

Agenda Notes

2012: First Meeting
of the
Board of
Governors

At
Conference Room, Vigyan Bhawan Annexe,
2nd Floor , New Delhi

On
January 9, 2012 at 11.30AM



PDPM
Indian Institute of Information Technology,
Design and Manufacturing Jabalpur



**PANDIT DWARKA PRASAD MISHRA
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN AND MANUFACTURING JABALPUR**

BOG /2012/1st MEETING OF THE BOARD OF GOVERNORS
TO BE HELD ON JANUARY 9, 2012
VENUE: CONFERENCE ROOM, VIGYAN BHAWAN ANNEXE, 2ND FLOOR

AGENDA

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BOG/2012:01:01

Opening remarks by the Chairman

Will be presented in the meeting itself.

BOG/2012:01:02

Overview and Action Taken Report by the Director.

The action taken report is attached as BOG/2012/1st/Annexure I.
Overview report will be placed at the table.

ANNEXURE - I

ACTION TAKEN REPORT BY THE DIRECTOR

BOG/2012:01:02

Overview and Action Taken Report by the Director.

The action taken report is placed below for the perusal of the members.

Item No.	Resolution/ Decisions	Action Taken
BOG/2011:01:009	<p>Creation of posts- non teaching.</p> <p>The Board approved the proposal of the Institute for creation of nine non-teaching positions for onward recommendation to the MHRD with few modifications:</p> <p>The BOG also stressed upon the need to recruit the Executive Engineer and other supervisory staff for IWD on priority.</p>	<p>Approval received from MHRD. Posts were advertised.</p> <p>The following posts have been filled :</p> <ul style="list-style-type: none"> (a) JE(Civil) - 01 (b) JE (Elect) - 01 (c) AE (Elect) - 01 (d) EE (Civil) - none found suitable. (e) Asst. Librarian – 01 (f) Senior Information Library Assistant - 01 (g) Driver – 01 (h) Electrician – 01. <p>Appointment letters have been issued and JE(Elect) has joined the Institute on Dec 19, 2011 Driver has joined the Institute on Dec7, 2011 and Electrician on Dec 7, 2011. AE (Elect.) has been reminded about his appointment and JE(Civil), Asst. Librarian, Senior Information Library Assistant will be joining the Institute in Jan 2012.</p>

BOG/2011:02.04	<p>Recommendations of Senate through its SENATE/2010-11/3rd MEETING HELD ON June 17, 2011.</p> <p>(a) The Board of Governors approved the names of all the students who are recommended by the SENATE for award of Degrees, Medals and Prizes. The BOG authorized Chairman BOG for approving the names of the students for remaining medals/prizes whose cases would be recommended by the Chairperson, Senate at a later stage for the year 2010-11.</p> <p>(b) The Board of Governors accorded the Post-Facto approval to Seat Matrix from the Academic Sessions of 2005-06 to 2010-11 and gave approval for Seat Matrix of Academic Session of 2011-12.</p>	Action completed.
	<p>(c) Recommendations of SENATE for providing financial assistance to students whose papers are accepted for oral presentation to National/International Conferences :-</p> <p>After deliberation, the Board approved the following :</p> <p>To provide financial assistance to a student for participating in a national/international conference if his/her paper is accepted for oral presentation only in a reputed conference. A student will get support only if he has good academic record and his work is outstanding. Students seeking financial assistance will be required to apply to the Coordinator(Academic Affairs). The amount of financial assistance may vary based on the nature and location of the conference and will be solely on the discretion of the Director. An undergraduate student can avail financial assistance only once during his/her programme whereas a post graduate student can avail financial support upto two</p>	Orders have been issued.

	<p>times during his programme.</p> <p>The Board also advised to create a knowledge exchange fund that should be utilized for the purpose and should be recouped at the end of each year to fund this assistance.</p> <p>Consideration of Candidature of three M.Tech.(ECE) Students</p> <p>The matter was discussed in detail. Members deliberated on the eligibility conditions for admission to M. Tech. programme. The Director informed the members that for Institute assistantship a candidate should have qualified marks as given in the GATE score card. It was also informed to the members that the students were selected through an admission test and interview conducted by the Institute. In view of the lack of information required to resolve the issue, the BOG ruled that the matter be further inquired and a fresh report be prepared to settle the issue. It was decided to discuss the matter in the next Board meeting. Meanwhile the Board approved the proposal that the programme of the students be continued until a decision is taken on the matter in the next Board meeting.</p>	<p>The Inquiry Report is enclosed as Appendix "A' to Annexure - I</p>
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BOG/2011:02.05	<p>Recommendations of the Selection Committees for the post of Assistant Professors in English, Electronics and Communication, Mathematics and Physics.</p> <p>The recommendations of the Selection Committee for the appointment of the following candidates as Assistant Professor in the discipline as mentioned against their names have been approved by Board :</p> <ul style="list-style-type: none"> (i) Ms. Mamta Anand (English) (ii) Dr. Anil Kumar (Electronics and Communication Engineering) (iii) Dr. Rajib Kumar Jha (Electronics and Communication Engineering) (iv) Dr. Jawar Singh (Electronics and Communication Engineering) (v) Dr. Nihar Ranjan Jena (Physics) (vi) Mr. Devender Kumar (Physics) 	<p>Appointment letters have been issued and the following candidates have joined the Institute on the dates mentioned against their names :</p> <p>Ms. Mamta Anand – July 18, 2011 Dr. Anil Kumar – July 12, 2011 Dr. Rajib Kumar Jha- July 12, 2011 Dr. Nihar Ranjan Jena – Sep 1, 2011 Dr. Jawar Singh – Dec 19, 2011 Mr. Devender Kumar has not joined the Institute.</p>
BOG/2011:02.06	<p>Recommendations of the Finance Committee :</p> <p>(a) FC/2011:02.04 : Recommendations of the Building & Works Committee as recommended by Finance Committee :</p> <p>(1) Recommendations of Revised Preliminary Estimates for the work of construction of <i>Triple Seater Hall of Residence – 3 :</i></p> <p>The Board deliberated on the proposal of revised preliminary Estimate of Ra. 2155.00/- (two thousand one hundred fifty five lakhs only). After discussion and taking a view on the present state of the work, the Board accorded its administrative approval and expenditure sanction on an excess of Rs. 2 crores over the initial sanctioned amount of Rs. 1690.00 lakhs. The institute was advise to get the revised estimates recommended by the Building and Works Committee vetted by CPWD (CZ) Bhopal at the earliest. The BOG also advised that in the meantime payment</p>	<p>Action Completed</p>

	<p>due if any should be made to the contractor within the AA/ES limit of Rs. 1890.00 lakhs to avoid delay in the execution of work.</p> <p>(2) Recommendations of Preliminary Estimate for the work of construction of Library Cum Computer Centre :</p> <p>The recommendations of Finance Committee for bringing down the cost of preliminary Estimate of Library-cum-computer Centre from Rs. 2359.lakhs to Rs. 2289.70 lakhs were approved by the Board of Governors.</p> <p>(b) Proposal for revised rules on TA/DA on foreign travel :</p> <p>The Board approved the following rule for TA/DA on foreign tour :</p> <p>(i) All group A employees will be reimbursed the amount of expenditure made on accommodation in hotels/other boarding alternatives upto three star category only (as per the international norms of three star hotels).</p> <p>(ii) DA will be paid as per Govt. of india approved rates for the country of visit to bear food expenses and local travel only.</p> <p>(c) Ratification of approval of Final Accounts of the Institute for the F. Y. 2010-11.</p> <p>The Board of Governors after discussion on the recommendations of Finance Committee ratified the approval of the Final Accounts of the Institute for the F.y. 2010-11 accorded by the Chairman, FC/BOG.</p>	<p>Notified</p> <p>Action completed.</p>
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BOG/2011:02.07	<p>To consider the proposal for delegation of financial powers to various officers of the institute.</p> <p>The Board discussed the proposal of the institute for delegation of financial powers to various officers of the institute. The proposal was approved by the Board after modification in item No 2 of BOG/2011:02.07</p>	Notified
BOG/2011:02.08	<p>Code of conduct for the employees of the Institute :</p> <p>The Board approved the Conduct Rules of the Institute with immediate effect with following correction :</p> <p>(a) For - "Institute of Technology Act 1961" Read - "Memorandum of Association of the Institute"</p> <p>(b) For - "Institute Statutes" Read - "Memorandum of Association of the Institute"</p>	Notification issued on Aug. 2, 2011.
BOG/2011:02.09	<p>To consider the recommendation of the committee constituted to look into the request of Dr. Rajib Kumar Jha to change to salary on scale from the consolidated salary during the period of July 14-07-2008 to 13-07-2009.</p> <p>The Board deliberated on the recommendations of the committee and advised the Institute not to implement the recommendations.</p>	Individual informed of the decision.
BOG/2011:02.10	<p>Three months leave to Dr. Asish Kundu for the BOYCAST fellowship at National university of Singapore.</p> <p>The decision of the Director to grant leave to Dr. Asish Kundu will full salary was ratified by the Board.</p>	Notification Issued.

