.

The Chairman constituted a committee comprising of Director, Dean (Academic) and Registrar to look into the existing student's fee structure and suggest revisions taking into account the decisions of the IIIT Council.

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| BOG/29/2 | Overview and Action Taken Report by the Director |
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The Director presented a brief on the progress of the Institute as follows:-

FINANCIAL PROGRESS

- (i) Budget and Expenditure Progress – During the FY 2014-15 a sum of Rs. 6808.47 lakh was released by the MHRD as Grant-in-aid and Rs. 560.38 lakh was unspent balance of previous FY. A total of Rs. 7368.85 lakh was available for

expenditure. Out of total available fund Institute has utilized Rs. 4835.98 lakh towards capital expenditure which includes Rs. 4242.95 towards advance to CPWD for various construction projects and Rs. 62.95 lakh towards advance to DGS&D towards procurement of assets. Rs. 1500.70 lakh has been utilized towards General Expenses and Rs. 796.63 lakh towards Salary. Rs.235.53 lakh remains unspent balance at the end of the financial year to be carried forward in next financial year

- (ii) Expenditure Progress under Capital head -Out of the total capital expenditure of Rs. 4835.98 lakhs, the major expenses have been incurred as given below :
- Deposit with CPWD – Rs. 4242.95 lakhs
 - Building and Works at Institute level – Rs. 58.92 lakhs
 - Deposit with DGS&D – Rs. 62.95 lakhs(UPS-Rs.19.67 lakhs, Blade Server-Rs. 36.90, ACs Rs. 3.42 lakhs) and Furniture-Rs. 0.18 lakhs)
 - Furniture & Fixtures – Rs. 112.34 lakhs
 - Equipment - Rs. 151.03 lakhs
 - Library books & Journals – Rs. 177.23 lakhs
- (iii) Expenditure Progress under General Head – Out of the total General Expenditure of Rs. 1500.70 lakhs, the Institute has incurred expenditure as follows :-
- New Pension Scheme – Rs. 63.37 lakhs
 - Professional Development Allowance – Rs. 37.52 lakhs
 - Manpower Outsourcing (Manpower and Security Services) – Rs. 300.94 lakhs
 - Assistantship and Scholarship – Rs. 348.96 lakhs
 - Students Support – Rs. 36.74 lakhs.
 - Electricity Charges – Rs. 164.93 lakhs
 - Honorarium – Rs. 34.49 lakhs
 - Workshops & Seminars – Rs. 13.61 lakhs
 - Repair & Maintenance – Rs. 18.35
 - Travelling and Conveyance – Rs. 34.68 lakhs
- (iv) Infrastructure development – The overall pace of construction works undertaken by the CPWD is slow. Some of the Works such as LHTC, Development work around LHTC, Primary Health Center, were promised for completion by April 2015, but could not be completed. Further they have promised to complete PG Hostel Phase I (Married Accommodation) by the end of May 2015 and promised to complete NR-III & PG Hostel Phase-II by end of June 2015. They have also promised to complete Library cum Computer Center & Administrative Block by end of July 2015.

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| (1) Lecture Hall and Tutorial Complex (LHTC) - | 96% completed |
| (2) Narmada Residency-III (3 BHK Residential Flats) - | 90% completed |

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| (3) P.G. Hostel Phase-I(Married) - | 90% completed |
| (4) Rewa Residency (2BHK Flats for Staff)- | 85% completed |
| (5) PG Hostel Phase-II(Bachelors) - | 80% completed |
| (6) Street Light along ring road and approach road to hostel | 80% completed |
| (7) Library cum Computer Center - | 75% completed |
| (8) Administrative Block - | 65% completed |
| (9) Girls Hostel (Hall-8)- | 55% completed |
| (10) Electric Networking System- | 50% completed |
| (11) Road Network Phase-II- | 45% completed |

The following works have been completed:

Narmada Residency – II, Visitors’ Hostel, Basket Ball Court, Hall of Residence-4, Mess and Dining Hall, Type-V quarters, Road Network Phase-I, Culverts (02 Nos.), Suraksha Bhawan, CC Road from type-V quarters to Core Lab Complex, CC Road from Suraksha Bhawan to Hall of Residence-1, External Sewage System Phase-I, RCC Overhead Tank (2 lakh liter capacity), RCC underground sump well (2.50 lakh liters) along with pump house, Back side Compound Wall etc. (For these projects CPWD has been paid Rs. 5681.48 lakhs.)

