

# Agenda & Notes

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## 2008-09: 2<sup>nd</sup> Meeting *of the* **Board of Governors**

### Venue of the Meeting

Conference Room, Ministry of Textiles,  
Udyog Bhawan, New Delhi

### Date and Time of the Meeting

November 07, 2008 at 16.00 Hrs



PDPM

Indian Institute of Information Technology,  
Design and Manufacturing Jabalpur

**Second Meeting of the Board of Governors, 2008-09**  
[To be Held on November 07, 2008]

**AGENDA**

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**BoG/2008-09: 02.01**

**Opening Remarks by the Chairman**

Shri AK Singh, Secretary, Ministry of Textiles, took the charge as the 2<sup>nd</sup> Chairman of the Board of Governors of the Institute with effect from September, 2008. Opening remarks by the new Chairman shall be presented in the meeting itself.

## **BoG/2008-09: 02.02 Overview Report of the Director**

### **A. Progress of the Existing Construction Works:**

#### Core Labs Complex:

About 90% of the work has been completed. The remaining work shall be completed by the end of November 2008. We expect the building to be functional by January 2009.

#### Single-Seated Hall of Residence I:

Due to various reasons, not entirely under the control of the Institute, the work has remained slow from the beginning. At this stage ~ 65% work has been completed. Efforts are being made to ensure that three out of six wings of the hostel are completed by December 2008. The entire work shall be completed within this financial year.

#### Service Block:

This work has been completed.

#### Campus Wall:

Except three patches of ~ 200 meters in length, which have been left due to the reasons of providing transport and easy excess to construction material, the campus wall has been completed. Remaining segments also shall be completed soon after the utility of transporting the building material from them is over.

#### Peripheral Road:

Out of a total length of ~ 9 kms, of the peripheral road, the construction of ~ 4.8 kms of road was undertaken. This much portion of the peripheral road has been completed.

### **B. Reconstitution of the Campus Advisory Committee:**

The first **Campus Advisory Committee (CAC)** of the Institute was constituted in May 2006 with most of its members from IIT Kanpur. However, since the Institute is now having several of its own faculty members stationed in Jabalpur itself it is no longer advisable to hold the meetings of the Committee in IIT Kanpur. The Committee was therefore reconstituted on December 07, 2007. Members of the reconstituted **Campus Advisory Committee** are:

1. Prof Sanjeev Bhargava (Director, IIITDM Jabalpur),	Chairman
2. Prof Amit Ray (IIITDM Jabalpur)	Member
3. Prof Aparajita Ojha (IIITDM Jabalpur)	Member
4. Prof Manoj Harbola (Prof IIT Kanpur, Member of the Board)	Member
5. Dr Puneet Tandon (IIITDM Jabalpur)	Member
6. Dr Subir S Lamba (IIITDM Jabalpur)	Member
7. Dr Prabin K Padhi (IIITDM Jabalpur)	Member
8. Mr TS Anand (Institute Engineer, IIITDM Jabalpur)	Secretary

In last several months the Committee met several times, more so in the months of August – September 2008 and has been going through the concept plans of various buildings submitted by the architects. The suggestions and feedback given by the Committee are being incorporated by the architects before they submit their final drawings.

### **C. Planning of Campus Construction & Development Activities:**

Consequent to the approval given by the Board in its meeting held on November 20, 2007, Members of the Panel of Architects were invited to visit the Institute so that the schedule of assignments of future works of the Institute could be



planned. Consequently, **M/s Atelier Architects, Chandigarh** and **M/s Datta & Datta Associates, Ahmedabad** came to the Institute in December 2007 and made presentations before the **Campus Advisory Committee**. **M/s Kanvinde, Rai & Chowdury, New Delhi** expressed their inability to make the proposed visit and therefore did not visit the Institute for the above purpose.

Since the Board in its meeting held on August 2006 had cleared the zoning of the Institute into three zones, namely (1) the Academic Zone, (2) the Hostel Zone and (3) the Residential Zone, and had also desired that the planning of various buildings in these zones be done, the Campus Advisory Committee, after going through the presentations of the architects recommended that

- (i) **M/s Architects Atelier, Chandigarh** be given the responsibility of developing the plan of the Academic Zone,
- (ii) **M/s Datta & Datta Associates, Ahmedabad** be given the responsibility of developing the plan of the Hostel Zone,
- (iii) The responsibility of advising the Institute on external services be assigned to **M/s Atelier Architects, Chandigarh**.

As the Institute was not immediately hard pressed to start the construction of its Residential Zone, the assignment for the developing its plan was deferred.

Meetings with all the three architects were subsequently held in New Delhi on May 27 and June 12, 2008 respectively. After a brief discussion, the three architects were informed about the decision of the Institute based on the deliberations of its **Campus Advisory Committee**.

Concept Plans of the Academic Zone and the Hostel Zone, as submitted by **M/s Architects Atelier, Chandigarh** and **M/s Datta & Datta Associates, Ahmedabad** are presented in this meeting itself in Item No BoG/2008-09: 02.04.

#### **D. Services:**

##### **Independent High Tension Electrical Line:**

Approval for bringing an independent 33 kVA line for the campus has been obtained from the MPEB Head Quarters. As per agreement, bringing the HT line would require (i) bringing the double feeder line from Gora Bazar to Sita Pahad over a distance of 9 kms, (ii) laying of complete HT Line from Sita Pahad to the campus over a distance of ~ 2.5 kms and (iii) shifting of overhead HT Line going to the Dumna Airport and passing over a portion of the campus. At present the work of laying of the complete HT line from Sita Pahad to the campus is going on and is likely to be completed within a month.

##### **Sewage Treatment Plant:**

To work out Institute's philosophy on the sewage disposal mechanism, the Campus Advisory Committee deliberated on the issue during the course of several meetings. It is to be noted that as per agreement with the Jabalpur Nagar Nigam, the Institute was required to treat its sewage in a package type pollution free, odor free and environmental friendly manner before disposing the same, if any, in the Kandhari water reservoir. The Campus Advisory Committee therefore decided that

- The treated sewage water shall be (i) recycled for flushing purposes and (ii) used for catering horticulture requirements,
- The sewage treatment plants shall be separate for the hostel and residential zones. The STP to be installed at present in the hostel zone shall be of the capacity of treating 150 cubic meter sewage per day.



In view of these requirements 10 agencies were called to the Institute to make presentations before the Campus Advisory Committee. After this exercise four agencies namely (i) M/s Ion Exchange India Ltd, (ii) M/s Thermax Ltd, (iii) M/s Wockoliver Inc and (iv) M/s UEM India Ltd were shortlisted for giving their technical and financial bids. After their presentation, the Committee recommended the award of the STP to Wockoliver Inc.

**E. Buildings proposed to be taken up in the immediate future:**

The students' strength is going to be ~ 700 by August 2009. The Institute is working to take up the approval for the construction of its another Hall in this meeting itself. As the Institute campus is located in a remote area, Students Activity Center would be required to be taken up immediately.

Institute is fortunate enough to attract good faculty so far. However, to attract more faculty and retain them requires the development of residential zone too. Deliberation on the same has already begun in the Campus Advisory Committee.

The inflow of Japanese experts and professors to the Institute has started picking up well. In this semester the Institute hosted 6 Japanese Professors and experts. About 10 are likely to visit in the next semester. Architects have proposed the design of the Convocation and Convention Center (C&CC) which has also the provision of ~ 10 Guest Rooms. The Campus Advisory Committee is of the opinion that the maintenance of the (C&CC) can be best done if it is combined with the Visitors Hostel. In view of many guest faculty, both from India and Japan, the Institute would like to take up the construction of its C&CC as well as the Visitors Hostel in very near future.

The Committee is requested to take a note of these priority buildings which the Institute would like to take up in next few months.

**F. Reconciliation Committee**

For (i) Single-Seated Hall of Residence II, (2) the Lectures Halls & Class Rooms Complex and (iii) Dining Hall, the jobs which could not be awarded due to various reasons, there is a difference of opinion between the Institute and M/s Kanvinde Rai & Chowdhury regarding the admissibility of the professional fee payable to them. It was mutually agreed to constitute a Reconciliation Committee to resolve the differences. The following Committee was constituted on July 24, 2008 for the same:

- |   |          |
|---|----------|
| 1. Padma Shree Dr JR Bhalla – Renowned Architect  | Chairman |
| 2. Prof Ashwini Kumar – Former Deputy Director of IIT Kanpur & Professor of Civil Engineering | Member   |
| 3. Mr HK Yadav – Renowned Architect   | Member   |
| 4. Prof MK Harbola – Professor at IIT Kanpur & Member of the Board of Governors               | Member   |

The Reconciliation Committee has been asked to submit its report within three months. The B&WC is requested to ratify the same.

**G. The Situation of the Academic and the Non-Academic Staff:**

Posts sanctioned for the Institute in 2005 are given in Annexure 1. However, all the positions of the non-academic staff were not filled due to the following reasons:



Getting good-quality applications for the faculty positions is not easy. The faculty positions filled up till now, along with the qualifications and specialization are given in **Annexure 2**. The Institute plans to hold next Selection Committee for the faculty positions in December 2008.

1. The land for the Institute campus could be allotted only one-and half year after its inception. IT Bhawan, JEC Jabalpur, the current premise from where the Institute has been running has a very limited space. In fact, the Institute was forced to go for the temporary construction for creating the required space for additional class rooms, labs, workshop and faculty offices. Due to the lack of space, the Institute was forced to admit much smaller batches than its sanctioned strength.
2. Not all positions of the non-academic staff were filled due to (i) posts sanctioned being not immediately required for and (ii) inadequate space for making various non-academic staff sit in the presently available space.
3. The Institute is now slated to run from its own campus at Dumna Road from January 2009. Conversion of unfilled posts to the posts required by the Institute at equivalent grades was done in the last meeting of the Board held on July 08, 2008. The steps to fill these posts have already been taken. All the unfilled posts are likely to be filled by December 2008.

The document stating the rationale for different positions of the non-academic staff needed by the Institute was presented in the last meeting of the Board. The non-academic staff is divided into the categories of (i) the Technical Staff and (ii) the Ministerial Staff.

Since IIITDM Jabalpur has the emphasis on Design and Manufacturing besides IT, it has three branches namely (i) Computer Science & Engineering, (ii) Electronics & Communication Engineering and (iii) Mechanical Engineering. Due to the presence of Mechanical Engineering also, the nature of laboratories needed in the Institute, equipments required therein and the need for the Technical Staff for the Institute is different than that of other IIITs namely that at Allahabad and Gwalior. These requirements have been very carefully worked out by the Institute and to cut them down further is very difficult.

At present, the Institute has four batches of undergraduate students and also M Tech, M Des and PhD students. This implies that in spite of lesser number of students presently registered in the Institute, it has to carry out the teaching like in a full-fledged institute by offering courses to all four years undergraduate students as well as postgraduate students. "The Capacity Building Stage" as well as "The Capacity Expansion Stage" to take care of CEI Act 2007 are to be therefore carried out simultaneously by the Institute. Guidelines for sanctioning of additional number of posts take care of capacity expansion in the Institutes which are already well-established and need incremental space and staff to meet the requirements. These guidelines do not take care of requirements of a new Institute such as PDPM IIITDM Jabalpur and also new IITs and IISERs. IIITDM Jabalpur therefore requires a different treatment in this regard than that given to existing IITs, IIITs and NITs. The posts required by the Institute and those which are to be approved by the existing guidelines are given in **Annexure 3**. The Finance Committee is apprised that the Institute is already in touch with the MHRD regarding the sanctioning of additional number of posts.

#### **H. Audit of Institute Accounts:**

Due to other commitments, the AG (MP), Gwalior sent its team to the Institute only in the first week of November 2008. Institute hopes to complete the entire exercise of External Audit by mid December 2009.

#### **I. Deemed to be University under de novo Category:**

The Institute had filed its application to the UGC in April 2006 itself requesting it to grant the "Deemed to be University" status to PDPM IIITDM Jabalpur under *de novo*



category. With a considerable delay, the following committee was appointed by the UGC in March 2008:

- |   |                  |
|---|------------------|
| 1. Prof SG Dhande<br>Director, IIT Kanpur   | Chairman         |
| 2. Prof Hema A Murthy<br>Department of Computer Science & Engineering<br>IIT Madras                 | Member           |
| 3. Prof Girish Kumar<br>Professor (retired)<br>IIT Bombay   | Member           |
| 4. Prof Suresh Wadhwa<br>Department of Mechanical Engineering<br>IIT Delhi                          | Member           |
| 5. Dr Ashok A Ghatol<br>Vice Chancellor<br>Dr Babsaheb Ambedkar<br>Technological University, Lonere | Member           |
| 6. AICTE Nominee  | Member           |
| 7. Dr (Mrs) Urmila Devi<br>Joint Secretary, UGC   | Member Secretary |

The visit of the Committee was earlier scheduled for November 3-4, 2008. However, due to the ongoing session of the Parliament, the schedule was postponed. Now the Secretary of the Committee has informed that the visit shall take place between December 1 and 2, 2008. The delay in even starting the process of considering the Institute for the "Deemed to be University" status is creating considerable problems for the Institute on following two counts:

1. The first Undergraduate batch of the Institute was admitted in July-August 2005 and will be graduating in May 2009. The Institute is not affiliated to any other Institute or body.
2. The Institute requires the import duty-exemption certificate from DSIR. Such a certificate to academic institutions is issued only after they have got "Deemed to be University" status by the UGC.

The Institute hopes that the schedule of the visit shall not be further delayed by the UGC and related necessary formalities of the process shall be completed in due course of time.