BOG/2011:02.11	<p>Approval to give air fare to the candidates appearing for the selection as faculty members.</p> <p>The Board of Governors approved the recommendation of the Institute to provide airfare by shortest route, economy class to candidates appearing for interviews against a faculty position in the Institute.</p>	Notification issued.
BOG/2011:02.12	<p>To consider the proposal for fixing the minimum qualifications and experience requirement for appointment of faculty.</p> <p>The Board of Governors approved the proposal with the modification that non Ph.Ds should not be considered for faculty positions and minimum qualification and experience requirement should be as per MHRD/guidelines and as amended from time to time by MHRD/GOI.</p>	The matter is to be discussed in the next meeting of BOG during confirmation of minutes.
BOG/2011:02.13	<p>To consider the proposal for fixing the terms and conditions for offering the visiting professor/distinguished professor/adjunct professor and adjunct faculty position at the institute.</p> <p>The said proposal was discussed in the meeting, and after deliberations the Board accorded its approval on the proposal and advised that the honorarium of adjunct professor/faculty should be fixed based on the services rendered and designation of the faculty. The Board advised the Director to prepare a proposal and circulate the same for a resolution.</p>	Proposal is enclosed as appendix "B" to Annexure - I
BOG/2011:02.15	Same as in BOG/2011:02.04.	
BOG/2011:02.17(a)	<p>Proposal to authorize the Chairman BOG for approval of the Annual Report of the Institute.</p> <p>The Board authorized the Chairman to approve the Annual Report of the Institute to avoid delay for placing the same before both the Houses of Parliament and report the same in the next</p>	The Chairman has approved the Annual Report alongwith the Accounts and Audit Report. The same has been submitted to MHRD for tabling the

	Board meeting.	report in both the Houses of the Parliament. The agenda point is put up for ratification please.
BOG/2011:02.17 (b)	<p>Nomination of Board nominees in various statutory committees of the institute.</p> <p>The Board approved the nomination of the following members as Board's nominee:</p> <p>(i) Finance Committee - for a period of three years as per MOA.</p> <p>(a) Prof. U. B. Desai, Director, IIIT Hyderabad (b) Prof. Ashok Jhunjunwala, IIT Madras</p> <p>(ii) Building and Works Committee - for a period of three years.</p> <p>(a) Prof. G. K. Sharma - IIT Gandhinagar (b) Shri D.K. Pandey - SE, MPPKVCo Ltd, Jabalpur</p>	Notification issued.
BOG/2011:02.17(c)	<p>Appointment of Vigilance and Grievances Redressal Officer in the institute.</p> <p>An additional item was discussed during the meeting regarding the appointment of Vigilance and Grievance Redressal Officer of the institute <i>on the advice of Shri Amit Khare from amongst</i> the available officers/faculty. He informed the members that for CVO three names are required to be forwarded to the MHRD, GOI for nominating one out of the suggested names. The suggestions was approved by the Board.</p>	Three names were forwarded to MHRD for onward submission to CVC. Prof. Puneet Tandon has been appointed as Vigilance Officer on clearance from the MHRD. Notification was issued on November 3, 2011 in this regard. Dr. Tanuja Sheorey has been appointed Grievance Redressal Officer of the Institute.
BOG/2011:02.17(d)	<p>Minimum qualification and experience requirement in case of TA/LA of the Institute.</p> <p>The recommendations of the Committee constituted to recommend minimum qualification and experience requirement for non-teaching staff in the Institute are approved</p>	The necessary approval was given by the BOG. However, one member has raised some query. The matter is placed before the Board of Governors for perusal in

	by the Board of Governors. These recommendations were made on the basis of the suggestions given by the Director (T), MHRD.	the form of comments received from the members on the minutes. The matter will be discussed in the next meeting of the BOG on confirmation of the minutes.
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APPENDIX 'A' TO ANNEXURE-I

**INQUIRY REPORT ON THE CONSIDERATION OF CANDIDATURE
OF THREE M. TECH STUDENTS**

**REPORT ON THE ELIGIBILITY OF THREE M. TECH STUDENTS FOR JAN 2011 COURSE FOR
ADMISSION TO THE INSTITUTE**

The admission notice for M. Tech students was clearly advertised in daily newspapers and on the website of the Institute for January 2011 session, stating that a valid GATE score in ECE/EE/Industrial Engineering/Physics is the requirement for making a student eligible to M. Tech programme in PDPM-IIITDM Jabalpur. There were 13 vacant seats at that time as per the seat matrix in ECE discipline.

The criterion for short listing the M. Tech students for written test was as follows:

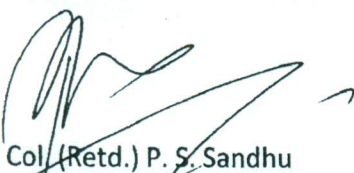
1. Minimum marks in qualifying examination was taken into consideration.
2. Number of candidates with valid GATE score card for the category is as follows:
 - (a) OBC candidates - 72
3. The students shortlisted for written test/interview with valid GATE score and marks in the category as per the committee's recommendation were:

- (a) Mr. Manpuran Mahto
- (b) Mr. Baibhav Babu Yadav
- (c) Mr. Pankaj Singh Yadav
- (d) Mr. Ashwin Soni
- (e) Ms. Jyotsna Yadav
- (f) Mr. Agya Ram Verma

4. A total of 03 candidates were recommended for admission in M. Tech programme in ECE under OBC as highlighted above. These three candidates were also part of those 06 candidates. The list was finalized by Dr. Anil Kumar, Dr. M. Ravibabu, Dr. Dinesh Kumar Vishwakarma and Mr. Biswajeet Mukherjee. The list was finally given to Dr. Bhupendra Gupta who was in-charge of Admissions for the year 2010-11. All three candidates had GATE score valid up to March 14, 2012 but not the qualifying marks in gate for the category to get the MHRD scholarship which the committee failed to check during shortlisting resulting in admission of these candidates to M. Tech programme; they had qualified the written test and the interview conducted for admission by the Institute.

They were admitted and received the assistantship for three months till it was pointed out by one of the faculty members and the assistantship was stopped. The Three students have joined the Institute in M. Tech programme and are studying the respective course in this category.

5. The admission of these candidates to the post Graduate course did not result in denying admission to next waiting candidates in the category.


Col. (Retd.) P. S. Sandhu
Registrar
PDPM IIITDM Jabalpur

31 DEC 2011.

APPENDIX 'B' TO ANNEXURE-I

PROPOSED HONORARIUM FOR VARIOUS FACULTY POSITIONS

Proposed Honorarium for Various Faculty Positions

Adjunct Faculty

People working/have worked in Academic Institutes/Universities /industries /R&D organizations /PSUs or other such organizations

- (a) Experience less than five years – Rs. 15000 per week per visit of one week duration and Rs. 3000/- per day for each additional day at the Institute. If the visit is for more than a month, the honorarium would be Rs. 70000/- per month.
- (b) Experience more than five years but less than 10 years – Rs. 20000 per week per visit of one week duration and Rs. 4000/- per day for each additional day at the Institute. If the visit is for more than a month, the honorarium would be Rs. 90000/- per month.
- (c) Experience more than 10 years - Rs. 25000 per week per visit of one week duration and Rs. 5000/- per day for each additional day at the Institute. If the visit is for more than a month, the honorarium would be Rs. 100000/- per month.
- (d) For very senior experts with experience of more than 20 years - Rs. 30000 per week per visit of one week duration and Rs. 6000/- per day for each additional day at the Institute. If the visit is for more than a month, the honorarium would be Rs. 100000/- per month.