- v) Budget Estimates for the F.Y. 2015-16 -The Institute has passed budget estimates for the current financial year 2015-16 for Rs. 16145.99 lakhs, major portion of which i.e. Rs.12775.99 lakhs is provisioned for Capital expenditure mainly for depositing with CPWD for construction works. Till date the expenditure performance is 100% under capital head. This has been further revised for Rs. 18751.60 lakhs for the FY 2015-16 and submitted to MHRD on 8th May 2015.

The action taken report was also presented before the members. The approval given to Dr. Ravibabu and Dr. Rajiv Jha (Agenda No. BOG/28/11) is to be treated as ex-post facto and accordingly they may be informed.

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| BOG/29/3 | Confirmation of the minutes of the BOG/2014/28th meeting held on January 30, 2015. |
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The Secretary informed the members that the minutes of the 28th meeting of the BOG held on January 30, 2014 were circulated to all the members and no comments were received. The minutes were confirmed.

(i) Senate/34/4 Nominations of Senate Members to the Board of Governors

The Board approved the recommendations of Senate to nominate following two Professors of the Institute to the Board as members under clause 13(2)(h) of IIIT Act 2014.

- (a) Prof. Vijay Kumar Gupta
- (b) Prof. P.N. Kondekar

(ii) Senate/34/07 Recommendations of names of the Chief Guest of the 7th Convocation.

The Board considered the names recommended by the Senate as well as some other names including Honorable President of India as probable Chief Guest on 7th Convocation of the Institute. However, the Board, authorized Chairman, BOG and the Director of the Institute to recommend any other name as Chief Guest , if required.

(iii) Senate/34/08 New Format of the Degree

Dean Academic presented the existing format of the degree and suggested some changes to be incorporated. The Board decided to get the degree format to be redesigned by the design discipline.

(iv) Senate/34/12 Proposal for starting IIITDMJ-Industry Affiliate Programme (IIAP)

The Board approved the proposal in principal as recommended by the Senate and asked more details to be worked out. Shri D.M. Gupta, BOG member has been nominated to pilot the project.

(v) Senate/34/14 Establishment of S.P. Yadav Scholarship

The Board accepted the recommendations of the Senate to approve the Scholarship from the amount donated as corpus to the Institute. Two students will be given merit cum means scholarships equally from the interest earned from investments of the corpus.

(vi) Senate/33/07.1 Coopting of members for their specialized knowledge in the Senate

The Board approved the following names as recommended by the Senate to be coopted members of the Senate under clause 16(1)(g) of the IIIT Act 2014 :-

- (a) Dr. Debanik Roy, Scientist(Robotics)&Chief Programme Coordinator, BRNS, Bombay.
- (b) Dr. S.C. Bose, Senior Principal Scientist, CEERI Pilani.
- (c) Mr. Jayakumar Narayanswamy,

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| BOG/29/5 | Recommendations of 25th Finance Committee held on 11th May 2015. |
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- (i) **FC/25/4 Placing of Annual Accounts for the FY 2014-15 for recommending the same to the BOG for approval.**

The Board approved the Annual Statement of Accounts for the F.Y. 2014-15 and asked the Institute to forward the modified Annual Statement of Accounts to CAG, Gwalior.

- (ii) **FC/25/5 Proposal for incurring expenditure while waiting receipts from Government of SC/ST Top Class Scholarship and QIP Scholarship/Assistantship to Ph.D. students by the Institute from Plan GIA funds.**

The Board agreed with the recommendations of the Finance Committee.