Annexure 1

### Faculty and Non Faculty Posts Sanctioned in 2005

#### Faculty Positions

Professors	Rs 18,400 – Rs 22,400	5
Associate Professors	Rs 16,400 – Rs 20,000	8
Assistant Professors	Rs 12,000 – Rs 18,000	13
Research Engineers	Rs 8,000 – Rs 13,500	4
Total		30

#### Non-Faculty Positions

Deputy Registrar	Rs 12,000 – Rs 18,000	1
Assistant Registrar	Rs 8,000 – Rs 13,500	1
Finance Officer	Rs 12,000 – Rs 18,000	1
Assistant Finance Officer	Rs 8,000 – Rs 13,500	1
Deputy Accounts Assistant	Rs 4,000 – Rs 6,000	1
Senior Steno	Rs 5,000 – Rs 8,000	1
Caretaker	Rs 4,000 – Rs 6,000	1
Junior Steno	Rs 4,000 – Rs 6,000	2
UDC	Rs 4,000 – Rs 6,000	2
LDC	Rs 3,050 – Rs 4,500	4
Programmer	Rs 6,500 – Rs 10,500	1
Data Processing Assistant Grade 'A'	Rs 5,500 – Rs 9,000	2
Data Entry Operator Grade 'B'	Rs 4,500 – Rs 7,000	2
Sr Information Assistant	Rs 4,000 – Rs 6,000	1
Technical Assistant	Rs 4,000 – Rs 6,000	2
Lab Assistant	Rs 3,200 – Rs 4,900	4
Driver (LDC)	Rs 3,050 – Rs 4,500	2
Total		29

Annexure 2

**Current Status of Faculty Members at IIITDM Jabalpur**  
(October 7, 2008)

<b>PROFESSORS</b>			
<b>S No</b>	<b>Name</b>	<b>Professional Details</b>	<b>Areas of Interest &amp; Specialization</b>
1	Prof Sanjeev Bhargava	PhD from IIT Kanpur, working experience in Germany, formerly Professor, Dean of Students and Head of the Department at IIT Kanpur	Materials based Advanced Manufacturing Processes, Optimization of Processing Parameters in Powder based Manufacturing, Titanium Alloys, Superalloys, Intermetallics and other High Temperature Materials.
2	Prof Aparajita Ojha	PhD from RDVV Jabalpur, Former Professor at RDVV Jabalpur	Geometric Modeling, Computer Aided Geometric Design, Finite Elements, Spline Theory, Approximation Theory, Wavelet Analysis, Reconstruction of signals
3	Prof Amit Ray	PhD from University of Georgia, USA, Former Professor at IIT Kanpur	Art and Design, Environmental Ethics, Environmental Design, Design and Aesthetics, Product Design
4	Prof M Adhikari	Former Professor at RDVV Jabalpur	Modern British Fiction (WS Maugham and others) from the angle of post colonialism, Feminism, Eco-criticism, New Historicism
5	Prof RS Tomar*	PhD from IIT Kanpur, experience of > 20 years of working in Canada and US	Electro-magnetic Theory, Wireless Communication
<b>ASSOCIATE PROFESSORS</b>			
<b>S No</b>	<b>Name</b>	<b>Professional Details</b>	<b>Areas of Interest &amp; Specialization</b>
1	Dr Puneet Tandon	PhD from IIT Kanpur, formerly a faculty member at NIT Kurukshetra	Geometric Modeling for Design, Engineering & Manufacturing; Conceptual Design, Product Innovation, Design and Development; Mechatronics; Rapid Prototyping & Tooling, Reverse Engineering, NC programming; Tool Design etc.
2	Dr Tanuja Sheorey	PhD from IIT Kanpur, formerly a faculty member at Government Engineering College Jabalpur	Algorithm development and numerical analysis, Mathematical modeling of flow through porous media; Domain decomposition and Parallel computation, Exhaust emission control from automobiles.
3	Dr Vijay Kumar Gupta	PhD from IIT	Smart Structures, Machine Design,



		Bombay, formerly a faculty member at Kota Engineering College	Finite Element Methods
<b>ASSISTANT PROFESSORS</b>			
<b>S No</b>	<b>Name</b>	<b>Professional Details</b>	<b>Areas of Interest &amp; Specialization</b>
1	Dr Prittee Khanna	PhD from Kurukshetra University	Computer Graphics, Geometric Modeling, Computer Aided Design, Computational Geometry, Haptic Modeling, Biometrics, Data Structures, DBMS.
2	Dr Subir Singh Lamba	PhD from IIT Kanpur	Parallel Computing, Computational Fluid Dynamics, Hyperbolic IBVP, Spectral Methods.
3	Dr Mukesh Kumar Roy	PhD from IIT Kanpur	Formation and characterization of magnetic nano particles; magnetic multilayer; (iii) immiscible magnetic alloys, Low Cost Science Teaching Methodologies.
4	Dr Prabin Kumar Padhy	PhD from IIT Guwahati	Automatic Controller Tuning, Identification and Control of Processes.
5	Dr M Ravibabu	PhD from IIT Delhi	Material Analysis by Thermal Wave Imaging; Optical Techniques for Non-destructive Measurements; Ultrasonic Imaging; Radiography; Instrumentation for Non-destructive Measurements
6	Dr Chella S Sastry	PhD from IIT Kanpur, Post-Doctoral experience in Canada	Wavelets and Multiresolution Methods, Computerized Tomography in different Data Acquisition Geometries, Information Retrieval, Network Traffic Analysis for Anomaly Detection, Sparsity-Promoting Optimization Techniques, Feature Extraction from Large Image Databases.
7	Dr Bhupendra Gupta	PhD from IIT Kanpur	Random graphs and their applications, Stochastic process, Probability Theory.
8	Dr Sunil Agrawal	PhD from IIT Kanpur	Production and Operations Management, Probability and Statistics, Time series analysis, and Quality control.
<b>VISITING FACULTY</b>			
1	Mr Rajib Kumar Jha	PhD thesis being submitted at IIT	Image Processing, Computer Vision, Pattern Recognition, Signal

		Kharagpur	Processing and Non-linear systems, Stochastic Resonance.
2	Mr M Amarnath	PhD Thesis submitted at IIT Madras	Condition monitoring and fault detection in rotating machinery, Acoustics and vibration analysis, Non-destructive testing
3	Mr Manish K Shrivastava	PhD Thesis being submitted at IIT Bombay	Artificial Intelligence
4	Mr Hemanth Kumar*	PhD Thesis submitted at IIT Madras	Dynamics of moving machinery, Vibration analysis

**RESEARCH ENGINEERS**

1	Mr Awadhesh K Singh	Experience of working at IIT Kharagpur	Mechatronics, Design of MEMS Devices
2	Mr Sachin Kumar Jain	Experience of working with NTPC	Power Electronics
3	Mr KK Soundarpandian	Experience of working at IIT Kanpur	Electronics & Communication, Instrumentation, Embedded Programming, Mechatronics



Annexure 3

Non-Academic Ministerial / Technical Staff Positions Required in 2008-09

Sl No	Name of the Post	Posts sanctioned/ converted	Total No. of Posts required up to 2008-09	Additional Posts to be Sanctioned in 2008-09	Scale of Pay	Nature of Work and Justification of Post
<b>Group A Officers and other Ministerial Posts</b>						
1	Deputy Registrar	02	03	01	Rs 12000-18300	One for Academic Activities (teaching), One for Administrative and One for Finance & Accounts
2	Assistant Registrar	01	01	Nil	Rs 8000-13500	To discharge duties assigned by Dy. Registrar
3	Programmers	01	01	Nil	Rs 6500-10500	All computer programming related work included Hardware & Software management.
4	Jr Superintendent	01	01	Nil	Rs 5500-9000	To discharge duties assigned by Dy. Registrar/ Assistant Registrar/Superintendent
5	Senior Steno	01	01	Nil	Rs 5000-8000	Dictation/Drafting & other correspondence related work
6	Jr. Steno	01	01	Nil	Rs 4000-6000	
7	Security Officer	Nil	01	01	Rs 8000-13500	Posts have their evident scope of work on the campus related security majors
8	Superintendent	Nil	01	01	Rs 6500-10500	To discharge duties assigned by Dy. Registrar/ Assistant Registrar
9	Prof Assistant	Nil	01	01	Rs 5500-9000	All Library work
10	Jr Prof Assistant	Nil	01	01	Rs 4500-7000	
11	UDC	03	04	01	Rs 4500-7000	Ministerial Staff attached to different department for discharging day-to-day office work
12	LDC	06	07	01	Rs 3200-4900	

Contd...

Group A Officers and other Technical Posts						
Sl No	Name of Post	Post sanctioned/ converted	Total No. of Posts required up to 2008-09	Additional Posts to be Sanctioned in 2008-09	Scale of Pay	Nature of Work and Justification of Post
13	Assistant Executive Engineer	Nil	01	01	Rs 8000-13500	These posts are required to maintain the Civil, Electrical, Water Supply and maintenance work of all kinds for smooth running of the institute
14	Assistant Engineer	01	02	01	Rs 6,500-10500	
15	Junior Engineer	01	02	01	Rs 5500-9000	
16	Technical Assistants	04	07	03	Rs 5500-9000	Technical staff required to run and manage laboratories experiments and related duties
17	Lab Assistants	04	06	02	Rs 4500-7000	
18	Mechanic Grade-A	02	02	Nil	Rs 4500-7000	
19	Mechanic Grade-B	Nil	02	02	Rs 3200-4900	
20	Senior Information Assistant	01	01	Nil	Rs 4000-6000	
21	Data Entry Operator	Nil	01	01	Rs 4500-7000	For Secretarial work relating to the technical division and for maintaining, upkeeping and replacement /repairs of systems
<b>Total</b>			<b>47</b>	<b>18</b>		



BoG/2008-09: 02.03

Confirmation of the Minutes of the BoG/2008-09: 1<sup>st</sup>  
Meeting Held on July 07, 2008

The 1<sup>st</sup> Meeting of the Board of the year 2008-09 was held on July 07, 2008. However, since the Finance Committee meeting, prior to it Minutes of the 1<sup>st</sup> Meeting of the Board of Governors held on 07<sup>th</sup> July, 2008 were circulated to the members subsequent to the meeting under approval from the Chairman. No comments have been received yet. Minutes are again included herewith as **Annexure 4**. If there are no further comments from the members, Board is requested to confirm the minutes.

**MINUTES OF 2008-09 THE 1<sup>ST</sup> MEETING OF  
THE BOARD OF GOVERNORS  
HELD ON JULY 08, 2008 IN THE NID OFFICE,  
INDIA HABITAT CENTER NEW DELHI**

**Members Present:**

- |  |                  |
|--|------------------|
| 1. Prof Sanjeev Bhargava<br>Director<br>PDPM IIITDM Jabalpur   | Member           |
| 2. Prof HP Dixit<br>Director General<br>SGG&PA, Bhopal   | Member           |
| 3. Prof Manoj Harbola<br>Professor<br>IIT Kanpur   | Member           |
| 4. Prof Aparajita Ojha<br>Professor<br>PDPM IIIT DM Jabalpur   | Member           |
| 5. Mr Anurag Shrivastava<br>OSD, Department of IT<br>MP Government, Bhopal<br>Nominee of the MP Government | Member           |
| 6. Ms Alice Chaco<br>Under Secretary (Higher Education)<br>Nominee of the MHRD                             | Member           |
| 7. Shri Anup Shukla<br>Administrative Officer I<br>PDPM IIIT DM Jabalpur                                   | Acting Secretary |
| 8. Shri Raghunath Bhattacharya<br>Administrative Officer II  | Special Invitee  |
| 8. Shri TS Anand<br>AE PDPM IIIT DM  | Special Invitee  |

**Leave of Absence:**

Prof Sanjay G Dhande, Prof Rajeev Sangal, Prof Dariel A Koshi, Mr Manoj Gaur, Mr Pawan Goenka, Mr Fakharuddin, Mr DS Mathur

1. The Director explained the circumstances for the delay in convening its meeting after a long gap of more than seven months. At this juncture, the Board of Governors expressed its gratitude to its first Chairman, Shri Sudeep Banerjee, and other members and resolved that the services rendered by Shri Sudeep Banerjee towards the development of the Institute, as its founder Chairman, shall always be a source of inspiration for the Institute and shall be remembered for years to come.
2. The Director informed the members that the newly nominated Chairman of the Board, Shri AK Singh, had not taken the charge due to the delay in completing the required administrative procedures. However, convening of the meeting of the Board could not be delayed any further because the Institute's accounts for the year 2007-08 had to be



audited. For the purpose of sending them to the AG (MP) Gwalior, Annual Accounts 2007-08 had to be adopted by the Board. The Director also informed the members that the Ministry of HRD was constantly informed and the current meeting had been convened after taking their advice.

3. It was pointed out that the Board, in the absence of its Chairman, had to choose a member to chair the meeting of the Board. Prof Manoj Harbola proposed that, in view of similar precedents regarding the Board of Governors of IITs, the Board resolves that during the absence of the Chairman of the Board of Governors, the Director of the Institute would preside over its meetings. The proposal was accepted by the members.
4. Since the Finance Committee meeting could not be convened due to the lack of quorum, and the Board meeting was convened mainly to adopt the Annual Accounts – 2007-08, it was decided to go through the agenda and discuss the same. It was also decided that the Institute would convene the meeting of the Finance Committee shortly. In case the Finance Committee recommends the adoption of Annual Accounts – 2007-08, the meeting of the Board would not be convened again and the same would be adopted by circulation. In case the Finance Committee recommends the adoption of the Annual Accounts, the Director was authorized to formally write to the AG (MP) Gwalior for the purpose of auditing of Institute's accounts.

With these observations, the meeting of the Board began formally.

#### **BoG/2008-09: 01.01 Overview Report of the Director**

##### **A. ACADEMICS**

- **Strength of Faculty Members in the Institute:**

The Board took note of the present strength of the faculty members and those who had been recently selected in the previous round of the Selection Committee. Members expressed happiness on the academic background, quality and research potential of the selected candidates. In spite of these favourable developments, the issue of the difficulties faced by the Institute in attracting suitable faculty members specifically with the specialization in Computer science & Engineering and Electronics & Communication Engineering was brought to light by the Director. Members took a note of the problem and urged the Institute to take appropriate steps in this regard.

