

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

**AGENDA FOR 39th MEETING OF THE BOARD OF GOVERNORS
SCHEDULED TO BE HELD ON MAY 22nd, 2019 at 3:30 P.M.
VENUE: CONFERENCE HALL, PDPM-IIITDM JABALPUR**

AGENDA

Agenda Item No.	Item	Page No.
BOG/39/1	Welcome of Shri Deepak Ghaisas, Hon'ble Chairman, Board of Governors.	3
BOG/39/2	Opening Remarks by the Hon'ble Chairman Sir.	3
BOG/39/3	Constitution of BOG as per MHRD.	3
BOG/39/4	Confirmation of Minutes of the BOG/2017/38 th Meeting held on November 18, 2017 and Action Taken Report.	4-6
BOG/39/5	Overview report by the Director.	7
BOG/39/6	To consider the recommendations of 31 st meeting of the Finance Committee.	7
BOG/39/7	To consider the recommendations of 25 th /B&WC Building and Works Committee meeting held on May 9, 2019.	7
BOG/39/8	To consider the recommendations of the committee constituted for regularization of pay matter of Research Engineer.	7
BOG/39/9	Confirmation of services of Faculty on the Post of Assistant Professor (Grade-I) i) Dr. Sachin Kumar Jain ii) Dr. Pavan Kumar Kankar iii) Dr. Yashpal Singh Katharria iv) Dr. N.R. Jena	8
BOG/39/10	Extension of services of Faculty, Assistant Professor Grade- II (on contract).	9
BOG/39/11	Modifications in recruitment rules for Design Faculty.	10

BOG/39/12	Framing of Policy on Star-up, Incubation and Technology Enablement. Centre (SITEC).	10
BOG/39/13	Adoption of Engineering Procurement and Construction (EPC) mode for civil works.	10
BOG/39/14	Adoption of Higher Education Funding Agency (HEFA) policy.	11
BOG/39/15	Purchase of new vehicle for the Director, IIITDM Jabalpur.	11
BOG/39/16	Expert Committee list for selection to various faculty positions across diverse disciplines.	12
BOG/39/17	Revision of emoluments for research personnel i.e. PhD's.	12
BOG/39/18	Charging of development fees from students.	12
BOG/39/19	Adoption of Separate Audit Report (SAR) 2017-18.	13
BOG/39/20	Item for ratification	
	(i) Adoption of Annual Report 2017-18.	13
	(ii) Award of degrees.	13
	(iii) Modified Seat Matrix and fee structure for UG, PG and PhD Students.	14
	(iv) Creation of posts for non-teaching staff.	14
	(v) Grant of lien.	15
	(vi) Resignations.	15
	(vii) Extension of service of Mrs. Swapnali D. Gadekar, Deputy Registrar (on Contract).	16
BOG/39/21	Any other Agenda with the permission of Chair.	16

BOG/39/1	Welcome of Shri Deepak Ghaisas, Hon'ble Chairman, Board of Governors
-----------------	---

The Hon'ble President of India in his capacity as the Visitor of IITs has nominated Shri Deepak Ghaisas, Hon'ble Chairman, Gencoval Strategic Services Pvt. Ltd. as the Hon'ble Chairman of the Board of Governors (BoG) of Pandit Dwarka Prasad Mishra Indian Institute of Information Technology Design & Manufacturing (PDPM-IIITDM) Jabalpur, w.e.f. February 18th , 2019 vide MHRD letter No. 47-5/2016-TS.1 dated February 19th , 2019 (**BOG/39/Annexure-I**).

Board members welcomes Shri Deepak Ghaisas, Hon'ble Chairman, Gencoval Strategic Services Pvt. Ltd. on being nominated as the Hon'ble Chairman of the Board of Governors, PDPM-IIITDM Jabalpur and express their full faith and confidence and hope under his able leadership and guidance the Institute will scale new heights in the years to come to become one of the best Centre of learning in the country.

BOG/39/2	Opening Remarks by the Hon'ble Chairman Sir
-----------------	--

Will be delivered by Hon'ble Chairman in the meeting itself.

BOG/39/3	Constitution of BOG as per MHRD
-----------------	--

A new Board has been constituted by MHRD under clause 13 (2) of the IIIT Act 2014. The same has been conveyed by MHRD vide their letter No. 47-5/2016-TS.1 dated March 10, 2019 (**BOG/39/Annexure-II**).

