

**RENUMBERING OF PREVIOUS BOARD MEETINGS**

Date of BOG Meeting	Old Number of BOG meeting	Renumbered BOG meeting	Venue	Year	Authority
November 20, 2007	BOG/2007-08:02	BOG/8	New Delhi	2007	APPROVAL OF THE BOARD OF GOVERNORS VIDE AGENDA ITEM NO. BOG/24/16(i) OF BOG MEETING HELD ON JULY 24, 2013

**Annexure 1**

**PDPM**

## Indian Institute Of Information Technology Design And Manufacturing Jabalpur

### Minutes of 2007-08/ 2<sup>nd</sup> Meeting of the Board of Governors

Held on ~~20<sup>th</sup> May, 2007 at 3.30 pm~~ *November 20, 2007 at 3.30 pm*  
at Conference Room (MHRD) Shastri Bhawan, New Delhi

**Members Present:**

- |   |                                      |
|---|--------------------------------------|
| 1) Shri. Sudeep Banerjee<br>Chancellor, NEUPA, New Delhi                        | Chairman                             |
| 2) Prof. Sanjeev Bhargava<br>Director, PDPM IIITDM Jabalpur                     | Member                               |
| 3) Prof. H P Dikshit<br>Visiting Fellow, NBHM,<br>PDPM-IIITDM, Jabalpur         | Member                               |
| 4) Ms. Seema Raj,<br>Director (Technical)<br>MHRD, New Delhi                    | Substituting Mr Ravi Mathur - Member |
| 5) Dr. Darlie O Koshy<br>Director<br>National Institute of Design, Ahemdabad    | Member                               |
| 6) Prof Manoj K Harbola<br>Dept. of Physics<br>IIT Kanpur, Kanpur               | Member                               |
| 7) Prof Aparajita Ojha<br>Professor<br>PDPM-IIITDM Jabalpur                     | Member                               |
| 8) Ms Alice Chacko<br>Under Secretary to Govt. of India,<br>MHRD, New Delhi     | Special Invitee                      |
| 9) Shri SC Prusty<br>Finance Officer & Officiating Registrar<br>IIITDM Jabalpur | Acting Secretary                     |

**Leave of Absence:**

- 1) Prof. Sanjay G Dhande, Director, IIT, Kanpur
- 2) Dr. Pawan Goenka, President – Automotive Sector, Mahindra & Mahindra Ltd. Mumbai
- 3) Shri M Fakruddin, Director (Corporate Planning & Marketing), HAL Corporate Office, Bangalore
- 4) Dr. Manoj Gaur, Managing Director, Jai Prakash Associates Ltd & Director, JIL Info Tech Ltd, New Delhi
- 5) Shri D S Mathur, Secretary, Telecommunication, Govt of India, New Delhi
- 6) Prof. Rajeev Sangal, Director, International Institute of Information Technology, Hyderabad
- 7) Shri Dilip Mehra, Principal Secretary (Technical Education), Govt of Madhya Pradesh, Bhopal

**BoG/2007-08: 02.01 – Opening Remarks by the Chairman**

Chairman welcomed members and asked the Director to present his Overview Report.

**BoG/2007-08: 02.02 - Overview Report of the Director**

**A. ACADEMICS**

• **Strength of Faculty Members and Research Engineers in the Institute:**

The Board took note of the Faculty Members and Research Engineers who had joined IIITDM Jabalpur in recent time and expressed its happiness on their background, areas of interest and specialization and research potential. It also expressed hope that the Institute would be able to attract similar good faculty members and research engineers in future also.

• **Admission of the 3<sup>rd</sup> Undergraduate Batch in the Institute:**

The Board took note of the development and expressed satisfaction.

• **Curriculum and Running of Various Courses:**

The Board took note of the matter and expressed its satisfaction.