##### **B. STUDENTS RELATED ACTIVITIES**

- **Student Feedback Survey:**

The Board expressed satisfaction on the fact that the Students Reaction Survey on the performance of the faculty members was regularly done by the Institute in every semester and took note of the same.

- **Projects Undertaken :**

The Committee expressed happiness on sponsored research projects being undertaken by the Institute's faculty and students.

##### **C. Progress on the Indo-Japanese Cooperation:**

The Board noted the contents presented in the Director's Overview Report. The Board also expressed the satisfaction on the fact that (a) as per requirements of the Indo-Japanese Cooperation, five faculty members of the Institute namely, Dr Puneet Tandon, Dr Tanuja Sheorey, Dr Vijay K Gupta, Dr Prittee Khanna and Dr Mukesh K Roy had visited



various universities/ institutes and industries in Japan during December 2007 for whom the travel cost was borne by the Institute and the hospitality and travel in Japan was borne by the Japanese side, (b) five undergraduate students of the Institute had visited Japanese industries and universities in the month of May 2008 and (c) the two delegations from Japan, comprising of four Japanese experts in each delegation had visited the Institute in Semester II, 2007-08 to give lectures in different undergraduate and postgraduate courses of the Institute. The Board also appreciated the progress made on the intellectual exchange programme through these visits.

**BoG/2008-09: 1.02      Confirmation of Minutes of the 2007-08/ 3<sup>rd</sup> Meeting of the Board held on November 20, 2007**

The Minutes of the meeting had already been circulated and no comments had been received. The Minutes were confirmed without any amendments.

**BoG/2008-09: 01.03      Recommendations of the Finance Committee of the Meeting held on November 20, 2007**

Since the meeting of the Finance Committee could not be held immediately before the Board Meeting on the same day due to the lack of quorum, the Board discussed the Agenda Items in its own meeting. The following summarizes the deliberations of the Board:

**The Audit Report 2006-07 from AG(MP) Gwalior:**

The Board discussed the Audit Report 2006-07 from AG(MP) Gwalior and, subject to the condition that the same is recommended by the Finance Committee, accepted it.

**Consideration of Annual Accounts: 2007-08:**

The Board discussed the Annual Accounts 2007-08, as prepared by the Institute and, subject to the condition that the same is recommended by the Finance Committee, accepted them.

**Budget Estimates of 2008-09:**

The Board discussed the Budget Estimates – 2008-09, as prepared by the Institute and, subject to the condition that the same is recommended by the Finance Committee, accepted them.

**Positions of Non-Academic Staff Requirement in next five years:**

After presenting the rationale behind the requirement of the non-academic staff needed by the Institute, as presented in the Agenda, the Director explained the following features of the Institute to the Board:

- a) Unlike other IITs at Allahabad and Gwalior, which have only computer science/IT and/or electronics related disciplines as part of their curriculum, IIT Jabalpur, being an Institute with an emphasis on Design & Manufacturing, has also Mechanical Engineering as one of its undergraduate as well as postgraduate disciplines. This fact changes the entire nature of the laboratories which are needed in the Institute. Thus, besides the labs of Computer Science/IT and Electronics, the labs of Physics, Materials Science, Ergonomics, Mechanical Workshop and Advanced Manufacturing Processes also need to be set up. Obviously, the setting up and running of these laboratories require the hiring of persons with specialized skills and can not be run by the outsourcing method.



- b) As per its Detailed Project Report (DPR), the mandate of the Institute is to provide an atmosphere based on "Project Based Learning" and therefore an emphasis is to be laid on "Hands-on Training" to students. The collaboration of the Institute with Japan increases the importance further in these regards. The unique UG curriculum of the Institute, which has also been vetted by the Japanese experts, lays emphasis on extensive laboratory work by students as part of the curriculum. The dilution of the requirements of laboratories and therefore the technical staff needed to run them will change the very focus of the Institute.
- c) The Institute does believe in the philosophy of keeping a bare minimum staff to run its activities and wishes to exploit the technology to perform its various functions in a more efficient manner. The requirement of the ministerial staff, which is given in the proposal is thus far lower than that in IITs and also other IIITs. In fact, it can be seen that the ratio of ministerial: technical non-academic staff is much lower than that existing in IITs in spite of many of the staff having retired in the recent past.

The Director also pointed out that, during the current phase of the Institute, it was also very important that the right kind of senior administrative persons were employed. He informed the Board that the two officers, namely the Finance Officer and the Deputy Registrar, who were given the appointment during the last year, could not cope up with the pressure of the administrative work needed in a nascent academic institute and had therefore left after tendering their resignations. The Board took note of such developments and suggested that the *essential* and the *desirable* requirements proposed by the UGC carefully followed before selecting the senior administrative personnel.

While the requirements of the non-academic staff were being discussed, the nominee of the MHRD pointed out that in contrast to the norms proposed earlier, the recent circular of the Ministry of Finance had informed that students: faculty and faculty: non-academic staff ratios were to be kept as 12:1 and 1:1.1 respectively.

After a considerable discussion, the Board accepted the number of positions of the non-academic staff as proposed by the Institute and suggested that the Institute may also put up its case to the Ministry of Finance, through MHRD, if felt desirable.

#### **Leased Accommodation Scheme of the Institute:**

The Board discussed the proposal of the Leased Accommodation Scheme, as prepared by the Institute and, subject to the condition that the same is recommended by the Finance Committee, accepted it.

#### **TA/DA to Post Graduate & Research Students for attending National/International Conferences**

The Board discussed the proposal of giving the TA/DA to Post Graduate & Research Students for attending National/International Conferences, as prepared by the Institute and, subject to the condition that the same is recommended by the Finance Committee, accepted it.

**BoG/2008-09:01.04**

#### **Approval to start the M Des Programme in the Institute as Recommended by the Senate**

The Board expressed its happiness on the fact that the Institute's Senate had cleared the starting of the M Des programme at the Institute with effect from July-August 2008 and gave its approval for the same.



BoG/2008-09: 01.05

**Approval of Recommendations of the Selection Committee for the Faculty Positions**

The Board approved the recommendations of the Selection Committee for the faculty positions.

BoG/2008-09: 1.06

**Any other Item with the Permission of the Chair**

The Board was apprised in contrast to other IIITs, namely at Gwalior and Allahabad, the emphasis of IIITDM Jabalpur was not only on IT but also on Design and Manufacturing. Due to these reasons the character of IIITDM Jabalpur is different than other IIITs. The Institute therefore felt the need to fill some of its non-academic staff positions with different designations than those which were given in the initial sanction letter. The Board was requested to approve the conversion of the posts in the same pay scales as given below:

S No	Name of the Post (Sanctioned)	Pay Scale (in Rs.)	Name of the Post (Suggested)
1	Finance Officer	12000-18000	Deputy Registrar
2	Assistant Finance officer	8000-13500	Assistant Executive Engineer
3	Data Processing Assistant (Grade A) (Two posts)	5500- 9000	Junior Engineer /Junior Superintendent
4	Data Processing Assistant (Grade B) [Two posts]	4500 - 7000	Mechanic Grade A [Two Posts]
5	Deputy Accounts Assistant	4000- 6000	Upper Divisional Clerk
6	Junior Steno	4000 - 6000	Technical Assistant
7	Caretaker	4000 - 6000	Technical Assistant
8	Drivers [Two posts]	3050 – 4050	LDC [Two posts]

After a brief discussion, the Board approved the conversion of the existing posts as given in the above Table.

With no other items for discussion, the meeting ended with a vote of thanks to the Chair.

Approved

Sd/-

S Bhargava  
(Director & Acting Chairman)



BoG/2008-09: 02.04

Concept Plans of the Academic and Hostel Zones

It is to be recalled that in the 2006/ 1<sup>st</sup> meeting of the B&WC held on July 14, 2006, the Committee had expressed its pleasure on allocation and orientation of various zones of the concept Master Plan submitted by M/s Kanvinde Rai & Chowdhury. However, it had emphasized that further discussions regarding details of various zones would be required before finalizing the same. With above observations, the Committee had recommended the concept Master Plan to the Board. Subsequently, the concept Master Plan was presented by Mr Sanjay Kanvinde to the Board in the 2006-07/ 2<sup>nd</sup> meeting held on August 5, 2006.

After a considerable discussion on the same the Board accepted the overall zoning as proposed in the concept Master Plan but directed the Institute that further detailing of the same be done. After the empanelment of the architects, the Campus Advisory Committee decided that the concept plans of (i) the Academic Zone and (ii) the Hostel Zone be prepared by M/s Architects Atelier, Chandigarh and M/s Datta & Datta Associates, Ahmedabad respectively.

Concept Plans of (a) the Academic Zone and (b) the Hostel Zone, submitted by M/s Architects Atelier, Chandigarh and M/s Datta & Datta Associates, Ahmedabad, as discussed and recommended by the Campus Advisory Committee are placed as **Annexure 5 & 6** at p- 21 & p- 22 respectively. These plans were discussed by the Buildings & Works Committee in its meeting held on October 13, 2008. The B&WC also recommended the same to the Board for their approval.

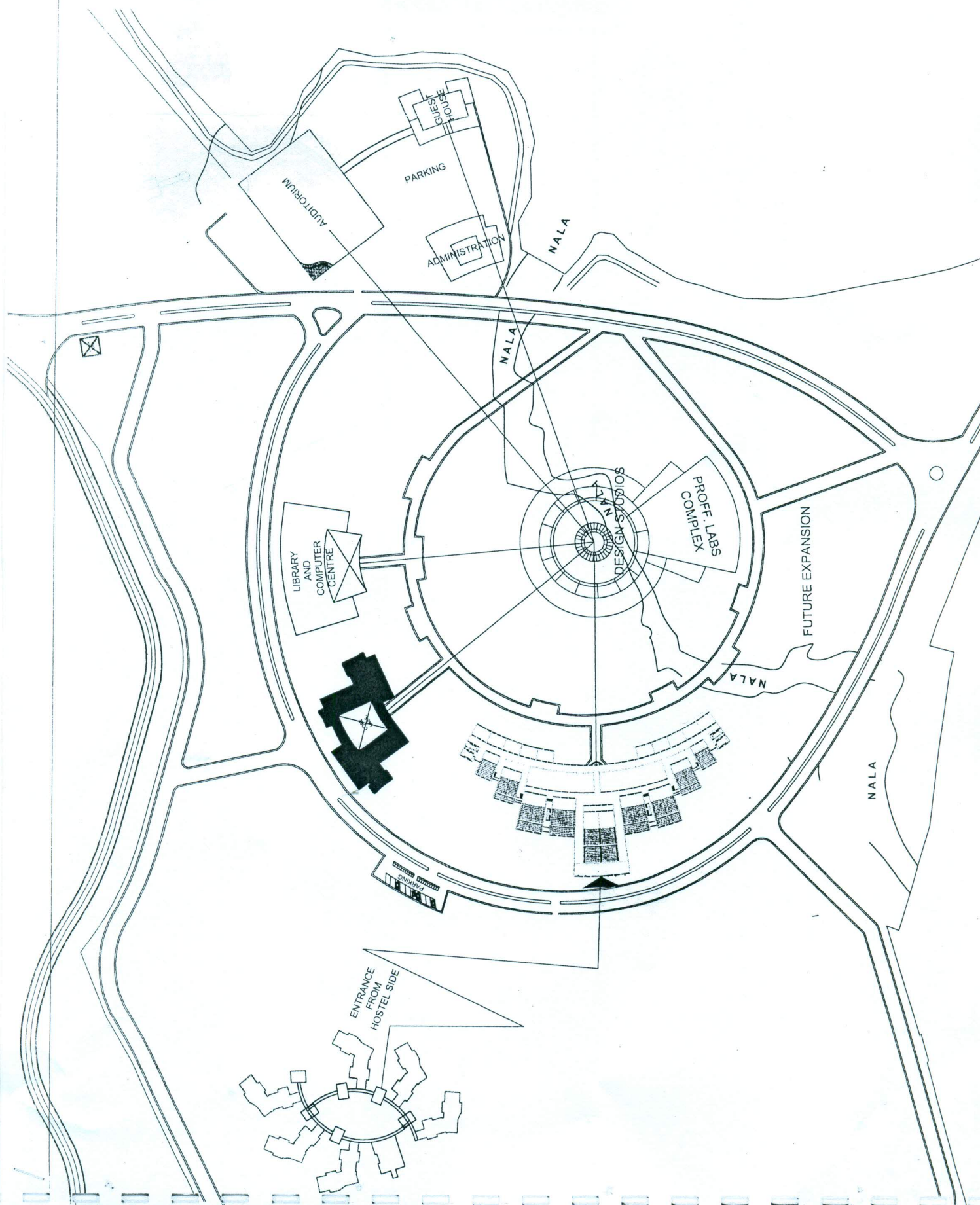
The Board is requested to consider and approve the same.