Visiting Professor

- (a) Last pay drawn – pension in case of persons who have superannuated from a Central Govt. Organization.
- (b) Pay protection + 10% of the gross pay as a special allowance, in case of person who is serving in any other Central Govt. organization.
- (c) In case of person not serving in a Govt. organization the pay would be taken as the maximum pay in the scale of pay of an IIT professor.

Visiting Associate Professor /Assistant Professor

- (d) Pay protection + 10% of the gross pay as a special allowance, in case of person who is serving in any other Central Govt. organization.
- (e) In case of person not serving in a Govt. organization the pay would be taken as the maximum pay in the scale of pay of an IIT associate professor /assistant professor as the case may be. For the determining the equivalence, we shall take persons with experience less than five years at the level of visiting assistant professors and for the position of associate professor, persons with more than five years experience will be considered.

BOG/2012:01:03

Confirmation of Minutes of BOG/2011/2nd meeting held on Jun 30, 2011.

The Minutes of BOG/2011/2nd meeting of the BOG was circulated to the members after the approval of the Chairman. Copy of Minutes is attached as BOG/2012/1st/ANNEXURE-II. The comments received from the members alongwith the remarks are attached as ANNEXURE - II(A).

The Minutes are placed before the Board for confirmation.

ANNEXURE - II

**MINUTES OF THE BOG/2011/2ND MEETING HELD ON
30 JUNE 2011**

**PANDIT DWARKA PRASAD MISHRA
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN & MANUFACTURING JABALPUR**

Minutes of BOG/2011/2nd Meeting of the Board of Governors held on June 30, 2011 at 15.30 Hrs in the C.S. Library Hall 'G' Block, Ministry of Culture Shastri Bhawan, New Delhi.

Members Present:

- | | | |
|-----|---|-----------------|
| 1. | Shri A.K. Singh, (Retd IAS)
Member, Public Enterprises Selection Board | Chairman |
| 2. | Prof U. B. Desai
Director, IIT Hyderabad | Member |
| 3. | Prof. Ashok Jhunjhunwala
IIT Madras | Member |
| 4. | Shri Amit Khare, IAS
JS, ICC | Member |
| 5. | Prof. Aparajita Ojha,
Director, PDPM-IIITDM Jabalpur | Member |
| 6. | Prof. G.K. Sharma
IIT Gandhi Nagar | Member |
| 7. | Prof. R.K. Shyamasundar
TIFR, Mumbai | Member |
| 8. | Shri Ashok Thakur, IAS
Special Secretary, MHRD, GOI | Member |
| 9. | Col(Retd) P.S. Sandhu
Registrar, PDPM-IIITDM Jabalpur | Secretary |
| 10. | Shri A.K. Verma, SE
CPWD(CZ), Bhopal | Special Invitee |
| 11. | Shri R.P. Dwivedi,
Dy Registrar, PDPM-IIITDMJ | Special Invitee |



Following members expressed their inability to attend the meeting due to their prior commitments:

Shri S. D. Dimri, Member, Ordinance Factory Board, Kolkata, Prof. Puneet Tandon, Prof. Pradeep Mathur, Director IIT Indore, Shri N. Ravi Shankar IAS, Leave of absence was granted by the Chairman, BOG.

The Chairman welcomed the members and special invitees.

BOG/2011 :02.01	Opening Remarks by the Chairman, Board of Governors
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Chairman welcomed all the members, the newly nominated member Prof. G.K. Sharma and other special invitees. All the members introduced themselves. Before heading for the next agenda item, members with the permission of the Chair expressed the following:-

- (1) Shri Ashok Thakur, IAS, Special Secretary, MHRD GOI suggested the Director to prepare a projection of fund requirement for the next Five Year Plan keeping in view the consolidation of the civil infrastructure and other requirements of the Institute. The Institute agreed to send the same within three working days.
- (2) Prof R. K. Shyamasundar and Prof. Ashok Jhunjhunwala advised preparing a vision document and the plans of academic orientation for the next five years. The plan should envisage projections of academic and research strategy. They suggested constituting a Strategic Planning Committee \ Advisory Committee to guide the Institute from time to time in shaping up its future for academic excellence. After discussion, the Director proposed to circulate a draft of the vision document by July 30, 2011.
- (3) Members suggested having a special Board meeting to discuss the vision statement of the Institute and its academic growth plans. After discussion it was decided to have a special Board meeting after the vision document of the Institute is prepared.
- (4) Prof U.B. Desai suggested having an informal discussion after every Board meeting to discuss general issues and concerns related to the Institute governance. Members welcomed his idea.

BOG/2011 :02.02	Overview Report by the Director
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Director's Overview Report (BOG)

A. Academics

1. Academic year completed with students completing their degree requirement for graduation

in the Institute. Third Convocation of the Institute is scheduled to be held on July 29, 2011 and Shri Ajai Chowdhry, Chairman and CMD, HCL Infosystems has very kindly given his consent to be the Chief Guest of the Convocation.

2. The UGC review Committee visited the Institute during June 6-8, 2011 to review the progress made by the Institute during last two years after the conferment of the deemed university status.
3. Placement. Out of 68 graduating students of 2007-11 batch, 44 have been offered jobs with the help of placement cell of the Institute. This year two Public Sector Units (BEL and TCIL) also came for campus placement. Further, students have been offered external project for Project Based Internships.
4. Faculty selections – Seven names have been recommended for the posts of assistant professor. Chairman, BOG has given approval for appointment of three assistant professors and four more names recommended by the Selection Committees through meeting held during June 24-28, 2011 are going to be placed in the meeting as an agenda item.
5. Term of two emeritus fellows Prof. M. Adhikari and Prof. Amit Ray is ending today on June 30, 2011.
6. Dr. Ashish Kundu, Assistant Professor, Physics has been awarded BOYSCAST fellowship of DST.
7. Publication by the faculty in peer reviewed journals during January –June, 2011 has been satisfactory.

B. Infrastructure Development

a. Construction

1. Work of Hall of Residence 4 has been awarded by the CPWD. This is a three seater hall for the accommodation of 498 students. Hall of Residence 1 is completed and Hall of Residence 3 is nearing completion.
2. Tenders for Narmada Residency II have been analyzed and negotiation with the lowest bidder is in process. This will accommodate 60 faculty /staff.
3. Tenders for Lecture Hall and Tutorial Complex are being analyzed by the CPWD. The latest information will be given by CPWD member.
4. Notice Inviting Tenders for Narmada Residency III has been prepared and the Institute had already deposited 1/3 part of the amount sanctioned by the Board with the CPWD. The Institute has requested them to initiate the process for inviting tenders etc. The remaining amount of the work will be deposited in the next financial year once the project is assigned to some agency and the work starts.
5. The Institute has conveyed to the CPWD that the pace of work of Mess and Dining Hall is not satisfactory and immediate action is required to expedite the work, since the number of students is increasing every year.
6. Detailed estimates submitted by the architects have been analyzed by the CPWD and now the work is ready for floating tender notice.



7. Sewerage treatment plant has been temporarily installed that is connected with all the buildings of the campus at present. Order for supply, installation and commissioning of 1000 KVA DG set has been placed. The work of dedicated feeder for electric power supply to the Institute has also been completed.
8. We are following Griha specifications in all our building constructions since last two years.
9. A public interest litigation has been filed by some citizen of Jabalpur claiming that the construction of the Institute campus is going to adversely affect the environment and the wild life present in the area. We are already taking measures to keep the environment as clean as possible.
10. Many minor construction works have been done to cater to the immediate need of the Institute such as class rooms and labs etc. We are also planning to construct water storage tank of 2 lakhs gallon capacity and two twin houses for security officer and hostel warden.

b. Labs and Equipment

In addition to a computer centre consisting of 180 computers, another computer centre with 150 computers is being established for the students.