• **Progress Towards the Indo-Japanese Cooperation:**

The Board noted contents presented in the Director's Overview Report. Further, the Director clarified that the proposed Indo-Japanese Cooperation was not viewed by the Japanese Government as an aided programme but as a cooperation of intellectual exchange between the two sides. Hence, as for now, there was no financial commitment from the Japanese side. The Board was also informed that till now Japan had never set up any Institute any where in the world and cooperation to develop IIITDM Jabalpur was a very new experience also for them. Working out the details of cooperation requirements would perhaps take more time. It was informed that the interest among the professors of the Japanese institutes/universities was genuine and they appear very committed to make the programme successful. The Director informed that the faculty exchange programme was very crucial for the further growth of this cooperation. Under the present scheme of things, the travel cost was to be borne by the visiting side and the cost of local transport and living was to be borne by the host.

The Finance Committee noted the above comments and accepted the arrangements made in this regard till now.

• **Workshop on "E-Governance – Specific Applications on Policing", "Data Base Management Systems (DBMS) & Java Application Software Package" and "Designing and Fabrication with Fiber Reinforced Composites":**

The Board expressed its satisfaction on the fact that the Institute, in spite of having limited manpower, had started organizing workshops which were relevant for the societal needs. Board appreciated such activities and suggested more conferences/seminars/workshops in the Institute should be planned in.

• **Research Proposals and Publications by the Faculty:**

The Board appreciated the move by the Institute and further suggested for development in special teaching aids. Board was also of the view that the papers published by the faculty members may be put in the institute web site through a special dedicated server so that other members of the faculty and students benefit out of that.

## **B. CONSTRUCTION ACTIVITIES**

- **Temporary Construction Activities in the IT Bhawan of the Jabalpur Engineering College**

Director briefed members regarding the temporary construction activities which were undertaken by the Institute in the IT Bhawan at the behest of the Board. The Board expressed satisfaction over their timely completion and the fact that due to it the new batch of students admitted in the Institute was not put to any problem and academic activities of the Institute, in spite of having three undergraduate batches, were going on in a satisfactory manner.

- **Repair and Maintenance Activities in Hostel VIII of the Jabalpur Engineering College**

Director briefed members regarding the maintenance and repair work pertaining to Hostel VIII of the Jabalpur Engineering College which was undertaken by the Institute at the behest of the Board. The Board appreciated the timely completion of the above mentioned work and expressed satisfaction on the fact that the new batch of students could be provided hostel accommodation near the Institute itself.

- **Construction Activities in the Institute Campus at Dumna**

Director appraised the members, regarding the construction activities being undertaken at Dumna site of the Campus. He also explained the reasons behind the slow progress of the work. The Board took note of the same and expressed concern over the progress and urged the Institute to take up steps so that the pace of construction is expedited.

## **C. STUDENTS WELFARE AND RELATED ACTIVITIES**

- **Distribution of Notional Prizes and Certificates of Merit:**

Members noted the recommendation of the Finance Committee regarding the change of name of the prize. Board concurred with the recommendation of the finance Committee and agreed to drop the word "Notional" from the name of the prize. It accepted the recommendation of the Finance Committee and approved the change in the name of "Notional Prizes and Certificate of Merit" to "Certificates of Merit and Prizes for Academic Excellence".

- **Holding of English Proficiency Development Classes:**

The Board expressed happiness on such efforts made by the Institute as they were likely to further empower students in the Institute coming from the weaker background.

- **Setting-Up of Students Gymkhana of IIITDM Jabalpur**

The Board noted the structure of Students Gymkhana being worked out by the Institute. Prof Manoj Harbola appreciated the structure in which students' representation in Students Senate was being made on the basis of hostels rather than that on individual batches. In view of the experience of IIT Kanpur in organizing student festivals, he urged the Institute to permit holding of at most one festival per semester. This would minimize the time wasted by students

- **Organization of Gusto' 07, the Games Festival of Students Gymkhana, IIITDM Jabalpur**

The Board expressed its satisfaction over such activities.

- **Arrangement for Music Classes for Students**

The Board expressed its appreciation over such activities arranged by the Institute.

**BoG/2007-08: 02.03 – Confirmation of the Minutes of the BoG/2007-08 1<sup>st</sup> Meeting held on May 11, 2007**

The Board confirmed the Minutes of the BoG/2007-08: 1<sup>st</sup> Meeting held on 11<sup>th</sup> May, 2007 without any change.