INDEX

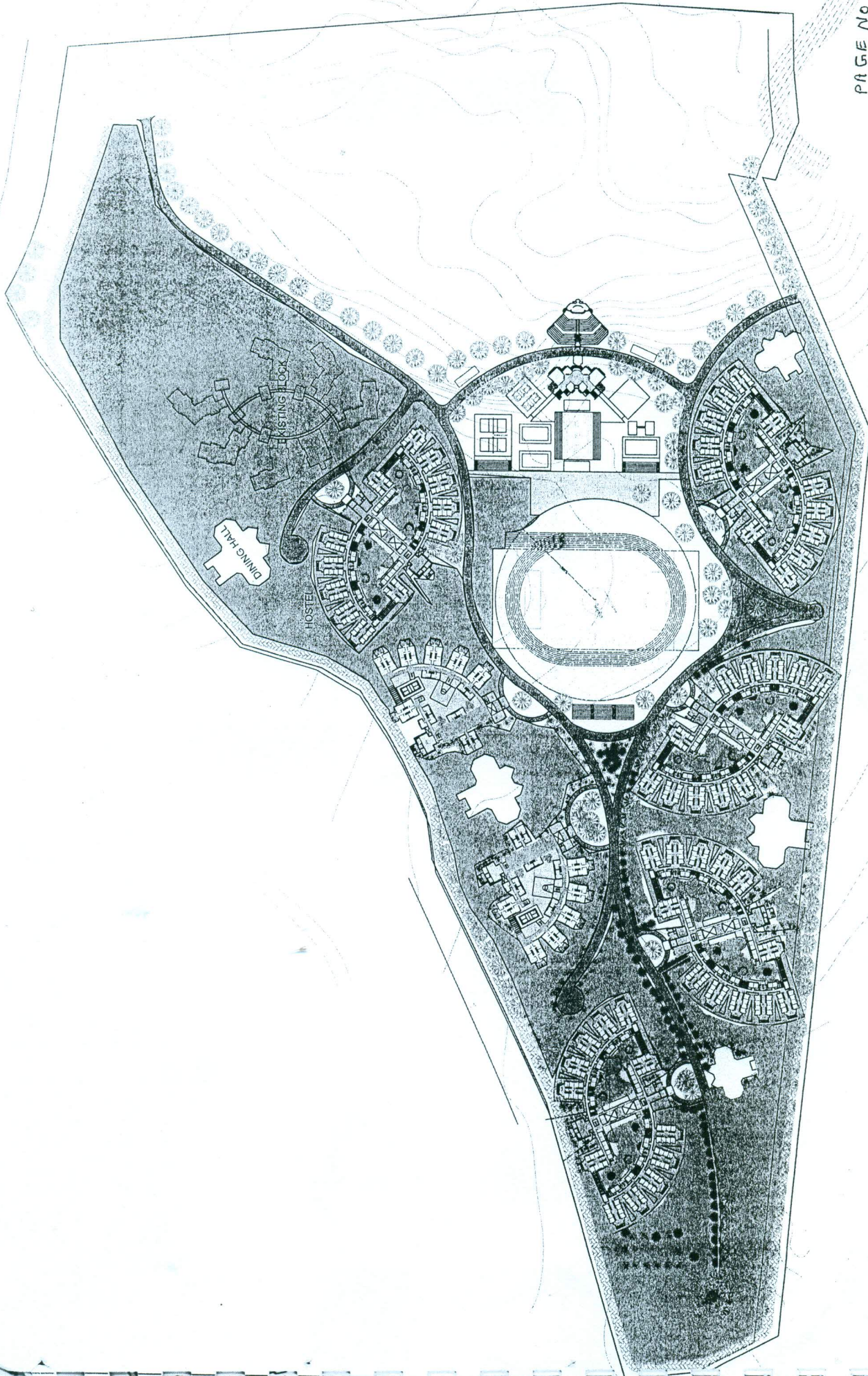
NO.	DESCRIPTION	SYMBOL
1.	Building	[Solid black shape]
2.	Open Space	[White space]
3.	Path	[Thin line]
4.	Water Body	[Wavy line]
5.	Boundary	[Thick line]
6.	Gate	[Two short parallel lines]
7.	Staircase	[Two parallel lines with arrows]
8.	Drainage	[Line with cross-ticks]
9.	Lighting	[Circle with cross]
10.	Planting	[Circle with dots]
11.	Vehicle	[Car symbol]
12.	Person	[Stick figure]

NOTE

IIIT JABALPUR







PAGE No 22

DATTA AND DATTA ASSOCIATES  
ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS  
101 SNEHSHILP, 66 SWASTIK SOCIETY, WARRANGPUR, AHMEDABAD - 380009  
PHONE - (079) 26407248, 26462518 TELE FAX - (079) 2640 12 42.  
E-mail : datta\_datta@hotmail.com, ddaarchitect@gmail.com

SCALE : 1:2000  
DATE : 10/08/2008  
DEALT :  
CHKD :  
FILE NO :

PROJECT :  
INDIAN INSTITUTE OF  
INFORMATION TECHNOLOGY  
AT JABALPUR

TITLE :  
SITE PLAN  
ALT-2

TYPE	DATE	PARTICULAR	CHKD.
		R E V I S I O N S	



BoG/2008-09: 02.05

Recommendation of the 2008/2<sup>nd</sup> Meeting of the Finance  
Committee held on November 07, 2008

BoG/2008-09: 02.05.01:

To Consider and Approve Revised Budget Estimates for 2008-  
09 and Budget Estimates of 2009-10

Revised Budget Estimates for 2008-09 and Budget Estimates as put up before the Finance Committee are given in **Annexure 7**. Recommendation of the Finance Committee shall be put up in the meeting itself.



Annexure 7

**PDPM INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, JABALPUR**  
**Statement of Head Wise Expenditures (Plan)**

A. Recurring		Account Head	Expenditure as on 19-10-2008	Budget Estimate 2008-09	Revised Budget 2008-2009	Budget Estimates 2009-2010
Sl No.						
a. Salary Component						
1	Pay & Allowances		68.33	246.00	190.00	240.00
a	Salary& Wages -Contractual Employees		24.43	240.00	190.00	240.00
b.	Salary & Wages -Regular Employees		43.08			
c	Leave Salary contribution			1.00		
d	Medical Aid & Staff Welfare		0.82	5.00		
b. Non Salary Component						
2	Student Scholarship		2.76	25.00	8.00	25.00
3	Administrative Expenses		36.97	154.75	100.60	156.00
a	Office / Miscellaneous Expenses		1.54	10.00	4.00	8.00
b	Postage Telephone & Communication Charges		5.18	15.00	12.00	15.00
c	Printing & Stationary		1.22	10.00	5.00	10.00
d	Advertisement & Publicity		7.72	30.00	*20.00	30.00
e	Rent Rate & Taxes		2.16	8.00	5.00	6.00
f	Repair & Maintenance		0.68	10.00	3.00	8.00
g	Travelling & Conveyance		9.72	30.00	18.00	30.00
h	Honorarium		2.31	15.00	10.00	15.00
i	Hospitality Expenses		0.43	6.00	4.00	5.00
j	Insurance and Bank Charges		0.17	1.00	0.50	1.00
k	Book Grant to Faculties		0.04	4.00	3.00	4.00
l	News Paper & Periodicals		0.15	0.75	0.10	0.75
m	Consumables		1.01	6.00	3.00	8.00
n	Work Shop/ Seminar Expenses		1.14	6.00	6.00	6.00
o	Professional Charges		1.50	3.00	3.00	3.25
p	Membership Charges		2.00		4.00	6.00

Sl No.	Account Head	Expenditure as on 19-10-2008	Budget Estimate 2008-09	Revised Budget 2008-2009	Budget Estimates 2009-2010
4	Departmental Operating Expenses	1.58	5.00	4.00	6.00
5	Library Services		85.00*		
6	Computer Consumables	0.20	5.00	2.00	5.00
7	Student Support Services	0.10	10.00	2.00	10.00
8	Hiring of Hostel/ Hall Subsidy	6.54	25.00	15.00	15.00
9	Transport Facility	2.57	15.00	8.00	15.00
10	Health Facility (Students)	0.49	2.00	2.00	2.00
11	Water & ElectricityCharges	7.52	25.00	25.00	30.00
12	House Keeping & Maintenance	5.99	20.00	20.00	35.00
	<b>Total (Recurring)</b>	<b>133.05</b>	<b>617.75</b>	<b>376.60</b>	<b>539.00</b>

\* Budget amount shifted from recurring (Library Services) to non-recurring (Fixed Asset)



**B. Non Recurring**

Sl. No.	Particulars	Expenditure as on 19-10-2008	Budget Estimate 2008-09		Revised Budget 2008-09		Budget Estimate 2009-10	
			On-going Work	New Construction	On-going Work	New Construction	On-going Work	New Construction
Construction, Renovation and Development works of the Institute								
A	Present Campus							
	Addition/Alteration & Renovation works (Civil + Electrical Works)	1.27	1.00		1.50	0.00		
B	New Campus							
1	Students Hostels	445.06	779.40	500.00	779.40	330.00	1600.00	
1.1	Hall of Residence 1 (SH: Civil & Electrical )	445.06	779.40					
1.2	Triple Seated Hall of Residence 1 (TSH1) (SH: Civil & Electrical )			400.00		320.00	1230.00	
1.3	Girls Hostel Phase 1			100.00		10.00	370.00	
2.0	Core/ Research/ Design Studio (Labs of Electronics, Computer Science, Mechanical Engineering)	219.76	367.52	25.35	347.52	43.35		250.00
2.1	Core Lab Complex (SH: Civil & Electrical)	219.76	367.52		347.52			
2.2	Core Lab Complex (SH: Low Side of HVAC)			25.35		25.35		
2.3	Workshop					18.00		
2.4	Design Studio ( Phase I)							250.00

Sl. No.	Particulars	Expenditure as on 19-10-2008	Budget Estimate 2008-09		Revised Budget 2008-09		Budget Estimate 2009-10	
			On-going Work	New Construction	On-going Work	New Construction	On-going Work	New Construction
3.0	Lecture Hall & Tutorial Complex			350.00		300.00	1500.00	360.00
3.1	LH & TC (SH: Civil & Electrical)							
3.2	LH & TC (SH: Low side of HVAC)							360.00
4.0	Service Block	11.00	17.00					
5.0	Library & Computer Center		25.00					25.00
6.0	Mess & Dining Hall 1			250.00		100.00	150.00	
7.0	Students Activity Center			100.00		100.00	250.00	
8.0	Convocation & Convention Hall			200.00		75.00	350.00	120.00
8.1	C & CH (SH: Civil & Electrical)			200.00		75.00	350.00	
8.2	C & CH (SH: Low side of HVAC)							120.00
9.0	Security Barrack 1			25.00		25.00		
10.0	Site Development Works	27.75	147.00	285.00	81.00	253.00	270.00	0.00
10.1	Over-head/Under-ground water tank			25.00		10.00	15.00	
10.2	External Water Supply (Phase - I)			50.00		20.00	30.00	
10.3	Electrical Sub-Station 1 (33KVA)			70.00		70.00	90.00	
10.4	External Electrification		45.00		45.00		60.00	
10.5	Sewage Treatment Plant & External Sewage Line	11.00		70.00		70.00		
10.6	Roads, Landscaping & Storm Water Drainage		80.00		30.00		50.00	
10.7	Playground, Courts			10.00		10.00	5.00	
10.8	Electrical Connection & HT line	16.00		50.00		63.00		
10.9	Land Contouring	0.75	1.00		1.00			
10.10	Main Gate Complex & Remaining work of Boundary Wall		21.00	10.00	5.00	10.00	20.00	



Sl. No.	Particulars	Expenditure as on 19-10-2008	Budget Estimate 2008-09		Revised Budget 2008-09		Budget Estimate 2009-10	
			On-going Work	New Construction	On-going Work	New Construction	On-going Work	New Construction
11	Library Books & Journals	7.54	100.00		100.00		100.00	
12.0	Equipment & Furniture including Office Equipments, Lab Equipments, computers & Custom/freight Charges	131.00	400.00	0.00	600.00	0.00	400.00	0.00
12.1	Lab Equipment	110.00	300.00		500.00		300.00	
12.2	Furniture	21.00	100.00		100.00		100.00	
12.3	Computers	16.47	150.00		150.00		180.00	
a	Computer Peripherals	6.00	100.00		100.00		120.00	
b	Computer Software	10.47	50.00		50.00		60.00	
13.0	Furniture & Fixture of Hall 1, Lecture Hall and Classroom Complex (Phase -I), Core Lab Complex, Dinning Hall, Equipments (Kitchen & Cleaning etc.)		50.00		20.00	50.00	50.00	
14.0	Vehicle	0.00	5.00					5.00
Total		859.85	2041.92	1735.35	2079.42	1276.35	4850.00	755.00



**BoG/2008-09: 02.05.02: To Consider and Approve Preliminary Estimates for the Construction of Triple Seated Hall of Residence (TSH) of Seating Capacity of 498 Students**

[Item No 05 of B&WC/2008-09: 1<sup>st</sup> Meeting of the B&WC Meeting held on 13/10/08 & Item No 4 of FC/2008-09: 2<sup>nd</sup> Meeting of the Finance Committee]

The proposal submitted to the Finance Committee to be discussed in its meeting to be held immediately before the Board Meeting is given below:

Several surveys done in the US as well as in India indicate that triple-seated accommodation to 1<sup>st</sup> year undergraduate students perhaps gives the most optimal solution from the point of view of (i) using lesser foot print in constructing the hostel, (ii) reducing the cost of construction/student, (iii) giving better opportunities to students to adapt and adjust with the living conditions in a new place etc. In view of such findings, the Campus Advisory Committee decided to construct triple-seated accommodation for 1<sup>st</sup> and 2<sup>nd</sup> year students of the Institute. It was also decided that senior undergraduate students, i.e. students of 3<sup>rd</sup> year and, 4<sup>th</sup> year, as well as postgraduate students, on the other hand, should be provided with the single-seated hostel accommodation. It was also decided that each Hall of Residence should have a Canteen. Messes and Dining Halls should be combined for more than one hostels and their running should be out-sourced without giving any food subsidy to students.

The architects were therefore asked to give the design of the first triple-seated Hall of Residence (TSH1). The designs submitted by the architects were critically examined by the Campus Advisory Committee and several revisions to the initially proposed designs were made by the architects.

Based on the designs cleared by the Campus Advisory Committee [**Annexure 8**], the architects were asked to prepare the Preliminary Estimates of TSH1 as per CPWD DPAR 2007. These estimates amount to Rs 1690 lacs. The following Table 1 summarizes some of the key features of the design of TSH1 are given in Table 1 at p-30.