BOG/39/4	Confirmation of Minutes of the BOG/2017/38th Meeting held on November 18, 2017 and Action Taken Report
-----------------	--

The minutes of 38th Board meeting were circulated to all the members. No comments were received. Board is requested to confirm the minutes. Copy of the Minutes is attached as **BOG/39/Annexure-III.**

The action taken report on the decisions of 38th meeting of the Board is placed as under:

Item No.	Agenda	Resolution	Action Taken
BOG/38/1	Opening remarks by the Hon'ble Chairman, BOG	Presented before the Board.	Informative only.
BOG/38/2	Overview and Action Taken Report by the Director	Presented before the Board.	Informative only.
BOG/38/3	Confirmation of minutes of 37 th BOG meeting.	Minutes were confirmed.	Informative only.
BOG/38/4 (i)	Proposal for Revised Budget (Plan) for FY 2017-18 and Budget Estimate (Plan) for FY 2018-19.	Budget approved	Implemented.
BOG/38/4 (ii)	To consider adoption of Separate Audit Report (SAR) on accounts of the Institute for FY 2016-17.	Presented before the Board.	Informative only.
BOG/38/5	To considered proposal for creation of posts for Non-teaching employees.	The Board deferred the proposal.	A proposal was sent to MHRD vide letter no. IIITDMJ/RO/Rect-Advt/2018/628 dated June 23, 2018 for creation of posts by the then Hon'ble Chairman. It is placed in the agenda for ratification.

BOG/38/6	To consider Budget proposal of EL & ICT Academy for FY 2017-18 & FY 2018-19.	The Board approved the budget.	Notified vide notification No. IIITDMJ/ RO/ Notification/BOG/38/6/ 2297 dated November 30, 2017.
BOG/38/7	To consider proposal for constitution of committee for regularization of pay matters of the Research Engineers.	A committee was constituted in the matter.	Report of the committee has been received and has been put up as agenda item no. BOG/39/7
BOG/38/8	To consider proposal for grant of loan for recurring purposes to the Institute from internal corpus for meeting short of Grant-in-Aid for FY 2017-18.	The Board approved a loan of Rs. 2.33 crores from the internal corpus.	Funds utilized for recurring purposes.
BOG/38/9	To consider proposal for administrative approval for taking loan from HEFA constituted by MHRD for providing loan to CFTIs for creation of capital assets.	The Board did not consider the proposal as Institute being under project mode.	Proposal for approval of implementation of HEFA policy has been put up as a separate agenda item no. BOG/39/13
BOG/38/10	To consider proposal for review of enhancement of salary of contractual employees.	The Board requested the Director to constitute committee in this regard.	Committees are constituted in such cases.
BOG/38/11	To consider proposal for confirmation of services of non-faculty employed on completion of probation period.	The Board confirmed the services of Ms. Menika Patel.	Notified vide notification No. IIITDMJ/RO/ Notification/BOG/38/1 1/2301 dated November 30, 2017.
BOG/38/12	To consider the Annual report of the Institute for FY 2016-17.	Presented before the Board.	Informative only.

BOG/38/13	Ratifications:		Informative only.
	(i) Lien of Dr. Jawar Singh for joining IIT Patna as Associate Professor	Board ratified the approvals.	
	(ii) Resignation of Mr. Saket Saurav from post of Research Engineer and Resignation of Dr. Samrat Rao from post of Assistant Professor.		
BOG/38/14	To consider adoption of revision of pay for faculty of the institute following pay revision of Central Government Employees as per recommendations of 7 th CPC.	The Board approved the revision of pay as per 7 th CPC.	Implemented.
BOG/38/15	Any other items with the permission of the Chair		
	i) Writ petition by M/s. P. D. Agrawal in the MP High Court.	The Board approved filing of review petition	Review Petition filed in the Hon'ble High Court of MP.
	(ii) Resolution of UG and PG academic guidelines	Noted by the Board	Implemented.
	(iii) AMC contract of lifts and centralized AC's in different buildings.	The Board accorded approval for AMC of lifts and AC's	Implemented.
	(iv) Report of the Committee constituted to examine the status of existing STP & Sewer Lines and SITC of proposed new STPs at Institute level.	Noted by the Board	As per the discussion with the CPWD 02 tenders to construct new STP's has been floated.
	(v) Extension of contract period of Smt. Swapnali D. Gadekar	Extension approved by the Board.	Informative only.