- (iii) **FC/25/6 Proposal for amendment of rules related to honorarium/sitting charges paid to External Examiners for thesis evaluation and attending defense for M.Tech/M.Des Degree.**

After going through the recommendations of Finance Committee to rationalize the Honorarium and Sitting charges for M.Tech/M.Des dissertation, the Board approved the modifications as follows :-

- (a) M.Tech./M.Des. Dissertation evaluation : Rs. 2000/-
(b) M.Tech./M.Des. Defense : Rs. 3000/-

(The honorarium and sitting charges for Ph.D thesis evaluation and defense to external experts /examiners will remain same)

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| BOG/29/6 | To nominate two persons to the Finance Committee under clause 18(1)(d) of IIT Act 2014 for re-constituting the Finance Committee |
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The Board approved following two members as members of the Finance Committee under clause 18(1)(d) of IIT Act 2014 :-

- (1) Shri D.M. Gupta, the existing member of FC has been re-nominated by the Board
- (2) Shri Munish Malik, Finance Officer, IIT Kanpur

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| BOG/29/7 | To nominate one person under clause 20(C) of IIIT Act 2014 amongst its members to re-constitute the Building and Works Committee |
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- (1) The Board nominated Shri D.M. Gupta, member BOG, as member of Building and Works Committee under clause 20(c) of the IIIT Act 2014.
- (2) It was reported to the Board that Mr. N. Varma, Superintending Engineer (Civil) has been nominated by the IIT Indore in accordance to clause 20(b) of the IIIT Act and approved by the BOG
- (3) The Other members under following clauses of the IIIT Act 2014 have also been nominated by the Board :-
 - (i) Under clause (d) Prof. Puneet Tandon, Dean (P&D), Ex-Officio
 - (ii) Under Clause (e) Shri Ajay Singh, Chief Engineer, DRDO, New Delhi subject to confirmation from his Department.
 - (iii) Under Clause (f) Shri Anil Kumar Pandey, Superintending Engineer(Elect), MPPKVVCL, Jabalpur
 - (iv) Shri RP Dwivedi, Officer-i/c-Estate, Ex-officio - Secretary

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| BOG/29/8 | To nominate three persons from amongst educationists of repute or persons from another field related to the activities of the Institute who are not in service of the Institute, to the Senate being re-constituted after the enactment of IIIT Act 2014 under clause 16(1)(f) of the Act. |
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The names of three members have already been approved by the Chairman, Board of Governors in the re-constitution of Senate and ratification is placed under agenda No.BOG/29/20(iv).

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| BOG/29/9 | Nomination and re-nominations of Professors as Deans |
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The Board decided to continue Prof.Tanuja Sheorey (Dean, Students) and Prof. V.K. Gupta (Dean, Academic) as Deans till the new Director joins the Institute.

Board authorized Prof. Harish Karnick and Director to study the system in IIT Kanpur and give inputs to facilitate the process for selection of deans.



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| BOG/29/10 | Amendment in rules related to Delegation of Financial Powers. |
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The Board deferred the agenda and asked the Registrar to place the proposal in next BOG meeting.

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| BOG/29/11 | Proposal for regularization of Employees recruited on contract through statutory selection committees against a regular sanctioned post and have completed initial period of contract successfully. |
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The proposal for regularization of names of 10 Group 'C' was discussed by the Board and found that

- (i) They are recruited against regular and sanctioned posts.
- (ii) The advertisement for their recruitment was published in the newspapers and on the Institute Website.
- (iii) Selections were made through the duly constituted selection committee approved by the appointing authority.
- (iv) The roster for reservation was followed.

The Board authorized Shri D.M. Gupta, to check the concerned documents and submit its recommendations to the Chairman, BOG for approval.

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| BOG/29/12 | Proposal for framing promotion policy/career advancement scheme for non-teaching Group 'A' 'B' and 'C' employees excluding Registry cadre |
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The Board decided that the proposal may be referred to MHRD, GOI for the consideration by the Committee for pay parity issues and other allied matters.