**BoG/2007-08: 02.04 Recommendations of the Finance Committee of the Meeting held on November 20, 2007**

**a) Consideration of Annual Statement of Accounts 2006-07 for adoption:**

The Annual Accounts for the year 2006-07, as presented by the Institute and recommended by the Finance Committee were adopted by the Board.

**b) Special Measures to be undertaken during Incubation of the Institute:**

**i) Reimbursement of Medical Expenses to Students**

The Board approved the recommendation of the Finance Committee for creation of a Contingency Fund of Rs.1 Lakh to meet out expenses incurred for attending emergency medical problems of students of IIITDM Jabalpur as per its own guidelines/procedures. The institute was further advised to make arrangements for the visits of medical doctors in all hostels on the basis of specific timings.

**ii) Communication Facilities in the Institute**

Board accepted the need for providing communication facilities to faculty and staff of the Institute at this juncture when it was not possible to operate from its own campus. The matter was discussed in detail. Recommendation of the Finance Committee that the facilities extended by the BSNL may be explored was accepted. This Agenda Item was therefore deferred for the next meeting.

**iii) Hiring of Visitors Hostel and Housing for the Faculty and Staff**

The Board approved hiring of Visitors Hostel by the institute. Further, the Board accepted the need for hiring of houses for the new bright faculty members as a genuine requirement. The Board urged the Institute to look into alternative models such as "Least Accommodation Scheme" tried out by NID Ahmedabad under similar circumstances. As per recommendation of the Finance Committee, the Institute was asked to defer the item till its next meeting so that an alternative proposal could be presented.

**c) Special Measures to be Adopted for Giving TA/DA to Students**

The Board accepted the views of the Finance Committee and suggested that the Institute collect providing the data as asked in the next meeting.

**d) Consideration of Modified Fee Structure for Undergraduate Courses in 2007-08**

The Board took note of the observations of the Finance Committee and suggested accordingly.

**e) Appointment of Adjunct Faculty in the Institute**

The Board took note of the observations of the Finance Committee and suggested accordingly.

**f) Recommendations of Building & Works Committee**

The Board was informed about the difficulties and problems faced by the Institute in finalizing the tender for (i) civil works of (a) Hall of Residence II, (b) Lecture Hall & Class Room Complex: Phase I, (c) Mess & Dining Hall I and (ii) electrical work of (a) Hall of Residence I and (b) Core Labs Complex. The Committee was also informed about the progress made regarding civil works. Members were informed that these point were

discussed at length in the meeting of the Buildings & Works Committee (B&WC) held on November 19, 2007.

It was further brought to the notice of the Finance Committee that the negotiated item rates quoted by the lowest contractor were similar for both Hall of Residence I (SH: Electrical) and Core Lab Complex (CLC) (SH: Electrical). In spite of this fact, though the overall quoted cost for the Hall of Residence is within the limits of the sanctioned approval, the overall quoted cost for electrical work of the CLC after negotiation is still above the earlier taken financial approval due to the fact that the CLC, being a lab complex, is designed to have higher number of electrical points and loads on per unit area basis.

The Finance Committee was also informed that since the civil works for the CLC were already been underway any deferment in award of electrical component of work would further amount to a delay in the progress of ongoing civil work.

In view of the above, the following recommendation of the B&WC was considered by the Finance Committee for the work of Construction of Core Lab Complex (SH: Electrical): "The B & WC ratified the decision to award the Core Lab Complex (SH: Electrical) work to the lowest tenderer, M/s Bhardwaj Brothers, at Rs 1, 36, 53, 067/- (Rs. One crore thirty six lacs fifty three thousand sixty seven only) an amount arrived at after negotiation against the earlier approved amount of Rs 1, 03, 49,048/- (Rs One crore three lacs forty nine thousands forty eight only) for the same."

The Board ratified the recommendation of the B&WC and recommended the same to the Board for approving the award of the work of Construction of the Core Lab Complex (SH: Electrical) to M/s Bharadwaj Brothers at Rs 1,36,53,067/- (Rs. One crore thirty six lacs fifty three thousand sixty seven only).