The Preliminary Estimates for the construction of triple-seated Hall of Residence I (TSH1) having seating capacity of 498 students, prepared on the CPWD DPAR 2007 rates, were discussed by the **Buildings & Works Committee** in its meeting held on October 13, 2008. It was noted that the above cost of the building did not include provisions for the site development, internal roads and paths, horticulture operations and furniture and will be obtained separately.

After considering and discussing the Preliminary Estimates of Triple Seated Hall of Residence (TSH1) at PDPM IIITDM Jabalpur, the B&WC recommended it to the Finance Committee to consider the same and recommend it to the Board of Governors for the Administrative Approval and Expenditure Sanction amounting to Rs 1690 lacs.

The **Finance Committee** is requested to recommend to the **Board of Governors** to consider the Preliminary Estimates of the first triple-seated Hall of Residence (TSH1), amounting to Rs 1690 lacs, and accord the Administrative Approval and Expenditure Sanction for its construction.

Recommendation of the Finance Committee shall be placed before the Board in the meeting itself



**Table 1: Some Key Features of TSH1**

1	The structure of the building	Ground + 3 Floors
2	Total number of triple-seated rooms	166 + 2
3	Total capacity of students	498 + 6
4	Number of students per toilet/bathroom	7-8
5	Common Areas	Office, Wardens Room, Meeting Room, TV Room, Reading Room, TT Room, 4 Stores, 2 Guest Rooms, Hobby Club Room, Canteen, Cycle Parking Space
6	Total Plinth Area	11897.68 sqm
7	Plinth Area/Student	23.6 sqm
8	Plinth Area/Student in Hall of Residence I	28.6 sqm
8	Cost of civil construction including internal electrical works as per PE/sqm	~ Rs 13,080/- sqm
9	Cost of construction including architects fee, labour cess, contingencies, project management cost as per PE/sqm	~ Rs 14,200/- sqm

1

# AREA CALCULATION

GROUND FLOOR AREA = 2496.44 SMT  
H.P (Periferial)

$$(A) 76.70 / 2 = 38.35 \times 5 = 191.75 \text{ SMT}$$

H.P (Centre Portion)

$$(B) 196.53 / 2 = 98.26 \text{ SMT}$$

$$(B1) 176.39 / 2 = 88.19 \text{ SMT}$$

FIRST FLOOR AREA = 2995.14 SMT

$$(A) 76.70 / 2 = 38.35 \times 2 = 76.70 \text{ SMT}$$

SECOND FLOOR AREA = 2918.12 SMT

THIRD FLOOR AREA = 2831.24 SMT

STAIR & O.H. TANK = 201.84 SMT  
(25.23 X 8)

TOTAL = 11897.68 SMT

O.H. TANK AREA = 25.23 X 4 = 100.92 SMT

GROUND FLOOR 2496.44 SMT  
FIRST FLOOR 2995.14 SMT  
SECOND FLOOR 2918.12 SMT  
THIRD FLOOR 2831.24 SMT

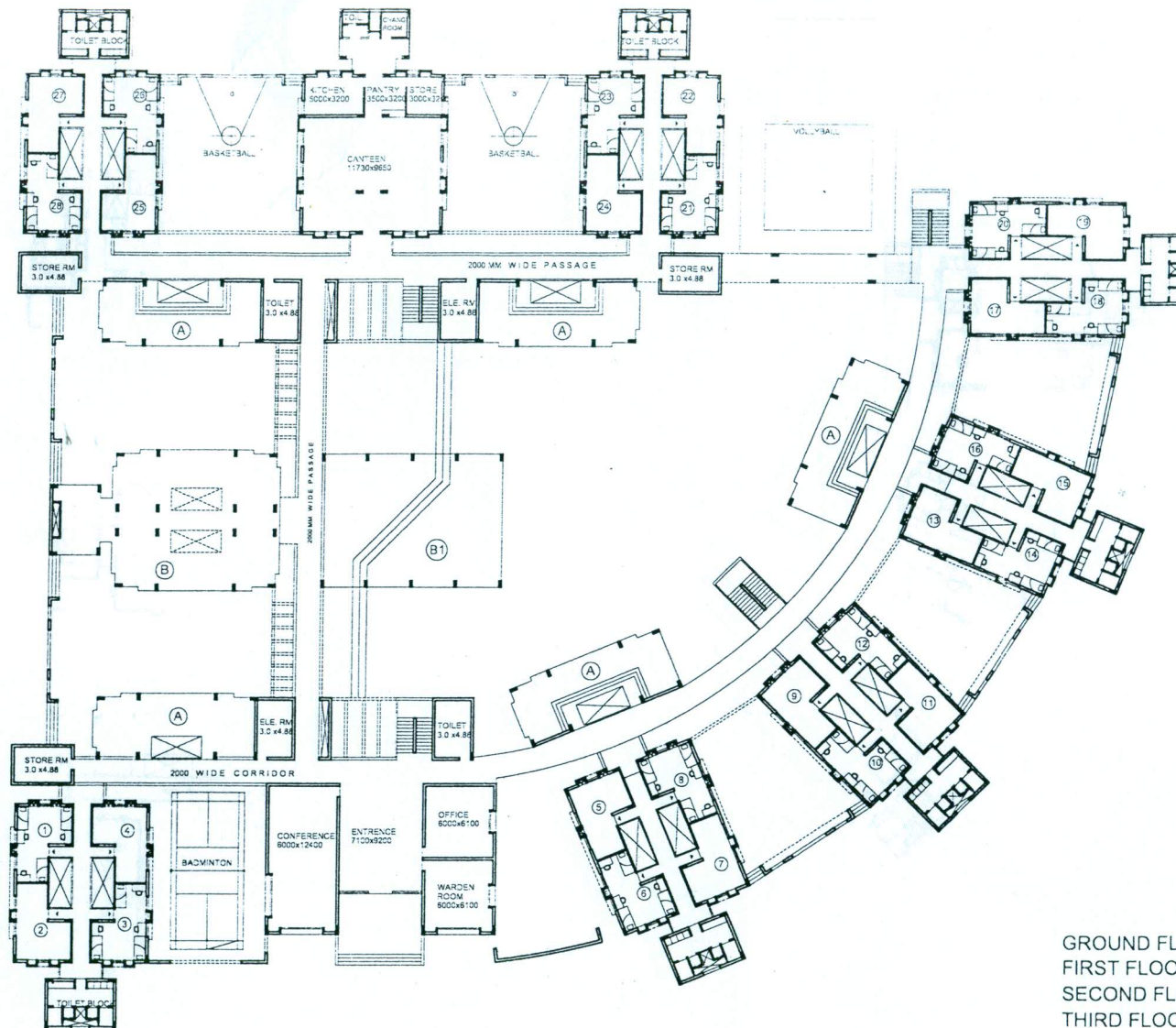
TOTAL 11240.94 SMT

PER HOSTLER BUILT UP AREA

$$11240.94 \text{ SMT} + 498 \text{ HOSTLER} = 22.57 \text{ SMT}$$

$$\text{UNIT CARPET AREA} = 24.22 \text{ SQMTRS.}$$

$$\text{PER HOSTLER CARPET AREA} = 24.22 + 3 = 8.073 \text{ SMT}$$



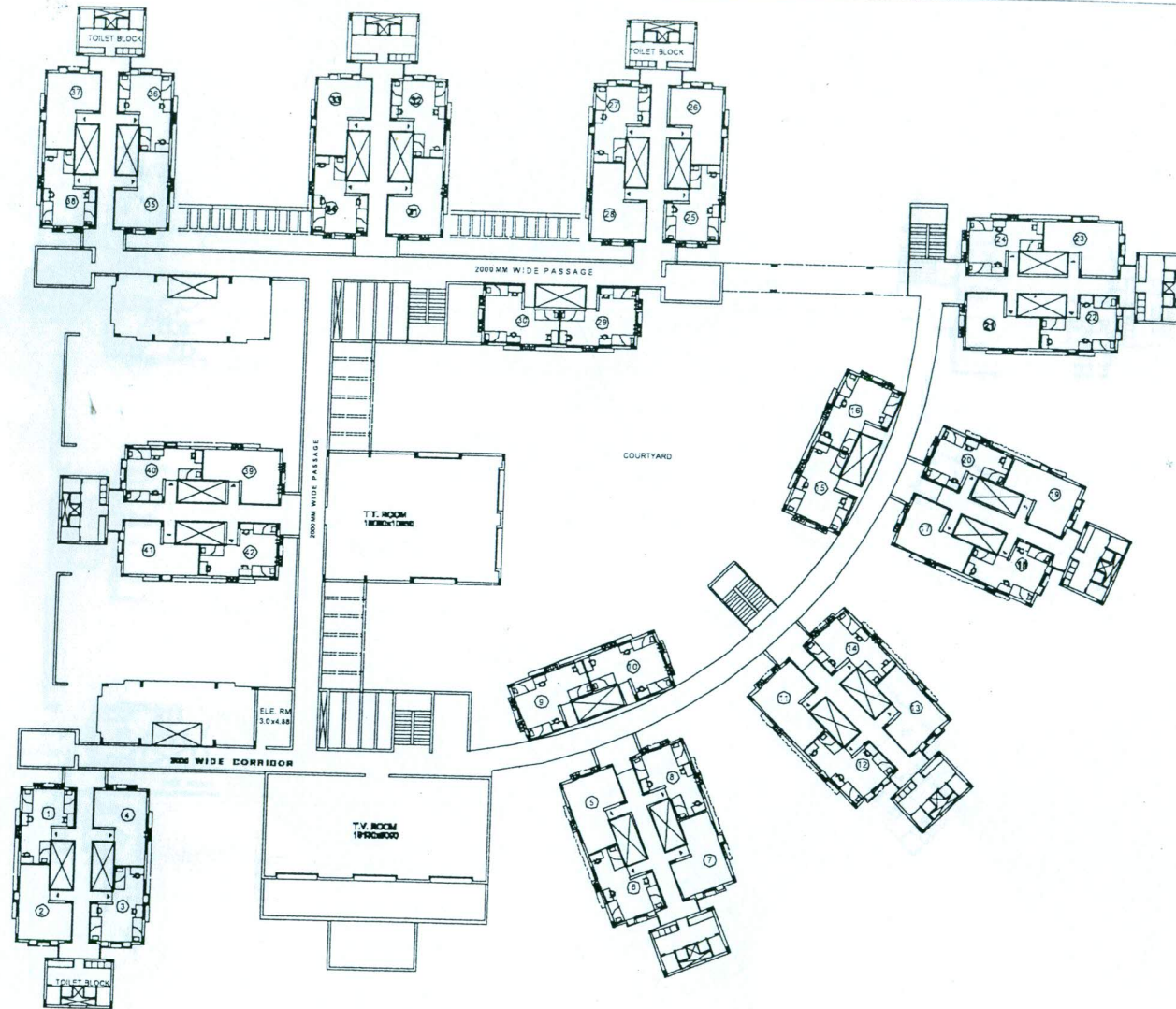
GROUND FLOOR 32 NOS  
FIRST FLOOR 42 NOS  
SECOND FLOOR 46 NOS  
THIRD FLOOR 46 NOS  
TOTAL 166 NOS

BUILT UP AREA = 2496.44 SQMTRS.

				TITLE :	PROJECT :	SCALE :	DRG. NO	NORTH	DATTA AND DATTA ASSOCIATES	
				GROUND FLOOR	INDIAN INSTITUTE OF	DATE :	W-02		ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS	
				CLUSTER PLAN	INFORMATION TECHNOLOGY	25/08/2008				
				3 SEATER	AT JABALPUR	DEALT :				
						CHKD :				
						FILE NO :				
TYPE	DATE	PARTICULAR	CHKD.							
R E V I S I O N S										

10' SNE-SHIP, 66 SWASTIK SOCIETY, NAVRANGPURA, A-VEDA3AD - 360005  
PHONE - (079) 26407248, 26462518 TELE FAX - (079) 2640 12 42  
E-mail : datta\_datta@hotmail.com, ddaarchitects@gmail.com





BUILT UP AREA = 2995.14 SQMTS.