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| BOG/29/13 | Proposal for amendment in Cumulative Professional Development allowance (CPDA) rules and creation of individual Professional Development Allowance (IPDA). |
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The Director of the Institute constituted a Committee under the Chairmanship of Prof. Tanuja Sheorey, Dean (Students), to give its recommendations on the use of CPDA. The following recommendations of the Committee are approved by the Board:-

1. Audit has raised objections on reimbursement of more than Rs. one Lakh per year. Owing to increased prices of air travel and high registration fee of international conferences, total expenses per conference exceeds Rs. One Lakh. It is therefore, proposed not to limit the expenditure per year to Rs. one Lakh, but to approve a cumulative of Rs. 3 Lakh for three year block period.

2. BOG has approved to credit 25% of the amount payable to a faculty for teaching a summer course to his/her IPDA. The audit has raised objection on non-deduction of income tax on this amount. It is therefore proposed (i) 25% deduction should be made optional. (ii) Deduction so contributed towards the IPDA should not be counted as the income of the faculty.
3. In addition Board also approved the proposal as given in the agenda that there shall be two fund accounts (i) CPDA- In which amount to be given from MHRD, GIA and (ii) IPDA where the earning of faculty/officers from Projects/Consultancy/Summer Course etc. is to be transferred. It was also approved that flexibility to be given to faculty for transferring funds upto 100% amount in IPDA fund from Summer Course. The capital items purchase from CPDA/IPDA funds will be treated as Institute's property.
4. The amount contributed in IPDA by individual faculty may be carried forwarded to subsequent block of three years.

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| BOG/29/14 | Matter related to deduction of TDS on honorarium paid to faculty for taking classes during summer vacation |
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The Board asked the Institute to see the modalities adopted by the IIT Kanpur and seek the help of Prof. Harish Karnick, BOG member from IIT Kanpur.

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| BOG/29/15 | Proposal to amend rules for financial assistance to bear the expenses of U.G. and P.G. (M.Tech and Ph.D) students for attending the National and International Conferences to present the research |
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The Board asked the Institute to resubmit the agenda with data of students and amount reimbursed by the Institute to the Students for the last few years. Agenda is deferred.

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| BOG/29/16 | Request of Dr. Atul Gupta, for absorption as Associate Professor(CSE) on lien from Rajiv Gandhi Proudyogiki Vishwavidyalaya, Department of Technical Education , Govt. of Madhya Pradesh, Bhopal since 25th March 2010 |
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The Board was informed that Dr. Atul Gupta was on lien and is willing to be absorbed as Associate Professor in the services of the Institute against a regular and sanctioned post. The Board approved his request and asked the Institute to inform his parent organization that there is no objection from Institute side and he may be relieved for final absorption in PDPM-IITDMJ.

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| BOG/29/17 | Proposal to change Visual Identity Design of Institute's Logo. |
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The Board members opined that the present Logo required to be modified.

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| BOG/29/18 | Enquiry report on the complaint made by Dr. S.S. Lamba on the recruitment of Shri V.K. Dubey as Executive Engineer on deputation basis and later absorbed as Executive Engineer (Civil). |
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On receipt of complaints from Dr. S.S. Lamba, Assistant Professor and ex-Registrar Col(Retd.) P.S. Sandhu, against the recruitment of Shri V.K. Dubey as Executive Engineer and later absorption on permanent basis. The Chairman BOG, appointed one member Committee of Shri D.M. Gupta. Shri D.M. Gupta submitted the report on 23rd April 2015 to the Chairman, BOG and briefed the Board about the findings. In his findings he concluded that there seems be nothing grossly wrong in the permanent absorption of Shri V.K. Dubey as Executive Engineer and he was fully qualified, experienced and suitable for the post.

In the suggestions part of the report, the Chairman, Fact Finding Enquiry suggested '*there should be some deterrent for those making false complaints.*

The Board accepted the findings of the Report.

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| BOG/29/19 | Incorporation of amended rule 3-C of CCS(Conduct) Rules 1964 in light of enactment of 'Sexual Harassment of Women at Workplace(Prevention, Prohibition and Redressal) Act, 2013 circulated vide DoPT letter No. 11013/2/2014 Estt(A.III) dated 27/11/2014. |
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In view of the DoPT letter No. 11013/2/2014 Estt(A.III) dated 27/11/2014 the insertion of sub section 18(c) in the Institute Conduct rules is approved by the Board.