C. Finance

The financial year 2010-11 was quite eventful and satisfactory. Institute received Grant in Aid of Rs. 45 Crores under Plan during the F.Y. 2010-11. The grant was fully utilized. Major expenditure incurred areas follows. Establishment expenses Rs. 489 lakhs, Academic expenses 175.74 lakhs, other administrative expenses Rs. 360.96 lakhs, deposited with CPWD Rs. 1820.00 lakhs as part of 1/3rd amount for construction of buildings, Rs. 42.21 lakhs for Laying of HT Line, Rs. 63.98 lakhs for Misc civil works. For purchase of other capital items Institute has incurred Rs. 129.15 lakh for Computer Peripherals and Networking, Rs. 90.62 lakh for Softwares, 70.87 lakhs for furniture, Rs. 138.88 lakh for lab and office equipment.

The final accounts of the institutes were compiled well in time. A team of CAG Gwalior visited the institute and completed the audit of accounts on 23rd June, 2011. The team appreciated the efforts made by the institute in streamlining the procedures and maintaining the accounts of the institute. For the F.Y. 2011-12 MHRD, GOI has allocated GIA (PLAN) OF Rs. 40/- Crores and Rs. 10 Crores have been release in the first qtr. Till date the institute has incurred an expenditure of Rs. 4.9003 crores.

The action taken report was placed as given below for the perusal of the members.

Item No.	Resolution/ Decisions	Action Taken
BOG/2011:01:04	To consider the recommendations of the Finance Committee through its FC/2011/1 st meeting held on 03 rd February 2011	Committee constitution by the Director with the following members :
	The Chairman directed that while seeking the approval of the construction works, the agenda	Prof. Mandeep Singh Professor,, Department

	<p>item for each building should be explanatory giving details of the construction cost, built up area and also the approximate cost per unit / per occupant. The Chairman also made an observation on the percentage of fee (5.51% including service tax) being paid to the architects by the Institute and advised to constitute a committee to examine the scope of responsibilities of architects after the Institute started assigning works to the CPWD.</p> <p>It was resolved by the Board to authorize the Director PDPM IIITDM to constitute the committee for the purpose with following members (i) A civil engineer who has served /is serving in a govt. department /autonomous organization not below the rank of a chief engineer (ii) A serving officer in CPWD/PWD not below the rank of an executive engineer (iii) A professor of architecture from School of Planning and Architecture.</p>	<p>of Architecture, SPA New Delhi (Chairman), Shri A.P. Singh, Chief Engineer (Retd.), Central Zone, CPWD, Shri A. K. Verma, SE, C Zone, CPWD.</p>
BOG/2011:01:04(1)	<p>To consider the Preliminary Estimate (P. E.) for the work of Construction of P. G. Hostel.</p> <p>The recommendations of the Finance Committee for the construction of P. G. Hostel with a Preliminary Estimate of Rs. 36,67,62,000/- (Rs. Thirty Six crores sixty seven lakhs and sixty two thousands only). The Board approved the recommendation of the Finance Committee to take up of the construction work of married students block in the 1st Phase with preliminary estimate of Rs. 1237/- lakhs including all taxes and fees.</p> <p>For the remaining portion of the PG Hostel, the proposal will be brought separately before the Board at a later stage.</p>	<p>The work is assigned to CPWD.</p>
BOG/2011:01:04 (2)	<p>To consider the Preliminary Estimate (P.E.) for the work of Construction of Library cum Computer Centre.</p> <p>The recommendations of the Finance Committee were placed before the Board. The Board was also informed about the opinion of some of the members of the Finance</p>	<p>Preliminary Estimate sent to CPWD for rechecking.</p>

	<p>Committee that the cost of construction per sqft was on higher side and the CPWD has been asked to recheck their estimates and give the justification for higher cost.</p> <p>The Director informed the members that the Institute has already approached CPWD in this regard and the response of CPWD is awaited. In view of the above, the matter was deferred.</p> <p>Some of the members were of the opinion to explore the possibility of employing other construction project management agencies also to expedite the construction work. It was decided that the Director will examine these issues and place before the Board in a subsequent meeting.</p>	
BOG/2011:01:04(3)	<p>To consider the Preliminary Estimate (P. E.) for the work of Construction of Basket Ball Court (Indoor) Complex.</p> <p>The Board approved the recommendations of the Finance Committee for construction of the Basket Ball Court (Indoor) Complex with a Preliminary Estimate of Rs 2,30,64,000/- (Rs. Two crores thirty lakhs and sixty four thousand only) including all taxes and fees.</p>	The work is assigned to CPWD.
BOG/2011:01:04(10)	<p>Proposal of Revised Budget Estimate (Plan Grant) for the F.Y. 2010-11 and Budget Estimate for the F.Y. 2011-12.</p> <p>The BOG suggested allocating more funds in the sub head – "Lab Equipment" in the budget estimates of the FY 2011-12 to enable faculty develop their R&D labs as well as for the development of undergraduate labs. It was advised to adjust the amount from some other budget heads. Accordingly, Rs. 400.00 lakhs were allocated under the subhead "Lab Equipment" in place of 250 lakhs by reducing the budget allocation of Lecture Hall & Tutorial Complex to 650.00 lakhs in place of 800.00 lakhs. The revised budget estimates for the FY 2010-11 and FY 2011-12 as approved by the</p>	The Budget is revised as per approval of the Board.

	BOG.	
BOG/2011:01:05	<p>Recommendations of the Senate through its SENATE/2010-11/2nd meeting held on 12th March, 2011</p> <p>(i) Creation of additional teaching positions The recommendation of the Senate for creation of five posts of assistant professors was approved by the Board.</p> <p>(ii) Suggestions for possible names of the Chief Guest for Convocation 2011. Names of eminent persons recommended by the Senate as the possible Chief Guest for the third convocation of the Institute were considered and approved by the Board.</p>	<p>The proposal of sanctioned of the teaching post is sent to MHRD</p> <p>Mr. Ajai Chowdhry Padma Bhushan, Chairman and CMD of HCL Info System contacted for Chief Guest for the third convocation which is to be held on July 29, 2011.</p>
BOG/2011:01:06	<p>To consider the proposal for considering minimum qualifications for the recruitment of employees of PDPM IIITDM Jabalpur.</p> <p>The educational qualification and experience for <i>the non-teaching posts that exist in IITs</i> were approved. It was also advised to change the nomenclature of some of the posts that could be mapped to similar posts available in IITs in terms of job specifications and educational qualifications.</p>	Complied. Posts advertised accordingly.
BOG/2011:01:07	<p>To consider the proposal for fixing the terms and conditions for appointment of Emeritus Fellows.</p> <p>The recommendations of the committee were discussed in detail and it was decided to frame the rules and guidelines for nomination of distinguished professors and adjunct professors/adjunct faculty and the matter is carry forward this Board meeting.</p>	This item is placed under as agenda item BOG/2011/2:12 in the proposed meeting on June 30, 2011
BOG/2011:01:08	<p>To consider and finalize the procedure for upgrading the scale of Professors to HAG Grade keeping in view the MHRD Guidelines.</p> <p>The Board authorized the Director to constitute</p>	<p>Following Committee is proposed to be constituted :</p> <p>Prof. S.G. Deshmukh,</p>

	a committee to frame the procedure for upgradation of Professors to the HAG grade.	Director, ABV IITM Gwalior, Prof. S.S. Gokhale, Director, NIT Nagpur, Smt. Pratima Dikshit, Director (T), MHRD Delhi, Prof. Aparajita Ojha, Director, PDPM IITDM Jabalpur
BOG/2011:01:09	<p>Creation of posts- non teaching.</p> <p>The Board approved the proposal of the Institute for creation of nine non-teaching positions for onward recommendation to the MHRD with few modifications,:</p> <p>The BOG also stressed upon the need to recruit the Executive Engineer and other supervisory staff for IWD on priority.</p>	<p>Complied. Proposal of sanctioned of the posts is sent to MHRD</p> <p>The post of EE is advertised vide advertisement No.05/2011 dated June 13, 2011.</p>
BOG/2011:01:10	<p>Regularization and confirmation of services of Mr. R. P. Dwivedi, DR (F&A).</p> <p>After scrutinizing the case, the Board approved the confirmation of the services of Mr. R.P. Dwivedi as Deputy Registrar after the retirement of Mr. Bhattacharya on June 1, 2011. Services of Mr. R.P. Dwivedi were deemed to be confirmed with effect from July 29, 2009.</p> <p>The Board also directed that any future appointment against the other vacant post arising out of the retirement of Deputy Registrar Mr. Raghunath Bhattacharya be kept provisional until the final verdict of the Hon'ble High Court of M.P.</p>	Complied
BOG/2011:01:11	<p>Recommendations of the committee constituted by the Board on framing the procedures and guidelines for consultancy & sponsored R & D projects.</p> <p>Recommendations of the committee constituted by the Board for framing the procedures and guidelines for consultancy & sponsored R & D projects were discussed and</p>	<p>Complied.</p> <p>Guidelines modified accordingly.</p>