TYPE	DATE	PARTICULAR	CHKD.
R E V I S I O N S			

TITLE :

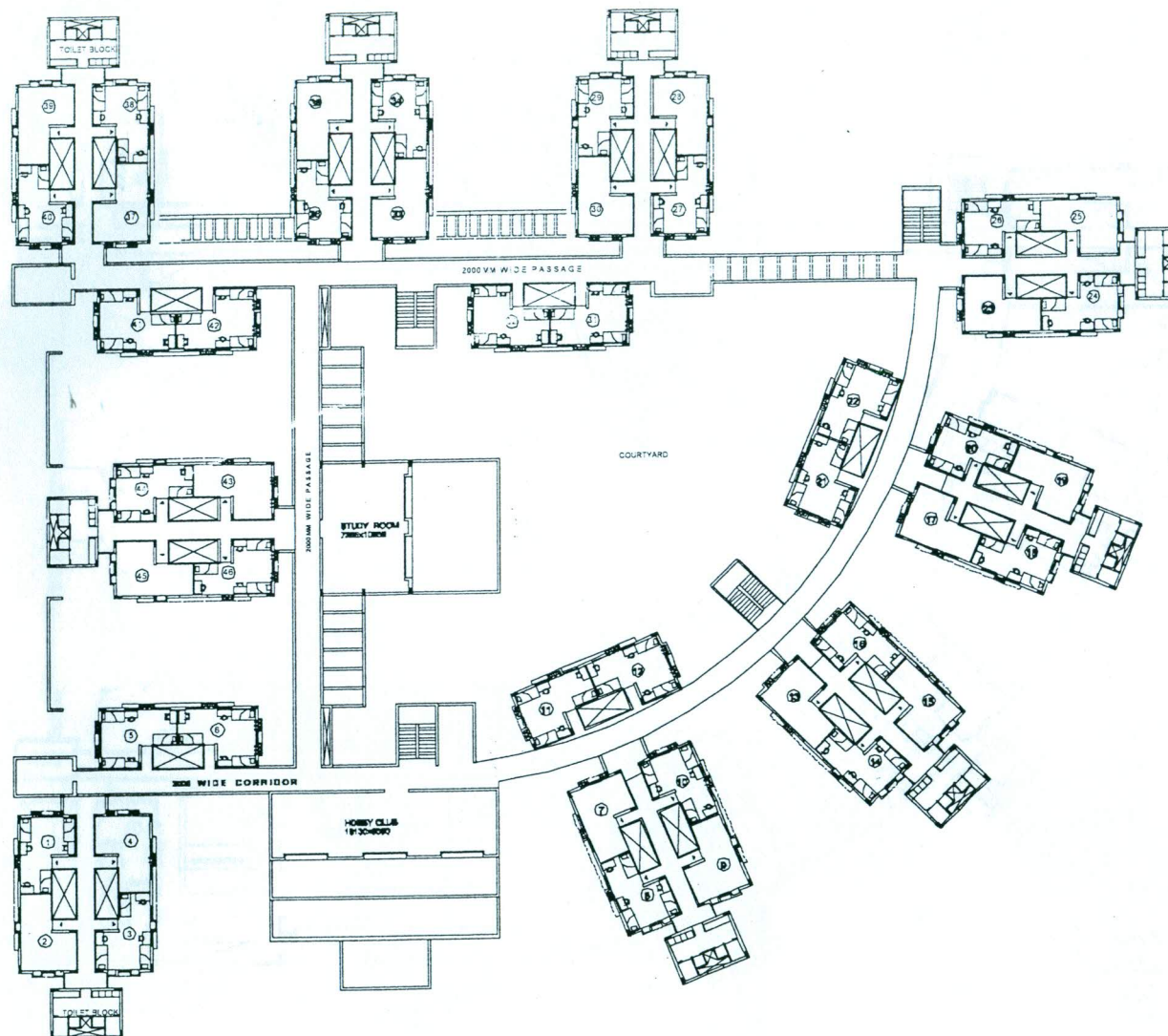
FIRST FLOOR  
CLUSTER PLAN  
3 SEATER

INDIAN INSTITUTE OF  
INFORMATION TECHNOLOGY  
AT JABALPUR

SCALE :	1:400	DRG. NO.	NORTH
DATE :	25/06/2008	W-03	
DEALT :			
FILE NO :			

DATTA AND DATTA ASSOCIATES  
ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS

101 SHREEHILL, 10 SHREEHILL SOCIETY, NAVRANGPURA, AHMEDABAD - 380008.  
PHONE - (079) 28407248, 284022118 TELE FAX - (079) 28401242  
E-mail : datta\_datta@hotmail.com, dattacontact@gmail.com



BUILT UP AREA = 2804.89 SQMTS.  
HOBBY CLUB AREA = 113.23 SQMTS.

				TITLE :	INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AT JABALPUR	SCALE : 1:400 DATE : 23/06/2008 DEALT : C/D : FILE NO :	DRG. NO W-04	NORTH	DATTA AND DATTA ASSOCIATES ARCHITECT ENGINEER TOWN PLANNER INTERIOR DESIGNERS 101 BISHA-BH L.P. 15 SWASTIK SOCIETY, NAVRANGPURA, AHMEDABAD - 380001 PHONE : (079) 28407248, 28402318 TELE FAX : (079) 2840 12 42. E-mail : datta_datta@hotmail.com, ddassociates@gmail.com
TYPE	DATE	PARTICULAR	CHD.	REVISIONS					





Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I (TSHI) AT  
IIITDM, JABALPUR

AREA STATEMENT

Sl no	Description	Number of Rooms	Area (in sqm)
1	Ground Floor	32	2496.44
2	First Floor	42	2995.14
3	Second Floor	46	2918.12
4	Third Floor	46	2831.24
5	Cycle Parking + Stilted Area		656.74
	<b>Total</b>	<b>166</b>	<b>11897.68</b>

Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I AT IIITDM,  
JABALPUR

Preliminary Estimate based on Delhi Plinth Area Rates 1.10.2007

Sl. No	DPAR CODE	Description	Unit	Qty	Rate (in Rs.)	Amount (in Rs.)
	<b>1</b>	<b>RCC FRAMED STRUCTURE</b>				
	<b>1.1</b>	RCC framed structure up to six storeys				
1	<b>1.1.2</b>	Floor height 2.90 Mt.	Sqm	11,897.68	9,100.00	108,268,888.00
		<b>Extra for</b>				
2	<b>1.2.3</b>	Every 0.30 mt additional height of floor above normal floor height of 3.35 mt./2.90 mt.	Sqm	11,897.68	150.00	1,784,652.00
3	<b>1.2.4</b>	Every 0.30 mt higher plinth over normal plinth height of 0.60 mt (1.20 mt ht.)	Sqm	2,496.44	150.00	374,466.00
4	<b>1.2.5</b>	Every 0.30 mt deeper foundations over normal depth of 1.20 mt (2.00 mt depth)	Sqm	3,357.20	150.00	503,580.00
5	<b>1.2.8</b>	Resisting earthquake forces	Sqm	11,897.68	630.00	7,495,538.40
6	<b>1.2.11</b>	Stronger structural members to take heavy load above 500 Kgs./sqm. Up to 1000 Kgs./sqm.	Sqm	100.92	850.00	85,782.00
7	<b>1.2.12</b>	Larger modules over 35 sqm.	Sqm	352.80	990.00	349,272.00
	<b>1.4</b>	<b>FIRE FIGHTING</b>				
8		With wet riser system	Sqm	11,897.68	300	35,69,304.00
		<b>TOTAL (A)</b>				<b>12,24,31482.40</b>
	<b>3.0</b>	<b>Services</b>				
9	<b>3.1</b>	Internal water supply and sanitary installations	%	108,268,888.00	10.00	1,08,26,889.00
10	<b>3.2</b>	External service connections	%	108,268,888.00	5.00	54,13,444.40



11	3.3	Internal Electric Installation	%	108,268,888.00	12.5	1,35,33,611.00
	3.6	Extra for				
	3.6.3	Lightening conductors				
12	3.6.3.1	Upto 4 storeys Building	%	108,268,888.00	0.5	541,344.44
13	3.6.4	Telephone Conduits	%	108,268,888.00	0.5	541,344.44
14	3.6.6	Computer Conduiting	%	108,268,888.00	0.5	541,344.44
15	3.6.6	Quality assurance	%	108,268,888.00	0.1	10,82,688.88
		<b>Total for SI no. 9 to 15 (B)</b>				<b>3,24,80,666.4</b>
	5.0	<b>WATER TANK (RCC ONLY)</b>				
16	5.1	R.C.C. Over head water tank without independent staging	Lit	18,000.00	9.00	162,000.00
17	5.5	Under ground sump	Lit	18,000.00	9.00	162,000.00
		<b>Total for Sr. No. 16 to 17 (C)</b>				<b>324,000.00</b>
		<b>GRAND TOTAL (A+B+C)</b>				<b>15,52,36148.80</b>
				<b>SAY.....</b>		<b>Rs.1552 Lacs</b>
<b>NOTE:</b>						
This estimate does not include Cost of Sub Station, LT distribution systems, DG Set, pumps, HVAC, Site development, Rain Water Harvesting, Solar Water Heater System, Equipments, Furniture, etc.						

Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I (TSHI) AT  
IIITDM, JABALPUR

**SUMMARY OF COST**

Sl no	Description	Amount in Rs
1	Framed Structure as per Appendix I (Civil + Electrical)	155236148.80
2	Water tank (RCC)	324,000.00
	Total A (Sl no 1 to 2)	15,55, 60,148.80
3	Labour Cess @ 1% of A	1555601.48
4	Architects Fees @ 5.618% (5% fee + Service tax @12.36%) of A	8730035.55
5	Cost of Project Management @ 1.69% (1.5% + Service tax @12.36%) of A	2628966.51
6	Contingencies (Lump Sum)	500000.00
	<b>Grand Total</b>	<b>168974752.35</b>



Name of Work: Construction of TRIPLE SEATER HALL OF RESIDENCE I (TSHI) AT  
IIITDM, JABALPUR

**BREAK UP OF COMPONENT WISE COST**

S.No.	Description	Amount (in Rs.)	Plinth Area (in sqm)	Cost per Sqm (in Rs.)
1	Basic cost of the building (civil + electrical)	155236148.80	11,897.68	13048.00
2	Water Tank	324,000.00	11,897.68	27.23
3	Labour Cess @ 1%	1555601.48	11,897.68	130.75
4	Architect Fees @ 5.612% (including service tax)	8730035.55	11,897.68	733.76
5	Project Management @ 1.69% (including service tax)	3750815.00	11,897.68	315.25
6	Contingencies (lump sum)	5,00,000.00	11,897.68	42.02

**BoG/2008-09: 02.05.03: To Consider and Approve Preliminary Estimates for the Construction of the Lecture Halls & Tutorial Rooms Complex**

[Item No 06 of B&WC/2008-09: 1<sup>st</sup> Meeting of the B&WC Meeting held on 13/10/08 & Item No 4 of FC/2008-09: 2<sup>nd</sup> Meeting of the Finance Committee]

In view of the CEI Act 2007, the increased strength of undergraduate students at the Institute will become ~ 365 per batch from the year 2010. It is also to be noted that being an Institute focused on Design & Manufacturing, the UG curriculum of IIITDM Jabalpur heavily emphasizes on an inter-disciplinary approach for training its students. The curriculum, which has been formulated after a considerable discussion with several professors of IITs, faculty members of IIITDM Jabalpur and also the Japanese professors and experts, has a large number of core courses to be done by the entire batch, i.e. by students of all the three branches of engineering at the Institute.

The **Campus Advisory Committee** considered (a) the class strengths of different courses and (b) the number of lecture halls and class rooms needed to implement its curriculum and proposed the following requirement:

1. One Lecture Hall of a seating capacity of 600.
2. Four Lecture Halls of a seating capacity of 300 each.
3. Four Lecture Halls of a seating capacity of 200 each.
4. Four Lecture Halls of a seating capacity of 120 each.
5. Twenty tutorial rooms of the seating capacity of 60 each.

The architects were given these requirements of the Lecture Halls and Tutorial Rooms Complex. The design submitted by them was discussed by the **Campus Advisory Committee** and useful suggestions were given to the architects for incorporating in the design. After the Concept Plan [**Annexure 8**] of the architects was finalized, they were asked to prepare its **Preliminary Estimates** as per **CPWD DPAR 2007**.

The Complex has the following key features which are given in Table 2.

<b>Table 2 Some Key Features of the Lecture Halls and Tutorial Rooms Complex</b>		
1	Total number of lecture halls for simultaneously conducting lecture courses	13
2	Total number of tutorial class rooms	20
3	Total number of seating capacity of all the lecture halls	3080
4	Total plinth area of the complex	9711 sqm
5	Cost of civil & electrical construction as per PE/sqm	Rs 20,075/sqm
6	Total cost of civil and electrical construction including special acoustic and energy efficient features, architect's fee, labour cess, contingencies, project management cost as per PE/sqm	Rs 24,805/sqm



Preliminary Estimates for the construction of the proposed Lecture Halls & Tutorial Rooms Complex, prepared on the CPWD DPAR 2007 rates and amounting to Rs.2409 Lacs, were discussed by the **Buildings & Works Committee** along with concept drawings, history, design & scope, specifications in its meeting held on October 13, 2008. It was noted that the above cost of the building did not include provisions for the site development, internal roads and paths, horticulture operations, Low and High Side of HVAC and furniture and had to be obtained separately.

The Preliminary Estimates of the Lecture Halls & Tutorial Rooms Complex at PDPM IIITDM Jabalpur are recommended by the **Buildings & Works Committee** to the Finance Committee to consider and recommend the same to the **Board of Governors** for the Administrative Approval and Expenditure Sanction amounting to Rs 2409 Lacs.