**BoG/2007-08: 02.05     Ratification of Approval accorded by the Chairman on the Recommendations of the Selection Committee for the Panel of Architects**

The Board accepted the recommendations of the Selection Committee for the Panel of Architects and ratified the approval accorded by the Chairman for the appointment of the following in the Panel of Architects of IIITDM Jabalpur. Thus besides M/s Kanvinde-Rai & Chaudhary, who are already an architect of the Institute, the Panel of Architects of IIITDM Jabalpur will have:

1. M/s Architects Atelier Pvt. Ltd, Sector 17-e, Chandigarh
2. M/s Datta & Datta Associates, Mardia Plaza, C. G Road, Ahmedabad

**BoG/2007-08: 02.06     Proposal for Appointment of Prof Amit Ray as an Emeritus Fellow at IIITDM Jabalpur**

Members welcomed the proposal of the Institute for appointing Prof Amit Ray, an eminent Professor of Design and currently an Emeritus Fellow in IIT Kanpur, as an Emeritus Fellow in IIITDM Jabalpur. The Board approved his appointment as an Emeritus Fellow at the Institute for a period of three years from the date of his joining with his salary to be fixed by the Director by keeping in view the Govt of India norms and the reputation he enjoys in the international forum. Prof Amit Ray shall be entitled to attend national and international conferences/ seminars/ workshops/ meetings as per Institute norms with due approval from the competent authority. As permissible to other faculty members of the Institute, Prof Amit Ray will be authorized to guide/carry out his research at the Institute and will be allowed to submit his own sponsored research proposal to suitable funding agencies. Till the Institute starts operating from its own campus and residential accommodation is provided to faculty members in the campus itself, the local transport to-and-fro the Institute shall also be provided to him.

**BoG/2007-08: 02.07     Appointment of Adjunct Faculty at IIITDM Jabalpur**

The need to have Adjunct Faculty Members due to (a) non-availability of well-qualified faculty members in some areas of specialization and (b) less exposure of the existing faculty members in different areas of studies was pointed out by the Director. Some members proposed other alternative models for appointing Adjunct Faculty in the Institute. The Director clarified that IIITDM, apart from the regular faculty positions, has already been maintaining the following categories for faculty members:

- (1) **Visiting Faculty** – Persons who have submitted their PhD thesis in some IIT or a prestigious Institute but have not defended prior to applying at IIITDM are given an ad-hoc appointment of Visiting Faculty if recommended either by the Selection Committee or the Faculty of the Institute after a successful seminar given in the Institute.
- (2) **Guest faculty** – Persons of eminence in their specialized areas of research are invited to deliver special lectures which are not part of any course. There is no long term commitment towards the Institute by the Guest Faculty.

The proposal of the Institute for the Adjunct Faculty, as recommended by the Finance Committee in details. Some members proposed that In order to optimize the cost of air fare of the Adjunct Faculty on per lecture basis, the Adjunct Faculty should be required to stay in the Institute for a minimum period of two weeks. Several other members, however, pointed out that ensuring a period of two weeks of a stay at a stretch may not be practicable for persons of high repute.

In view of the proposal of Adjunct Faculty being critical for the future nourishment and growth of the new Institute, the Finance Committee recommended it to the Board with the following terms and conditions:

- A. Names of eminent academicians/professionals from (i) IITs, IISc Bangalore and other institutes of good repute in India, (ii) universities and institutes outside India and (iii) industries of repute will be cleared for making them Adjunct Faculty at IIITDM Jabalpur by the sub-committee of the Senate,
- B. For the purpose of organizing special lectures by Adjunct Faculty, the Institute would pay the to-and-fro air fare within India/ AC I train fare, as applicable, for each visit to the Institute. However, in order to minimize the travel cost per lecture, the Institute would try to keep the stay of the Adjunct Faculty for more than 10 lectures per visit to the Institute,
- C. The Institute would take care of the local hospitality and transport during the stay of the Adjunct Faculty at the Institute,
- D. An honorarium up to Rs 3000/- per lecture would be admissible to the Adjunct Faculty.

**BoG/2007-08: 02.08     Any other item with the Permission of the Chair.**

There being no other items for discussion the meeting ended with a vote of thanks to the chair.

sd/-  
(Prof. S Bhargava)  
Director

sd/-  
(Shri S C Prusty)  
Acting Secretary

Approved

sd/-  
(Shri Sudeep Banerjee)  
Chairman, Board of Governors