	Board approved the same with modifications.	
BOG/2011:01:12	Application of Dr. Pritee Khanna for eight months leave for post-doctoral research in Japan under JSPS programme. Application of Dr. Pritee Khanna for eight months leave for post-doctoral research in Japan under JSPS programme was approved by the Board.	Complied

BOG/2011 :02.03	Confirmation of the Minutes of BOG/2011/1st Meeting held on March 21, 2011
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The Minutes were confirmed by the Board.

BOG/2011 :02.04	Recommendations of Senate through its SENATE/2010-11/2ND MEETING HELD ON June 17, 2011
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- (a) The Board of Governors approved the names of students who were recommended by the SENATE for award of Degrees, Medals and Prizes for the year 2010-11. The Board also authorized the Chairman, BOG for approving the names of students for remaining medals/prizes whose cases would be recommended by the Chairperson, Senate at a later stage for the year 2010-11.
- (b) The Board of Governors accorded the Post-Facto approval to Seat Matrices for the Academic Sessions from 2005-06 to 2010-11 and gave approval for Seat Matrix of Academic Session of 2011-12.
- (c) **Recommendations of SENATE for providing financial assistance to students whose papers are accepted for oral presentation at National/International Conferences:-**

After deliberation, the Board approved the following.

- (i) To provide financial assistance to a student for participating in a national /international conference if his/her paper is accepted for oral presentation only in a reputed conference. A student will get support only if he has good academic record and his work is outstanding. Students seeking financial assistance will be required to apply to the Coordinator, Academic Affairs. The amount of financial assistance may vary based on the nature and location of the conference and will be solely on the discretion of the Director. An undergraduate student can avail financial assistance only once during his/her programme whereas a post graduate student can avail financial support upto two times during his programme.

The Board also advised to create a knowledge exchange fund that should be utilized for the purpose and should be recouped at the end of each year to fund this assistance.

(d) Consideration of Candidature of three M.Tech.(ECE) Students

The matter was discussed in detail. Members deliberated on the eligibility conditions for admission to M. Tech. programme. The Director informed the members that for Institute assistantship a candidate should have qualified marks as given in the GATE score card. It was also informed to the members that the students were selected through an admission test and interview conducted by the Institute. In view of the lack of information required to resolve the issue, the BOG ruled that the matter be further inquired and a fresh report be prepared to settle the issue. It was decided to discuss the matter in the next Board meeting. Meanwhile the Board approved the proposal that the programme of the students be continued until a decision is taken on the matter in the next Board meeting.

BOG/2011 :02.05	Recommendations of the Selection Committees for the post of Assistant Professors in English, Electronics and Communication, Mathematics and Physics
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Appointment of the under mentioned candidates recommended by the duly constituted Selection Committees was approved by the Board.

- (i) Ms. Mamta Anand
Assistant Professor - on contract for a period of two years in English on the Pay band 3: Rs 15600-39100 and AGP – Rs. 6000/- with seven non-compounded increments when she produces a Ph.D. degree.
- (ii) Dr. Anil Kumar Assistant Professor (SC Category)
Assistant Professor - on contract for a period of one year in Electronics and Communication Engineering on the Pay band 3: Rs. 15600-39100 and AGP – Rs. 7000/- preserving his basic salary + 1 advance increment. His services may be absorbed against permanent position of assistant professor after successful completion of one year contract on his satisfactory performance in teaching and research.
- (iii) Dr. Rajib Kumar Jha -
Assistant Professor - on contract for a period of one year in Electronics and Communication Engineering on the Pay band 3: Rs. 15600-39100 and AGP – Rs. 7000/- preserving his basic salary + 1 advance increment. His services may be absorbed against permanent position of assistant professor after successful completion of one year contract on his satisfactory performance in teaching and research.
- (iv) Mr. Jawar Singh (PH category)

Assistant Professor - on contract for a period of three years in Electronics and Communication Engineering on the Pay band 3: Rs. 15600-39100 and AGP – Rs. 7000/- with seven non-compounded increments + 3 advance increments.

(v) Mr. Nihar Ranjan Jena

Assistant Professor - on contract for a period of three years in Physics on the Pay band 3: Rs. 15600-39100 and AGP – Rs. 7000/- with seven non-compounded increments + 4 advance increments.

(vi) Mr. Devender Kumar (Physics)

Assistant Professor - on contract for a period of three years in Physics on the Pay band 3: Rs. 15600-39100 and AGP – Rs. 6000/- with seven non-compounded increments.

The Board also approved the recommendation of the selection committee that no candidate was found suitable for appointment as assistant professor in Mathematics.

BOG/2011 :02.06	Recommendations of the Finance Committee
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(a) FC/2011:02.04 - Recommendations of Building & Works Committee as recommended by Finance Committee :-

(1) Recommendations of Revised Preliminary Estimates for the work of Construction of Triple Seater Hall of Residence-3.

The Board deliberated on the proposal of Revised Preliminary Estimate of Rs. 2155-00 lakhs (Rs. Two thousand one hundred fifty five lakhs only) including 22% Cost Index 1% Quality Assurance, 1% Labour Cess, 3% Contingency and 5% Architect fee with service tax against the original estimate of Rs. 1690.00 lakhs. However, some of the members were of the view that Rs. 2155 lakhs is on higher side. After discussion and taking a view on the present state of the work, the Board accorded its administrative approval and expenditure sanction (AA/ES) on an excess of Rs. 2 Crores over the initial sanctioned amount of Rs. 1690.00 lakhs. Further, the Institute was advised to get the revised estimates recommended by the Building and Works Committee vetted by CPWD(CZ) Bhopal at the earliest. The BOG advised that in the meantime payment due if any should be made to the contractor within the AA/ES limit of Rs. 1890.00 lakhs to avoid delay in the execution of the work. The final estimated amount will be placed before the BOG for approval after vetting by the CPWD in the subsequent meeting.



(2) Recommendations of Preliminary Estimate for the work of Construction of Library-cum-Computer Centre.

The recommendations of Finance Committee for bringing down the cost of Preliminary Estimate of Library-cum-Computer Centre from Rs. 2359.47 lakhs to Rs 2289.70 lakhs (Rs. Two thousand two hundred eighty nine point seven zero lakhs only) which also includes 22% Cost Index 1% Quality Assurance, 1% Labour Cess, 3% Contingency, 4% Service Tax, 5% GRIHA and 5% Architect fee with Service Tax were approved by the Board of Governors.

(3) Reporting Items

BOG noted the works executed/ being executed at the Institute level / handed over to the CPWD in order to meet the increasing demands. The Board also noted with satisfaction, the measures taken by the Institute to investigate the quality of bricks being used in the civil works of the Institute.

(b) FC/2011:02.05 Proposal for revised rules on TA/DA on foreign travel.

The Board approved the following rule for TA/DA on foreign tour.

- (i) All group A employees will be reimbursed the amount of expenditure made on accommodation in hotels/other boarding alternatives upto three star categories only (as per the international norms of three star hotels).
- (ii) DA will be paid as per Govt. of India approved rates for the country of visit to bear food expenses and local travel only.

(c) FC/2011:02.06 Ratification of Approval of Final Accounts of the Institute for the F.Y. 2010-11.

The Board of Governor after discussion on the recommendations of Finance Committee ratified the approval of the Final Accounts of the Institute for the F.Y. 2010-11 accorded by the Chairman, FC/BOG.