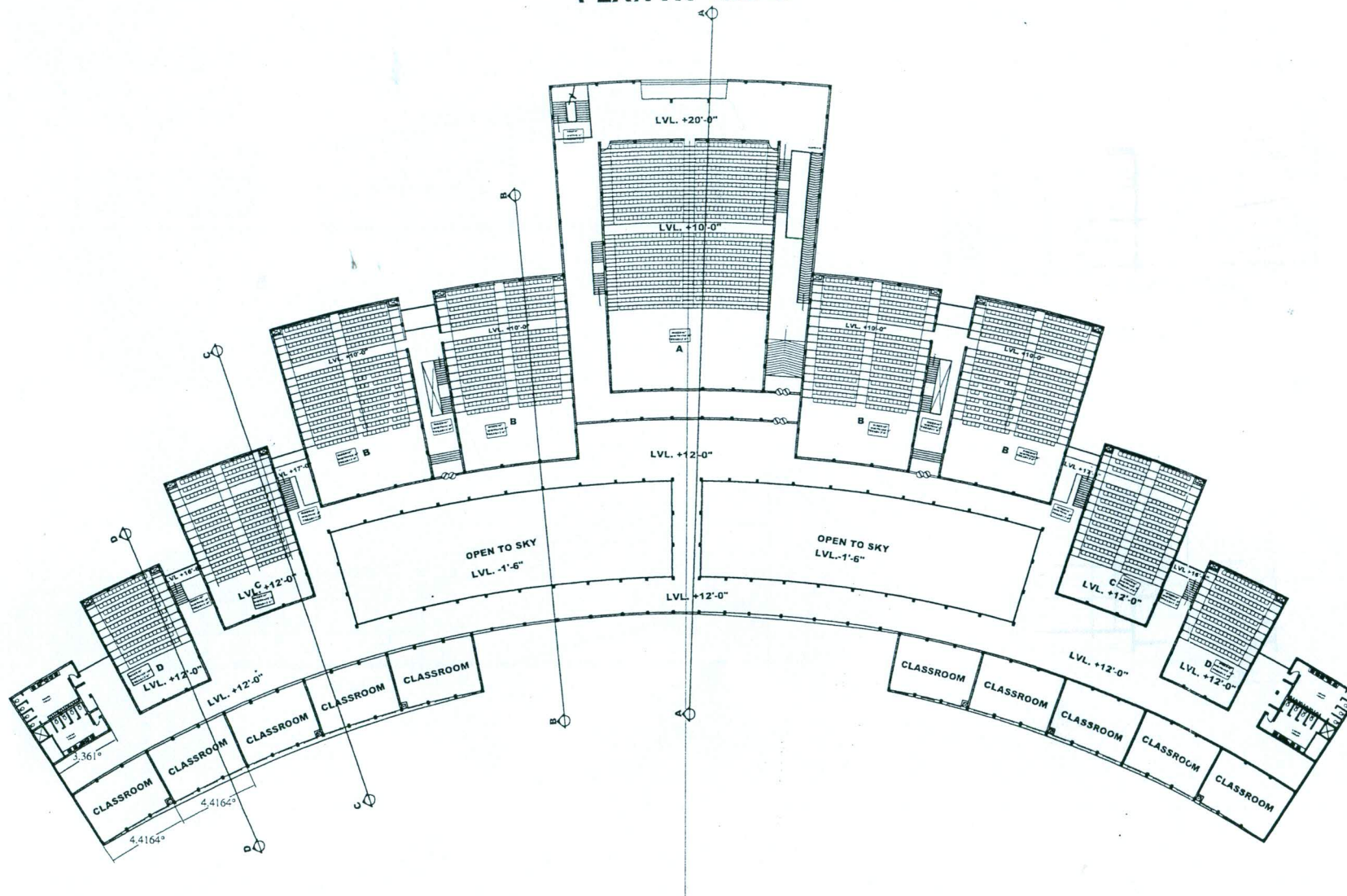
The **Finance Committee** is requested to recommend the Preliminary Estimates of the Lecture Halls and Tutorial Rooms Complex , amounting to Rs 2409 lacs, to the **Board of Governors** for considering and according the Administrative Approval and Expenditure Sanction for its construction.

Recommendation of the Finance Committee shall be placed before the Board in the Meeting itself.





# PLAN AT +22'-0"

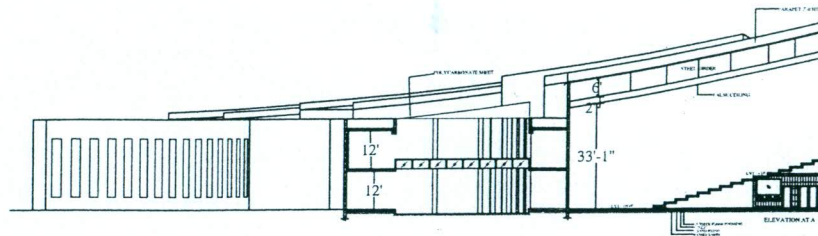


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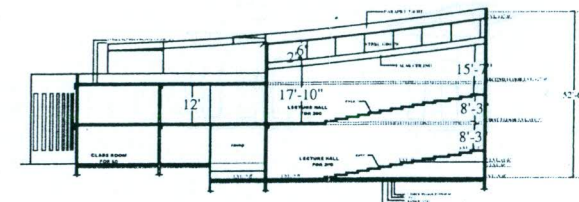
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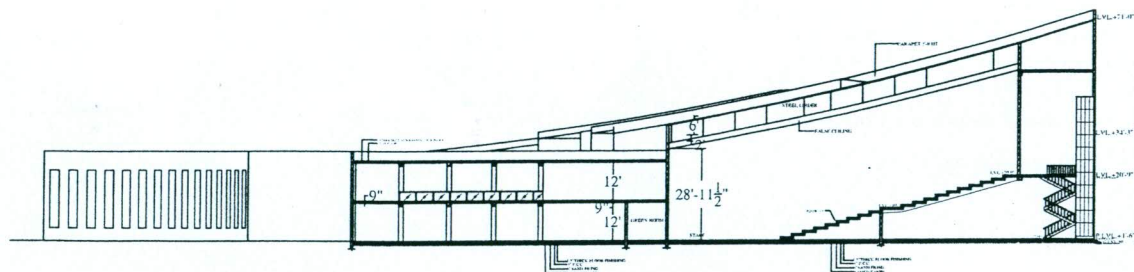
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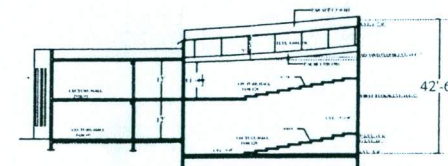
SECTION B-B



SECTION C-C



SECTION A-A



SECTION D-D

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**Name of Work: Construction of LECTURE HALL & TUTORIAL COMPLEX AT IIITDM, JABALPUR**

Preliminary Estimate based on Delhi Plinth Area Rates 1.10.2007

Sl. no	DPAR CODE	Description	Unit	Qty	Rate (in Rs.)	Amount (in Rs.)
	<b>1</b>	<b>R.C.C. FRAMED STRUCTURE</b>				
	<b>1.1</b>	R.C.C.framed structure up to six storeys				
1	<b>1.1.2</b>	Floor height 3.35 m	Sqm	9711	13200	128185200
		<b>Extra for</b>				
2	<b>1.2.3</b>	Every 0.30 mt additional height of floor beyond normal floor height of 3.35m.				
	<b>a</b>	For Tutorials, Toilets & circulation area at 4.00mt	Sqm	1 x 5435	150	815184
	<b>b</b>	For 1no Lecture Halls (capacity of 600 seats)	Sqm	23 x 946	150	3264114
	<b>c</b>	For 4 nos Lecture Halls (capacity of 300 seats)	Sqm	26 x 1657	150	6463158
	<b>d</b>	For 4 nos Lecture Halls (capacity of 200 seats)	Sqm	6 x 1185	150	1066122
	<b>e</b>	For 4 nos Lecture Halls (capacity of 120 seats)	Sqm	2 x 381	150	114150
3	<b>1.2.4</b>	Every 0.30 mt higher plinth over normal plinth height of 0.60 mt (1.20 mt ht.)	Sqm	2558	150	383700
4	<b>1.2.5</b>	Every 0.30 mt deeper foundations over normal depth of 1.20 mt (2.00 mt depth)	Sqm	2603	150	390450
5	<b>1.2.8</b>	Resisting earthquake forces	Sqm	9711	630	6117930
6	<b>1.2.12</b>	Larger modules over 35 sqm.	Sqm	7745	990	7667372



	<b>1.4</b>	<b>FIRE FIGHTING</b>				
7	<b>1.4.1</b>	With wet riser system	Sqm	9711	300	2913300
	<b>1.5</b>	<b>Fire Alarm System</b>				
8	<b>1.5.1</b>	Automatic Fire Alarm System	Sqm	9711	300	2913300
		<b>TOTAL for SI no. 1 to 8 (A)</b>				<b>160293980</b>
	<b>3.0</b>	<b>Services</b>				
9	<b>3.1</b>	Internal water supply and sanitary installations	%	128185200	4	5127408
10	<b>3.2</b>	External service connections	%	128185200	5	6409260
11	<b>3.3</b>	Internal Electric Installation	%	128185200	12.5	16023150
	<b>3.6</b>	<b>Extra for</b>				
12	<b>3.6.1</b>	Power wiring & plugs	%	128185200	4.0	5127408
13	<b>3.6.3</b>	Lightening conductors				
14	<b>3.6.3.1</b>	Upto 4 storeys Building	%	128185200	0.5	640926
15	<b>3.6.4</b>	Telephone Conduits	%	128185200	0.5	640926
16	<b>3.6.6</b>	Computer Conduiting	%	128185200	0.5	640926

17	3.6.6	Quality assurance	%	128185200	1.0	1281852
		Total for SI no. 9 to 17 (B)				34610004
	5.0	WATER TANK (RCC ONLY)				
18	5.1	R.C.C. Over head water tank without independent staging	Lit	10000	9.00	90000
19	5.5	Under ground sump	Lit	10000	9.00	90000
		Total for SI. No. 18 to 19 (C)				180000
		GRAND TOTAL (A+B+C)				195083984
				SAY.....		1951 lacs
	NOTE:					
		This estimate does not include Cost of Sub Station, LT distribution systems, DG Set, pumps, HVAC, Site development, Rain Water Harvesting, Solar Water Heater System, Equipments, Furniture, etc.				

Name of Work: **Construction of LECTURE HALL & TUTORIAL COMPLEX AT IIITDM, JABALPUR**

APPENDIX II

Extra for superior specifications and energy efficient features

Preliminary Estimates based on Delhi Schedule of Rates & Market Rates

SI. no	DPAR CODE	Description	Unit	Qty	Rate (in Rs.)	Amount (in Rs.)
1	MR	Extra for using high performance glass instead of reflective or double float glass	Sqm	5700	1000	5700000
2	MR	Insulation on walls	Sqm	5289	400.00	2115775



Name of Work: Construction of LECTURE HALL & TUTORIAL COMPLEX AT IIITDM,  
JABALPUR

**SUMMARY OF COST**

Sl no	Description	Amount ( in Rs)
1	Framed Structure as per Appendix I (Civil + Electrical)	194903983.80
2	Water tank (RCC)	180000.00
3	Extra for superior specifications and energy efficient features	26857746.00
	<b>Total A (Sl no 1 to3)</b>	<b>221941730.80</b>
4	Labour Cess @ 1% of A	2219417.38
5	Architects Fees @ 5.618% (5% fee + Service tax @12.36%) of A	12468686.00
6	Cost of Project Management @ 1.69% (1.69% + Service tax @12.36%) of A	3750815.00
7	Contingencies (Lump Sum)	500000.00
	<b>Grand Total</b>	<b>240880649.00</b>

BoG/2008-09: 02.05.04: To Consider and Approve the Medical Attendance & Treatment Policy of the Institute

The Institute started its functioning in the year 2005. The numbers of academic, non-academic staff as well as those of students have grown since then. These numbers are likely to grow much faster in coming years. The Institute Administration, therefore, requires its own Medical Rules stating eligibility criteria for medical attendance and treatment for its own academic and non-academic staff as well as students.

In view of the above requirements, the administration has prepared a draft its Medical Attendance & Treatment Policy. The draft is prepared along the lines of similar rules and procedures which exist in other autonomous academic institutions under MHRD. The draft of the policy is given here as **Annexure 9**.

Recommendation of the Finance Committee shall be placed in the Board Meeting itself.



Name of Work: Construction of LECTURE HALL & TUTORIAL COMPLEX AT IIITDM,  
JABALPUR

**BREAK UP OF COMPONENT WISE COST**

S.No.	Description	Amount (in Rs.)	Plinth Area (in sqm)	Cost per Sqm (in Rs.)
1	Basic cost of the building (civil + electrical )	194903983;.80	9711	20070.00
2	Water Tank	1,80,000	9711	19.00
2	Additional cost of building due to superior specifications & energy efficient features	26857746.00	9711	2766.00
3	Labour Cess @ 1%	2219417.00	9711	229.00
4	Architect Fees @ 5.612%	12468686.00	9711	1284.00
5	Project Management @ 1.69%	3750815.00	9711	386.00
6	Contingencies (lump sum)	5,00,000.00	9711	51.00

Annexure 9

**MEDICAL ATTENDANCE AND TREATMENT POLICY**

**1 Eligibility of Family Members for Medical Attendance and Treatment**

- 1.1 Permanent staff of the Institute as well as their family members shall be entitled to Medical Attendance and Treatment, including Reimbursement, as per procedures accorded by the Board of Governors from time to time.
- 1.2 The term "family" shall include (i) wife or husband of a member of staff, as the case may be, (ii) parents, children and step children who are wholly dependent on the member of staff.
- 1.3 For the purposes of determining dependency, the following criteria shall be followed:
  - *Son* – A son shall be considered dependent till he starts earning or attains the age of 25 years, whichever is earlier,
  - *Daughter* – A daughter shall be considered dependent till she starts earning or gets married whichever is earlier irrespective of her age.
  - *Parents* – Parents shall be considered dependent if they are residing with the staff member and their income from all sources, including pension, does not exceed Rs. 1500/- pm.
  - *Economically Independent parents* - Parents of such faculty/staff who are economically independent but are physically staying with them in the campus shall be permitted to have Medical Consultation only at IITDM Jabalpur Health Center at a nominal charge @ Rs.50/- per visit. In such a case the concerned staff will be required to give an undertaking at the Health Center and the amount will be deducted from his/her salary.
- 1.4 If a staff member has gone on deputation/leave to another Institute/Organization but his/her family members have been staying in the Institute Campus, his/her family members shall be eligible to avail medical facilities such as (i) consultation, (ii) issuing of medicines available in the Health Center/Institute as well as those obtained through Supply Order and (iii) reimbursement towards Medical Treatment at IITDM Jabalpur Health Center as well as the hospitals recognized by the Institute. In such a case, the concerned employee, however, will be required to give an undertaking that he/she shall not claim any Medical benefits for his/her family members from the Institute/organization where he/she is presently working on deputation/leave. He/she would be required to furnish a certificate to this effect from the Institute/organization of work during deputation/leave.
- 1.5 If both, husband as well as wife, are employed in the Institute, either of them can choose to prefer the claim of medical facilities on behalf of self and the family, by declaring the fact, through a joint declaration.
- 1.6 If the spouse of a staff member is employed in a State/Central Government./another Autonomous/Corporate body, he/she can choose to claim the medical facilities either from the Institute or from the spouse's employer by declaring the same through a joint declaration.
- 1.7 When the spouse is employed in a private organization where the medical facility is not available or when it is available for self only, a letter to this effect should be produced from the employer of the spouse.