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| BOG/29/20 | Agenda for Ratification |
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The following approvals given by the Chairman, BOG/Director are ratified by the Board

- (i) **Ratification of selection committee minutes for the recruitment of teaching and non-teaching posts.**

The selection process of teaching posts (ECE and ME) was put on hold on the order of MHRD, GOI. Consequent upon the clearance from MHRD, the selection committee recommendations of teaching (Asstt. Professors) and non-teaching(LDCs) were approved by the Chairman, BOG and Director (i/c).

(ii) Renewal of contract of Mr. Akio Haga, Visiting Professor, Japanese Language.

The tenure of Mr. Akio Haga, Visiting Professor, Japanese Language was upto 30th April 2015. His renewal of tenure was approved by Chairman, BOG for one year wef 1st May 2015 and his salary has been raised to Rs. One lakh per month from his existing salary of Rs. Sixty thousand which was fixed two years back.

(iii) Non-deduction of TDS on payments to agencies providing online subscriptions to the Institute till the legal Case is finalized.

On the notice given by the ITO, TDS, Jabalpur for non-deduction of TDS by the Institute on payments made to agencies providing online subscription of library e-journals, a demand was raised by the IT department. The Institute challenged the order of ITO, to CIT(appeal) Jabalpur which was not accepted by him. The case is being challenged before the Income Tax Tribunal, Jabalpur. Meantime, the Institute deducted the TDS and payments were made to the agencies. Some of the agencies did not start the subscription due to non-receipt of 100% payment. Same was brought to the notice of the Director and a committee was constituted to resolve the case. On the recommendations of the Committee, payments to the agencies were made without TDS in the interest of the academic activities and research. **The decision of the Director (i/c) ratified by the Board.**

(iv) Approval of Senate by the Chairman as per IIIT Act 2014

Consequent upon the enactment of IIIT Act 2014, re-constitution of Senate as approved by the Chairman, BOG has been ratified by the Board.

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| BOG/29/21 | Agenda for reporting |
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(i) BOG/29/21(i) Discussion on Grievance Committee Report constituted by the Board under the Chairmanship of Prof. Harish Karnick, BOG member.

Professor Harish Karnick briefed the Board about his visit to IIITDMJ related to the Grievances of faculty/officers/staff/Contractual staff and outsourcing employees. He met the faculty/staff and had extensive discussions with them. He prepared a draft report about the faculty grievances and sent to all the committee members. He stated that he will send a copy of draft report to all the Board members and suggestion received will be incorporated.

(ii) BOG/29/21(ii) Upgradation of grade pay of Shri RP Dwivedi, Registrar, in his substantive post of Deputy Registrar.

The grade pay of Shri RP Dwivedi, Registrar (Deputy Registrar in substantive pay) was approved by the Director as per MHRD, GOI rule F. No. 1-32/2006-U.II/U/I(II) dated 31st December 2008 on completion of five years regulars service on 28th July 2014.

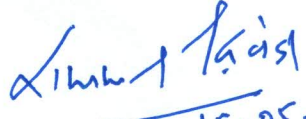
Board noted the same.

- (i) **Matter related to dissolution of Indian Institute of Information Technology Design and Manufacturing Society Jabalpur after the enactment of IIIT Act 2014.**

The Institute was registered as society in the year 2005 under Madhya Pradesh Society Registration Act 1970. Consequent to enactment of IIIT Act 2014, Indian Institute of Information Technology Design and Manufacturing Society Jabalpur has become infructuous. Accordingly, Institute is advised to approach MHRD, GOI to approve the dissolution of society and convey to the Institute and the Registrar of the Madhya Pradesh firms and Societies.

The meeting ended with vote of thanks to the Chairman and members.

Submitted for approval please.


15-05-2015
(R.P. Dwivedi)
Registrar/Secretary, BOG

Director (i/c)

Chairman, BOG


23/5/15