BOG/2011 :02.07	To consider the proposal for delegation of Financial Powers to the various Officers of the Institute.
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The Board had discussed the proposal of the Institute for delegation of Financial Powers to various officers of the Institute in its BOG/2010/3rd meeting and had constituted a Committee. The Board after deliberation on the recommendations of the Committee approved the Financial Powers to the officers of the Institute with the following modification in item no. 2 under the title "Civil Works" of the recommendations of the Committee.

2.	To sanction expenditure on renovation, repair, addition/alteration etc. of civil works	Above Rs. 100 lakhs	BOG
		Upto Rs. 100 lakhs for each specific proposal	Director
		Upto Rs. 10 lakhs	Dean (Planning and Development

BOG/2011 :02.08	Code of Conduct for the Employees of the Institute.
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The Board approved the Conduct rules of the Institute with immediate effect with following correction - To replace "Institute of Technology Act 1961" by "Memorandum of Association of the Institute" and also to replace "Institute Statues" by "Memorandum of Association of the Institute" in Para 19(line No. 1 and 3).

BOG/2011 :02.09	To consider the recommendation of the committee constituted to look into the request of Dr. Rajib Kumar Jha to change to salary on scale from the consolidated salary during the period of July 14-07-2008 to 13-07-2008
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The Board deliberated on the recommendations of the Committee and advised the Institute not to implement the recommendations.

BOG/2011 :02.10	Three Months Leave to Dr. Ashish Kundu for the BOYCAST fellowship at National University of Singapore.
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The Board of Governors ratified the decision of the Director to grant leave to Dr. Ashish Kundu with full salary as per rules.

BOG/2011 :02.11	Approval to give Air fare to the candidates appearing for the selection for the faculty position.
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The Board of Governors approved the recommendation of the Institute to provide airfare by shortest route economy class to candidates appearing for interviews against a faculty position in the Institute.

BOG/2011 :02.12	To consider the proposal for fixing the minimum qualifications and experience requirement for appointment of faculty.
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The Board of Governors approved the proposal with the modification that non Ph.D.s should not be considered for faculty positions and minimum qualification and experience requirement should be as per MHRD/guidelines and as amended from time to time by

MHRD/GOI. The following minimum qualifications and experience requirement were approved.

S. No.	Designation	Minimum Qualification and experience requirement for short-listing the candidates
1	Assistant Professor <u>on contract</u>	Ph.D. (B. Tech. / M. Tech. + Ph.D. in engineering or M. Sc. + Ph.D. in mathematics / science / relevant masters degree in other disciplines) with good academic record and research publications. Ph.D. submitted may also be considered for position
2	Assistant Professor <u>On permanent position</u>	A minimum of three years teaching / research/ professional experience excluding the experience gained while pursuing Ph.D. The candidate should have demonstrated research and development capabilities in terms of publications in reputed journals and conference proceedings/ patents etc.
3	Associate Professor	A minimum of six years of teaching/ research/ professional experience (excluding the experience gained while pursuing Ph.D.) of which atleast 3 years should be at the level of Assistant Professor, Senior Scientific Officer / Senior Design Engineer in a research organization or industry. The candidate should have demonstrated adequate experience of independent research in terms of publications in reputed journals and conference proceedings, patents, laboratory / course development, guidance of Master and Ph.D. students and / or other recognized relevant professional activities.
4	Professor	A minimum of ten years of teaching/ research/ professional experience of which at least 4 years should be at the level of Associate Professor or at equivalent level in a research organization or industry as on the date of application. The candidate should have demonstrated leadership in research /development in a specific area of specialization in terms of strong record of publications in reputed journals and conference proceedings, patents, laboratory/ course development, guidance of Master and Ph.D. students and/ or other recognized relevant professional activities.

The Director expressed her view point that in design field especially, there is a scarcity of Ph.D. candidates whereas highly qualified and experienced people are available in India who could contribute to the teaching programme of the Institute. It was advised to create suitable (non-faculty) academic positions to strengthen the academic staff in design discipline specially and in other important fields in general, to keep some positions open for such qualified people.

BOG/2011 :02.13	To consider the proposal for fixing the terms and conditions for offering the visiting professor/distinguished professor/ adjunct professor and adjunct faculty position at the Institute.
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Members were of the view that the honorarium of adjunct professor /faculty should be suitably modified so that it takes care of the long and short period of visits and the designation/ experience of the faculty. Further it was decided to have visiting associate professor /assistant professor positions also for strengthening the Institute's capacity. A proposal for offering visiting positions to young faculty members / scholars/researchers / experts working in other organizations may be brought in one of the subsequent meetings of the Board.

After deliberations, the Board accorded its approval on the proposal and advised that the honorarium of adjunct professor /faculty should be fixed based on the services rendered and designation of the faculty. The Board advised the Director to prepare a proposal and circulate the same for a resolution.

BOG/2011 :02.14	To consider the approval of Honorarium to faculty for Summer Course.
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Members deliberated on the proposal and opined that the amount should be more than what is proposed by the Institute. Some of the members expressed that faculty members need to contribute a significant amount of time and energy during summer vacation to help those academically deficient students clear their backlogs. The Board authorized the Director to modify the honorarium keeping in view the number of students also in the course. The same may be reported in the next Board meeting for ratification.

BOG/2011 :02.15	The recommendations of SENATE/2010-11/3rd meeting of the Senate held on 17th June
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This item is reported under agenda item no. BOG/2011:02.04 - Recommendations of Senate through its SENATE/2010-11/2ND meeting held on June 17, 2011 (d) in these minutes.

BOG/2011:02.16	Items for reporting/ratification
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The Board noted /ratified the following items–

- (a) The Third convocation of the Institute is scheduled to be held on July 29, 2011 at 4.00 p.m. The Board noted the same.
- (b) Shri Ajai Chowdhry, Chairman, HCL Infosystems has given his consent to address the graduating students as Chief Guest of the Convocation. The Board noted the same.



- (c) The Chairman, BOG has accorded his approval on the recommendations of the selection committee in Computer Science and Engineering, Design and Mechanical Engineering. Following persons have been offered position as Asst. Professor(on contract) for a period of three years in the discipline shown against their names :

- (1) Mr. Sarvan Kumar Mohanty (Computer Science and Engineering)
- (2) Mr. K. K. Balakrishnan (Design)
- (3) Mr. Pawan Kumar Kankar (Mechanical Engineering)

The Board ratified the decision taken by the Chairman, BOG.

BOG/2011 :02.17	Any Other Items with the Permission of Chairman.
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The under mentioned items were taken up in the BOG with the permission of the Chair.

BOG/2011 :02.17(a)	Proposal to authorize the Chairman BOG for approval of the Annual Report of the Institute.
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The Board authorized the Chairman to approve the Annual Report of the Institute to avoid delay for placing the same before both the Houses of Parliament and report the same in next board meeting.

BOG/2011 :02.17(b)	Nominations of Board Nominees in various statutory committee of the Institute
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The Board approved the nomination of the following members as Board's nominee.

- (i) Finance Committee - for a period of three years as per MOA.
 - (1) Prof. U.B. Desai, Director IIT Hyderabad- Board's Nominee
 - (2) Prof. Ashok Jhunjunwala, IIT Madras -Board's Nominee
- (ii) Building & Works Committee - for a period of three years
 - (1) Prof. G.K. Sharma - Board's Nominee
 - (2) Shri D.K. Pandey, SE, MPPKVV Ltd Jabalpur in the capacity of an Electrical Engineer not below the rank of S.E. in Govt./Govt. Agency.

BOG/2011 :02.17(c)	Appointment of Vigilance Officer and Grievances Redressal Officer at the Institute
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During the meeting an additional item was discussed on the advice of Shri Amit Khare, JS, ICC with the permission of the Chairman. He suggested that the institute should appoint a Central Vigilance Officer and a Grievances Redressal Officer out of the available officers/faculty to hold the additional charge and the responsibility. He informed the members that


for CVO three names are required to be forwarded to the MHRD, GOI for nominating one out of the suggested names. Board approved the suggestion.