BOG/39/5	Overview report by the Director
-----------------	--

The overview report will be presented by the Director in the meeting itself

BOG/39/6	To consider the recommendations of 31st meeting of the Finance Committee
-----------------	--

The 31st Finance Committee meeting is scheduled to be held on May 22, 2019. The recommendations of the Finance Committee will be placed/discussed in the meeting itself.

BOG/39/7	To consider the recommendations of 25th/B&WC Building and Works Committee meeting held on May 9, 2019
-----------------	---

The 25th meeting of the BWC was held on May 9, 2019 in the Conference Hall of the Institute. The Committee discussed various issues and the minutes of the meeting is placed herewith as **BOG/39/Annexure-IV** for the perusal of the Board.

BOG/39/8	To consider the recommendations of the committee constituted for regularization of pay matter of Research Engineer
-----------------	---

The recommendation of the committee is placed herewith as **BOG/39/Annexure-V** for deliberation and adoption of the Board.

BOG/39/9	Confirmation of services of Faculty on the Post of Assistant Professor (Grade-I)
-----------------	---

Following faculty were appointed on the post of Assistant Professor Grade- I from the date of joining shown against their names. The period of probation was one year. They have successfully completed the probation period.

The BOG is requested to approve and confirm the services of these faculty to the post of Assistant Professor Grade-I w.e.f. the date of joining. The relevant Notes are placed as **BOG/39/Annexure- VI.**

S.No.	Name of Faculty	Date of Joining	Probation completion date	Date of confirmation
1	Dr. Sachin Kumar Jain	02/09/2016	01/09/2017	02/09/2016
2	Dr. Pavan Kumar Kankar	02/09/2016	01/09/2017	02/09/2016
3	Dr. N.R.Jena	22/09/2016	21/09/2017	22/09/2016
4	Dr. Yashpal Singh Katharria	07/11/2016	06/11/2017	07/11/2016

BOG/39/10	Extension of services of Faculty, Assistant Professor Grade- II (on contract)
------------------	--

Institute has appointed following Assistant Professor Grade- II (on contract) in various disciplines in the year 2016 and 2017 under 04 tier flexible faculty structure through advertisement based on MHRD letter F.no.27-11/2011.Ts.1 dated April 23, 2014 attached as **BOG/39/Annexure- VII**. The services of these contractual faculty has been currently extended for a period of one year shown against their names. Institute has taken a legal opinion with regard to the extension of services of these contractual faculty. As per the legal opinion the extension given is incorrect. The legal expert has opined to exhaust the extended contractual period.

S. No	Name	Discipline	Date of Joining	Last Contract period upto	Contract Extended upto
1.	Dr. Manish Kumar Bajpai	CSE	02.09.2016	01-09-2019	01-09-2020
2.	Dr. Ayan Seal	CSE	02.09.2016	01-09-2019	01-09-2020
3.	Dr. Kusum Kumari Bharti	CSE	09.09.2016	08-09-2019	08-09-2020
4.	Dr. Biswajeet Mukherjee	ECE	19-05-2015	18-05-2019	18-05-2020
5.	Dr. Dip Prakash Samajdar	ECE	02-05-2017	01-05-2019	01-05-2020
6.	Dr. Atul Kumar	ECE	15-05-2017	14-05-2019	14-05-2020
7.	Dr. Irshad Ahmad Ansari	ECE	30-06-2017	29-06-2019	29-06-2020
8.	Dr. Trivesh Kumar	ECE	30-06-2017	29-06-2019	29-06-2020
9.	Dr. Ravi Panwar	ECE	05-07-2017	04-07-2019	04-07-2020
10.	Dr. Harpreet Singh	ME	08-05-2017	07-05-2019	07-05-2020
11.	Dr. Shiv Dayal Patel	ME	16-05-2017	15-05-2019	15-05-2020
12.	Dr. Saurabh Pratap	ME	01-06-2017	31-05-2019	31-05-2020
13.	Dr. Himansu Sekhar Nanda	ME	05-10-2017	04-10-2019	04-10-2020
14.	Dr. Sangeeta Pandit	Design	02.09.2016	01-09-2019	01-09-2020
15.	Dr. Shekhar Chatterjee	Design	01-06-2017	31-05-2019	31-05-2020
16.	Dr. Tripti Singh	Design	03-07-2017	02-07-2019	02-07-2020

BOG/39/11	Modifications in recruitment rules for Design Faculty
------------------	--

Recruitment rules for Design Faculty were approved by BOG in its 35th meeting held on March 6, 2017. Certain portion of it like minimum qualification is having qualification of – “*Arts, Science (Physiology and Psychology) and Architecture etc*”. which is not detailed and needs to be modified.