## 2. Medical Record and Booklets

- 2.1 The Institute shall issue Medical Booklets to the staff member and his/her eligible family members with all the relevant information including the photograph. The system of affixing photograph of the beneficiary on the medical booklet must be strictly followed. Separate booklets in different colors would continue to be issued for students, staff and their families.
- 2.2 When a dependent son/daughter reaches the age of 18 years and in respect of dependent parents, the concerned staff member must fill up the form for updating the records with the concerned Establishment Section and get the medical booklets revalidated every year.
- 2.3 The Medical Booklets will be renewed/ revalidated/ replaced as per rules prescribed by the Institute from time to time.
- 2.4 Treatment facilities for dependents will be allowed only on the basis of valid booklets which have been renewed/ revalidated. The eligible persons desirous of availing the medical attendance and treatment shall be required to produce their Medical Booklet at the Health Center.
- 2.5 The medical booklets, also maintained as electronic booklets, should present the medical history of the holder. Suitable entries in respect of outside treatment should also be made therein by IIITDM doctors.
- 2.6 The booklets must be surrendered when a student/staff leaves the Institute.

## 3. Medical Reimbursement Rules

### 3.1 Medical Reimbursement which are Not Reimbursable

- Medicines and other items which are declared by the Government of India as inadmissible and published in the CSMA Rules will not be reimbursed.
- Cost of spectacles is not reimbursable.
- Cost of dentures as well as treatment for Orthodontia is inadmissible.
- The Institute will not reimburse expenditure on medical attendance availed in an unrecognized hospital except in emergency based on the recommendations of the Medical Board.
- The facility of Medical Attendance and Treatment is not extended to the sponsored students as well as to the dependents of students.
- No reimbursement/supply order is permitted in respect of students or their spouse/dependents.

### 3.2 Reimbursable Medical Expenses against the OPD Treatment

- The cost of radiological, pathological investigations, medicines purchased from the market against the referral for the OPD treatment may be referred in the *Medical Claim Form for the OPD Treatment* only. In such a situation, the reimbursement claim as well as the cash memos should be necessarily countersigned by the institute CMO affixing the IIITDM Health Center stamp.
- Proper break up of charges for various investigations, minor procedures etc must be provided along with the claim.
- For the reimbursement of eligible expenses, the claim form duly completed by the concerned staff member and counter-signed by the Institute CMO may be forwarded to Accounts Section.



### 3.3 Reimbursable Medical Expenses against the Indoor Treatment

- Charges against the Indoor Treatment including the hospital bills, stay charges, operation and allied charges, investigation charges, cost of medicines supplied by the hospital/purchased from market etc, when incurred as per rules, are reimbursable. Such expenses may be referred in the *Medical Claim Form for the Indoor Treatment*. The form duly filled in by the concerned staff member and counter-signed by the institute CMO with the IIITDM Health Center may be forwarded to Accounts Section. All medical claims should be referred as early as possible as but not later than 3 months after the date of admission to the hospital.
- The reimbursement of admissible items in respect of indoor treatment in recognized hospitals will be made after the charges are certified by the Consultant and/or Medical Superintendent of the treating recognized hospital and the Chief Medical Officer, IIITDM Health Center as per approved rates/entitlement.

## 4 General Rules

- 4.1 Package rate is defined as the lump sum cost of in-patient treatment or diagnostic procedure for which a patient has been referred by competent authority or CGHS to Hospital or Diagnostic Center. This includes all charges pertaining to a particular treatment/procedure including admission charges, accommodation charges, ICU/ICCU charges, monitoring charges, operation charges, anesthesia charges, operation theatre charges, procedural charges/surgeon's fee, cost of disposable, surgical charges and cost of medicine used during hospitalization, related routine investigations, physiotherapy charges etc
- 4.2 The package rate does not include diet, telephone charges, TV charges, cost of cosmetics, toiletry, tonics and medicines advertised in mass media. Cost of these, if offered, on request of patients must be realized from the individual patient and is not to be included in packages charges.
- 4.3 The hospitals/diagnostic centers recognized by the Institute will not be allowed to charge more than the package rate from the beneficiary.
- 4.4 The maximum permissible duration for stay in the recognized hospital/diagnostic center will be as given below:
  - 12 days for specialized procedure;
  - 7-8 days for other non-specialized procedures;
  - 3 days for laproscopic surgery;
  - 1 day for day care/minor procedures (OPD).
- 4.5 In case the beneficiary has to stay in the hospital for his/her recovery for more than the period covered in the package rate, the additional reimbursement shall be limited to room rent as per entitlement, cost of the prescribed medicines and investigations and doctors visits (not more than 2 times a day) for the duration of the additional stay.
- 4.6 The entitlement for indoor treatment would be as under:
  - i. Basic pay up to Rs 5,499/-: General Ward;
  - ii. Basic pay Rs 5500- to 10,500/-: Semi-Private Ward;
  - iii. Basic pay Rs 10,051- and above: Private Ward.
- 4.7 Package rates for various treatments in Semi-Private Wards, prescribed by CGHS shall normally be applicable.
- 4.8 If a given treatment is not feasible in Jabalpur, the patient may get it done in any CGHS approved hospital outside Jabalpur provided that a prior permission for the same has already been taken from the competent authority. In such a case, the



reimbursable rates for indoor treatment in Private/ Semi-Private Category may exceed by 15%.

- 4.9 Charges for the implant shall be reimbursed as per actual except for the items where ceiling is defined.
- 4.10 A private Hospital/Diagnostic Center, whose rates for a procedure/test/facility are lower than the approved rates, shall charge the beneficiaries as per actuals.
- 4.11 For investigations and treatment procedures for which admission is not required rates will be same for all categories.
- 4.12 The maximum room rent for different categories would be:
  - i. General Rs 500/- per day
  - ii. Semi-private Rs. 1,000/- per day
  - iii. Private Rs. 1,500/- per day
  - iv. Day Care (6-8 hours admission) Rs 500/- per day (same for all categories)
- 4.13 The beneficiaries will have the option of availing specialized treatment/diagnostic tests at CGHS recognized hospitals/Diagnostic Centers of his/her choice after the specialist of the CGHS/Government Hospital/CMO/In-charge of the CGHS Dispensary recommends the procedure/ test.
- 4.14 For non-emergency cases, beneficiaries of Central Government Health Scheme are entitled to medical reimbursement for treatment in hospitals/diagnostic centers recognized under the scheme after the written permission from the competent authority.
- 4.15 On production of valid permission, the recognized hospitals/diagnostic centers shall provide credit facilities to faculty and employees on production of Institute I-cards.
- 4.16 The recognized hospitals/diagnostic centers will provide necessary medicines & all disposable sundries of standard quality and will not get them purchased through CGHS beneficiaries.
- 4.17 Visiting faculty shall be treated at par with regular faculty of the institute. The maximum ceiling for in-door treatment for visiting faculty will be Rs 50,000.
- 4.18 Contractual Employee on scale shall be treated at par with a regular employee.
- 4.19 Contractual Employee on consolidated salary with be provided OPD facility at the Institute Health Center or the hospitals recognized by it.
- 4.20 Reimbursement for medicines will be allowed only when they are not available at the Institute Health Center.
- 4.21 Daily wage workers will be given only the OPD facility. Only those medicines which are available at the Institute dispensary will be provided in such cases. No reimbursements claim will be accepted.
- 4.22 Medical advance will be given as per recommendation of a doctor. Advance amount cannot exceed 75% of the recommended amount. Advance will be given only for admitted cases.
- 4.23 In case of misuse of medical reimbursement facility, concerned employees of the Institute will be denied all medical privileges for the next three years. If the misuse is repeated for the second time, concerned employee will lose the benefits of the Medical facilities for the rest of his service at IIITDM Jabalpur notwithstanding any other action that may be initiated under the Conduct Rules of the Institute.

## 5 Medical Facility for Students

- 5.1 Basic Medical facilities for common diseases like fever, cold etc will be provided by the Institute through its doctor at the Institute Health Center. The treatment will include providing medicines for the above mentioned diseases.
- 5.2 In case Institute doctor deems fit that the concerned patient needs to consult a specialist, the student shall be permitted to consult a specialist doctor from amongst the panel of doctors approved by the Institute. If medicines prescribed by the specialist doctor are not available at the Institute's dispensary only 80% of the cost, including specialist doctor's fees, will be reimbursed by the Institute.
- 5.3 If advised by the Institute doctor, full cost for common pathological tests of blood, urine and stool, if carried out at pathologies/hospitals/centers approved by the Institute, shall be reimbursable.
- 5.4 If advised by the Institute doctor, 50% of the cost of specialized pathological tests/ other tests, if carried out at pathologies/hospitals/centers approved by the Institute, shall be reimbursable.
- 5.5 In case a student is injured while working in a laboratory, he/she shall be provided the required medical facility, available in Jabalpur, subject to the maximum amount of Rs 50,000.
- 5.6 In case, a student is injured while representing the Institute in a sports/cultural event, Institute shall provide the required medical facility, available in Jabalpur, subject to the maximum amount of Rs 25,000.
- 5.7 On Case to case basis and depending on the availability of funds, students from weaker economic background may be given an advance for medical treatment from Students' Benefit Fund. The recovery of such an advance will be compulsorily done before the concerned student completes his/her programme at the Institute.



**BoG/2008-09: 02.06 Strengthening of Academic Activities by Promoting the Guest Lectures by Professionals from Industry/ R&D Labs/ Academic Institutions of Repute**

Imparting of engineering education to young bright students is a challenging task. The curriculum of IIITDM Jabalpur, which was formulated with the help of various reputed faculty members from IITs and also reputed experts from University of Tokyo and Tokyo Institute of Technology, is unique in several ways. Its delivery to students requires an ongoing contact with experts from the industry, R&D Labs and academic institutions of repute both in India as well as in other countries.

In this regard, the Senate of the Institute has cleared the proposal of offering short courses, spanning over 12 – 14 lectures, on specialized knowledge in different fields in the form of "Elective in Modular Form (EMF)". These EMFs can be offered during any time of the year. However, since the electives are to be opted by the students at the time of their registration before every semester, the dates during which an elective shall be running must be known *a priori*. Those who shall run the EMFs are also required to give their lecture notes to students, take a quiz(zes) on the material covered, grading of quiz(zes) and submission of grades based students performance. The following EMFs were/are being offered to students during Semester I, 2008-09:

S No	Course Title	Guest Speaker(s)
1	Visual and Product Designer	Mr Ruchin Chaudhary, RED Studio, New Delhi
2	Theory of Inventive Problem Solving	Dr H Hirani, IIT Bombay
3	Principles of Programming Languages	Prof Harish Karnik, IIT Kanpur
4	Wireless Protocols & Mobile Communication	Prof Vrinda Tokekar, DAVV Indore
5	Applications of Biometrics	Prof Phalguni Gupta, IIT Kanpur
6	Non-conventional Machining & Chatter Problems in Machine Tools	Dr Y Warisawa*, University of Tokyo and Mr Hibi* of M/s OKUMA Ltd. Tokyo
7	Interface Pressure: Measurement to Ultrasonics	Prof Yeshimi Ito*, Emeritus Professor at Tokyo Institute of Technology, Japan
8	Computational Fluid Dynamics	Prof Vinayak Eswaran, IIT Kanpur
9	Advanced Topics in Computer Architecture	Prof Rajkamal, DAVV Indore
10	Satellite Communication	Prof RS Tomar, LNM IIT Jaipur, Formerly with Nortel Canada

The Institute also remains in touch with several very reputed teachers in the fields of science and engineering and wishes to use their expertise to impart the traditional knowledge of several disciplines to our students. The following list gives the name of some of the reputed faculty members who have participated in the teaching programme at IIITDM Jabalpur:

1. Prof Mittunjaya Bhattacharya; Former Director of IT Banaras Hindu University
2. Mr Gopala Rao, Former Chairman & Managing Director, Bharat Electronics Ltd,
3. Prof RN Biswas: Former Director of CERI Pilani
4. Prof MM Oberoi, Former Professor at IIT Kanpur
5. Prof Somenath Biswas, Former Dean of Faculty Affairs, IIT Kanpur
6. Prof Phalguni Gupta, Head Computer Center, IIT Kanpur
7. Prof Harish Karnik, Former Dean of R&D, IIT Kanpur

Visits of Guest Faculty of repute, apart from raising the standards of lectures at the Institute in various courses, helps in giving a training to our young faculty members who are



required to be present in their lectures and discuss with the laboratory experiments and assignment sheets.

With the consent of the past Chairman BOG, the following honoraria were fixed for the Guest Faculty:

1. Rs 3000/- per lecture for the Guest Faculty who have been the Director/VC/ Chairman of a reputed Institute, R&D Lab or an Organization;
2. Rs 2000/- per lecture for the Guest Faculty who is a current or a former faculty members in an IIT/IISc Bangalore/IT BHU or any other reputed Institute;
3. Rs 1000/- per lecture for the Guest Faculty who is a current or former faculty member of other institute;
4. Rs 500/- for per lab session of duration of three hours.

The system of EMFs has begun from the current semester. Instead of honoraria being given on the basis of per lecture, it is proposed that a blanket amount of honorarium of Rs 25,000/- to the instructor In-charge for the full duration of an EMF be approved by the Board. The TA/DA for the Guest faculty shall be given as per their entitlement. It is to be noted that this honorarium would be applicable to only those experts who visit the Institute from outside as guest lecturers and will not be admissible to internal faculty members who also wish to offer an EMF. Similarly, professors/experts from Japan are not offered any honorarium.



BoG/2008-09: 02.07

Any other Item with the Permission of the Chair