BOG/2011 :02.17(d)	Minimum qualification and experience requirement in case of TA/LA of the Institute
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The Director informed the members that Board of Governors had approved the recommendations of the Committee constituted to recommend minimum qualification and experience requirement for non-teaching staff in the Institute. The recommendations were based on the suggestions of Director (T), MHRD that they should be in parity with IIT norms. However, educational qualification for similar positions as given in the advertisements of IIT Kanpur and IIITDM Kancheepuram also take ITI qualification into account. She further informed the members that the faculty of the Institute has recommended including

Technical Assistant	(i) M. Sc. In appropriate field/ B. Tech./ B.E. or B. Sc. With two years relevant experience <u>OR</u> MCA with one year experience. <u>OR</u> Three years diploma in engineering in appropriate field with 3 years of relevant work experience <u>OR</u> (10+2) with Govt. approved /recognized ITI course of 12 months duration in relevant field with 5 years of work experience in relevant field as LA or equivalent . (ii) Knowledge of computer applications
Lab Assistant	(i) Bachelors degree in appropriate field <u>OR</u> Diploma in Engineering of three years duration in appropriate field <u>OR</u> B.Sc. degree in appropriate field of BCA <u>OR</u> Diploma in Engineering of 3 years duration with one year experience <u>OR</u> (10+2) with Govt. approved/ recognized ITI course of 12 months duration in appropriate field with 3 years of relevant work experience (ii) Knowledge of computer applications

The meeting concluded with a vote of thanks to the Chairman and other members.


[Col (Retd) P.S. Sandhu]
Registrar & Secretary BOG
11 Jul 11.

ANNEXURE – II(A)

COMMENTS OF THE MEMBERS ON THE MINUTES

From: "Girish K Sharma" <girish@iitgn.ac.in>
Subject: Re: Minutes of BOG meeting held on June 30, 2011
Date: Sun, August 7, 2011 12:18 pm
To: registrar@iiitdmj.ac.in
Cc: director@iiitdmj.ac.in

Dear Col Sandhu,

Regret for delay in sending my comments/suggestions on the Minutes of BOG, which are as follows:

(i) BOG/2011:02.02 , Overview Report by the Director

On page 3, under Infrastructure Development- a.Construction
item (6) and (7) are not clear, need to be written more clearly.

(ii) BOG/2011:01:04(10)

Page 6, last line as " The revised budget estimates for the FY@011 and FY2012 as approved by BOG " is not complete and clear .

(iii) BOG/2011:01:07

Last line should read as "and the matter is carried forward to the next Board meeting "

(iv) BOG/2011:02.06 , Recommendations of the Finance Committee

Page 12, (3) Reporting Items - needs clarification

-----Works executed /being executed at the Institute level " by CPWD be handed over to the Institute in order to meet the increasing demands " ?

(v) BOG/2011:02.09

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The Board deliberated on the recommendations of the Committee and the recommendations of the Committee for Dr Rajib Kumar Jha to change to salary on scale from consolidated salary during the period from July 14, 2008 to July 13, 2009 (? cant be 2008 as mentioned in the draft) was not approved.

However the service rendered on consolidated be counted as experience for further assessment.

(vi) BOG/2011:02.12

Minimum qualifications , experience and salary scales for appointment of faculty at IIITDM have to be as per recommendations of VI Pay Commission and as per approval by MHRD.

(vii) BOG/2011:02.17(d) , Minimum qualification and experience requirement in case of TA/LA of the Institute

For direct recruitment to the position of Technical Assistant it is desirable not to include minimum qualification of ITI course of 12 month duration (after 10 +2) with 5 years experience as LA as the

job requirement for technical assistant may be different and also promotional avenues for them may be more difficult to provide .

It is desirable to have a separate cadre for ITI qualified personnel with appropriate promotional avenues.

Best wishes and regards,

G.K.Sharma

On Mon, Jul 11, 2011 at 4:53 PM, Col (Retd.) P.S.Sandhu <registrar@iiitdmj.ac.in> wrote:

Dear Prof.Sharma,

The minutes of the BOG meeting (BOG/2011/2nd meeting) held on June 30, 2011 are attached. Comments/suggestions if any be forwarded within next fifteen days'.

With regards

Col (Retd.) P.S.Sandhu
Registrar & Secretary
Board of Governors

--

Prof . Girish K Sharma,
Mechanical Engineering,
Professor -in- Charge, Faculty Affairs,
Indian Institute of Technology, Gandhinagar
Vishwakarma Government Engineering College Campus, Chandkheda, Visat -Gandhinagar
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Web : www.iitgn.ac.in

Attachments:

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Vision Document of the Institute

It was decided to prepare and present a vision document of the Institute. It was decided to have an exclusive meeting of the Board to deliberate on the Vision Document. The vision document of the Institute is placed before the Board at **BOG/2012/1st/Annexure III.**

If the Board approves, date for an exclusive meeting of the Board may be decided in the month of January or February, 2012, so that the comprehensive funds requirement may be submitted to the MHRD for approval.

The meeting on January 9, 2012 may be dedicated for the purpose. But other agenda items also need deliberation for approval.

ANNEXURE – III

VISION DOCUMENT OF THE INSTITUTE

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

**Vision Document: Version 1.1
January 1, 2012**

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Vision Document: Version 1.1

1. Introduction

The Institute was established in February, 2005 with the promising mission of providing quality education and research in IT enabled design and manufacturing. Hence, working across disciplines is a core component of our approach to education and research. The Institute runs undergraduate and post graduate programmes (including Ph.D.) in Computer Science and Engineering, Electronics and Communication Engineering and Mechanical Engineering. Apart from this, Master of Design and Ph.D. in Design are also being offered by the Institute.

2. Vision

PDPM Indian Institute of Information Technology, Design and Manufacturing (IIITDM) Jabalpur shall emerge as a Global Knowledge Hub for quality research and teaching under the broad area of Design and Manufacturing through cross disciplinary, innovative, futuristic and dynamic approaches.

3. Mission

To create an environment of high quality research and training that

- facilitates learning and growth in all areas of human endeavour,
- focuses on the development of students' capacity for independent and critical thinking, builds confidence in them to tackle new problems and situations for successful engagement with industrial, social and other sectors with maturity and flexibility,
- Imbibes respect for nature and environment, culture and human values.
- plants the seeds of innovation so that the next generation of leaders acquires the capacity to lead.

4. Values

Besides continuing its ongoing activities, the Institute seeks to act in a manner that is guided by a deep-rooted sense of shared values and aspirations for its future planning. Working under such a sound frame of reference, the Institute:

- a. Encourages, recognizes and rewards high performance in learning, teaching, scholarship, research and other creative activities by promoting intellectual curiosity and protecting the basic principles of academic freedom.

- b. Seeks to establish and maintain an environment enabling academic community to take intellectual and creative risks and to embrace changes that will lead to the technological innovations and development in future years.
- c. Aspires to build an environment of tolerance and reasoned debate without any gender, caste, religious, regional or cross country bias by affirming the worth and personal dignity of every constituent member of the Institute and by contributing to a campus climate of civility.

5. Growth Plans and Directions

The Institute aspires to be a leader in redefining engineering education in the country with the motto "**Born for Innovation in Engineering**". The Institute aims at providing students with maximal opportunities for intellectual and creative development and exposure to solve real life problems with confidence and through interdisciplinary approach. The students would be encouraged to learn through inquiry and practice rather than simple transmission of knowledge through class room teaching. Hands on experience would be one of the main components of course of studies. The Institute strives to develop and deliver innovative programmes designed to support its mission.

5.1 Long Term Plans

We wish to build our strength in

- **Green Technology and Energy Systems Design**
- **Innovative Design and Manufacturing** - in the areas of Security Electronic Devices, Communication Devices, Bio-MEMS and NEMS, Mechatronics and Robotics, Machine tools design.
- **Computational Engineering** - in the areas of artificial intelligence, control and robotics, signal and image processing, process control, biometric, software testing and allied areas.

We plan to prioritize our activities with the following aims.

- Contribution towards social needs of the rural population.
- To strengthen our collaboration with centres of excellence in the world to expand our horizon of research and development in emerging areas of global importance.

We also plan to develop collaboration with following industries to broaden our scope of research and development.

- Automobile Industry
- Domestic Appliances

- Service Industry
- MSME Sector

5.2 Short Term Plans

a. Stabilizing the Undergraduate Programme with Design and Manufacturing Orientation

Ever since the inception of the Institute, we have been striving to evolve a curriculum that suits the requirement and philosophy of the Institute. This however, is a challenge, as building a roadmap for education in nonconventional and emerging areas is a Herculean task. After certain iterations, we have now come up with our first version of a curriculum that suits the theme of the Institute. We plan to stabilize our undergraduate programme by freezing the main components of the programme after experimentation and feedback from faculty, students and experts from various domains.

b. Strengthening Research Activities in Specific Areas of Design /Manufacturing and in Interdisciplinary Areas

In initial years, the Institute focused on its undergraduate programme. We are now concentrating on orienting our post graduate programmes (including Ph.D. programmes) towards our focused objectives. We plan to develop expertise and research facilities in identified areas and accordingly will set up the following centres.

- Centre for Design Innovation
- Centre for Manufacturing Innovation
- Virtual Reality Centre
- Energy Centre

c. Introduction of New Undergraduate /Postgraduate Programmes

Ideas have been given by faculty/experts to start undergraduate programme in (i) Design (ii) Bio Engineering.

d. Establishment of Technology Incubation Centre

e. Establishment of Minimum Residential Campus Infrastructure

For building the civil infrastructure, the Institute plans to finalize the architectural and structural design of the Design Studio (Hub of major research activities, faculty offices, seminar halls and lounge etc.) by the financial year 2011-12. A few important buildings that are going to come up during next five years are as follows- Lecture Hall and Tutorial Complex, Visitors' Hostel, Library

–cum-Computer Centre, Post Graduate Hostel, Girls Hostel, Single Seated and Triple Seated Hostel, Administrative Building, Design Studios, Two Mess and Dining Halls, Health Centre, Multi Utility Centre, Residential buildings (Narmada Residency II and III, Reva Residency II), Students Activity Centre and Technology Incubation Centre.

6. Our Strength

The faculty at present is working in one of the following areas of research.

- Innovative Design and Manufacturing
 - Embedded Systems Design
 - CAD/CAM and Rapid Prototyping
 - Design of Smart Structures
 - MEMS
 - Design of Energy Systems
 - Micro Nano Fabrication
 - *Industrial Design*
- Graphics, Vision and Image Processing
 - Computer Graphics and Vision
 - Image Processing, Pattern Recognition
 - Geometric Modelling
 - Biometrics
- Data and Knowledge Engineering
 - Computational Linguistics and Natural Language Processing
 - Artificial Intelligence
 - Human Computer Interaction
 - Software Engineering
 - Data Engineering
 - Wireless and adhoc networks/ sensor network
 - Parallel Algorithms
- Electronics & Communication
 - High Frequency Electronics Design,
 - VLSI Design & Testing
 - Nanophotonics, Optoelectronics and Optical communication
 - Antenna Analysis Design & Fabrication,
 - Microwave Communication & MMIC Design, RF and Optical MEMS
 - Mutlidimensional Signal Processing
 - Design of Control Systems

- Sensors and Actuators

7. Present Infrastructure and Facilities

Existing buildings in the Campus

- Core Lab Complex consisting of eight halls – presently being used for labs, class rooms, library, faculty offices, administrative section etc.
- Hall of Residence 1 - single seated – capacity 408
- Hall or Residence 3 – triple seated – capacity 498
- Service Block – electric substation
- Workshop Annexe and Mechatronics lab – Temporary structure
- Lecture Halls 3 nos. -- Two of Capacity 300 each and one of 100 capacity.

Existing Labs and Central Facilities: Following major lab facilities exist for research and development in the areas of interest of the faculty of the Institute.

S. No.	Name of the Machine
1.	CNC Turning Machine
2.	CNC Vertical Milling Centre
3.	Rapid Prototyping Machine
4.	Abrasive Waterjet Machining Center
5.	Injection Molding Machine
6.	X-Ray Diffractometry (XRD)
7.	Scanning Electron Microscope
8.	Atomic Force Microscopy (AFM)
9.	Infrared Camera
10.	Tool Dynamometer
11.	Universal Testing Machine
12.	Torsion Testing Machine
13.	Impact Testing Machine
14.	Fatigue Testing Machine
15.	EDM
16.	Computerized Diesel Engine Test Rig
17.	Petrol Engine Test Rig
18.	CNC Lathe
19.	Vertical Machining Centre
20.	Laser Vibrometer

21.	CAD/CAM software for product design, VLSI design and simulation, Microwave antenna design and simulation, FE analysis etc., Image processing tool boxes and tool kits.
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Computer Centre Servers and Other Cluster Systems

<u>S.No.</u>	<u>Servers</u>	<u>Services</u>	<u>Configuration</u>
1.	DNS Servers	Running Institute DNS services, Institute Website	Intel Dual Quad-Core 64-Bit Intel Xeon 5420 2.5 GHz Processor/ Intel Chipset & Compatible With Processor/ 12 MB L2 Cache Memory/ 1333 MHz FSB/ 2 X 146 GB 15K RPM SAS Disks/ Embedded RAID Controller (0,1,5)/ 8 GB DDR II ECC SDRAM / Upgradeable Up to 32 GB/ DVD RW/ 10/100/1000 Dual Gigabit NIC/ Redundant Power Supply/ Rack Mount with Accessories, 1U/2U/ 2 PCI Express Slot in Motherboard/2 PCI Slots in Motherboard/ 4 USB Ports in Back Panel and 2 USB ports in front panel/ 1 serial port in back panel/ 3 Year Comprehensive Onsite Warranty/ Windows and Linux Certified.
2.	Mail server	Running mails services for Institute users	
3.	Proxy Servers	provide internet facility to Institute users	
4.	Application Servers	running various network license software used by Institute users	
5.	NFS Server	Storage area of all cc users	
6.	IBM Cluster	for Parallel Computing	

8. Challenges Ahead

(i) Non-availability of qualified and experienced faculty to take care of undergraduate programme and carry forward R&D activities

Faculty is the backbone in realizing all our plans and strategies. However, as it is well known, faculty shortage would remain one of the greatest challenges in future years. Although the number of Ph.D.'s passing out from good institutes and universities is increasing, still the number is not sufficient in catering to the need of Indian institutes and universities. Further the quality of Ph.D.'s produced has also become a great concern in the last few years. In addition to this, some of the private institutes offer very attractive salaries.

(ii) Infrastructure Development

The infrastructure development is one of the major hurdles in achieving our targets. Lack of sufficient funds also sometimes contributes to the delay in construction of civil works and related issues.

(iii) Disparity in the capability levels of students

The Institute needs to address the major challenge in bridging the gap between two sets of students at the same level. While some of the students remain focused and keep their pace of learning with the lecture courses /lab sessions, a large number of students get distracted from their main goals. Such students belong to one or more of the following groups.

- a) Coming from under privileged / weaker sections of the society and find it difficult to mix up with other students in hostels and class rooms.
- b) Coming from rural background and medium of instructions other than English at school level.

Excellence in academic education not only means providing best possible opportunities to bright minds, it also means empowering students who have not been able to recognize their potentials. This remains one of the principal challenges in classes, especially with large number of students and insufficient number of instructors.

(iv) Finances

The Institute has been getting sufficient funds to develop its infrastructure and run its administrative and establishment expenses, until now. However, the time has come when construction work of most of buildings will start and within a short span of time all major research labs will have to be established. This will require a significant amount of (a one time establishment) fund in near future. However, as per the trends of MHRD fund allocation to IITs, a proportionate rise in the fund allocation can not be expected. Hence, in future unavailability of funds may become one of the main challenging components.

(v) Motivation of the faculty to work in groups and in interdisciplinary areas

We find that motivating the faculty to collaborate with their fellow colleagues in broadening their areas of research and development is one of the major challenges. By and large the faculty members are young researchers who have completed Ph.D. in recent years. Most of them still wish to further their research work in their own areas of research in which they have been awarded Ph.D. degree. This becomes a challenge some times as research groups do not evolve and faculty keep doing isolated research in their own areas of interest without taking interest in other fields related with their areas.