BOG is requested to constitute a committee to review and modify. A copy of the note and said rules is attached as **BOG/39/Annexure- VIII**

BOG/39/12	Framing of Policy on Star-up, Incubation and Technology Enablement Centre (SITEC)
------------------	--

A Start-up, Incubation and Technology Enablement Centre (SITEC) was established on January 2016 at IIITDM Jabalpur with a mission to foster successful entrepreneurs and develop industry in the Knowledge and Technology based area. In order to smoothly govern the affairs and working of the SITEC Centre a draft policy on the same has been prepared. The policy was discussed and approved in the meeting of Heads and Deans and a legal opinion also has been taken on the policy. It is put up before the Board for deliberation as **BOG/39/Annexure- IX**

BOG/39/13	Adoption of Engineering Procurement and Construction (EPC) mode for civil works
------------------	--

A letter F.no.54-1/2019 dated March 5, 2019 dated from MHRD, Under Secretary (IIITs) has been received which clearly necessitates adoption of Engineering Procurement and Construction (EPC) mode for civil works. The communication clearly states that all major projects are to be carried out by EPC mode only. Same was discussed in BWC 25th meeting held on May 9, 2019. The matter is placed before BOG for adoption of same. The relevant documents are attached as **BOG/39/Annexure - X**

BOG/39/14	Adoption of Higher Education Funding Agency (HEFA) policy
------------------	--

Higher Education Funding Agency (HEFA) has been set up by Government of India for financing the infrastructure in CFTI's. MHRD, Government of India has communicated HEFA credit policy vide MHRD letter F.No.35-4/2017-TS.1 dated September 5, 2017 attached as **BOG/39/Annexure-XI**

The Board is requested to consider proposal for the administrative approval for taking loan from HEFA for creation of capital assets.

BOG/39/15	Purchase of new vehicle for the Director, IIITDM Jabalpur
------------------	--

At present Institute is having a Ford Fiesta, vehicle no. MP20CA2864 as Director's Car. The vehicle is more than 12 years old. As per the norms the vehicle has outlived its service period. A condemnation committee was constituted to give its recommendation. The committee has declared the vehicle unserviceable, unfit for further use and condemn for disposal as per provisions rule 217 of GFR (inventory management). The Board is requested to accord approval for purchase of new vehicle for the Director. A new vehicle of Toyota Innova or similar make may be considered for purchase through internal resource of the Institute.

The committee report is placed as **BOG/39/Annexure-XII**

BOG/39/16	Expert Committee list for selection to various faculty positions across diverse disciplines
------------------	--

The list of the Expert Committee will be put up by the Director in the meeting.

BOG/39/17	Revision of emoluments for research personnel i.e. PhD's
------------------	---

MHRD vide letter F.No. 54-1/2018- TS.I dated 06/05/2019 read with F.No. 12-2/2019-U1 dated 31/01/2019 has enhanced monthly emoluments of JRFs from Rs. 25,000/- to Rs. 31,000/- and of SRFs from Rs. 28,000/- to Rs. 35,000/- per month respectively. As a practice Institute has been enhancing the assistantship of PhD's in line with these orders issued from time to time by MHRD. As per section A1 of the letter F.No. 12-2/2019-U1 dated 31/01/2019 same is applicable to PhD's also.

Board is requested to adopt the enhancement for the PhD's of the Institute. The copy of the said order is attached as **BOG/39/Annexure-XIII**.

BOG/39/18	Charging of development fees from students
------------------	---

Institute at present is unable to provide many new facilities to its students due to financial constraint. To augment existing facilities and create new facilities, it is proposed to include development fee of Rs. 5,000/- per semester in fee structure of the newly joined students from the year 2019-20.

BOG/39/19	Adoption of Separate Audit Report(SAR) 2017-18
------------------	---

Separate Audit Report on annual accounts of the Institute for financial year 2017-18 was received from the office of the Director General of Audit (Central Receipt), New Delhi, Branch at Gwalior. The same was forwarded to the Hon'ble Chairman, Finance Committee for recommending it and onward submission to the Hon'ble Chairman, BOG for his approval.

The Hon'ble Chairman, BOG has approved the adoption of SAR 2017-18. The decision of the Hon'ble Chairman, BOG is placed before the Board for ratification as **BOG/39/Annexure-XIV**.

BOG/39/20	Items for ratification
------------------	-------------------------------

(i) Adoption of Annual Report 2017-18.

The Annual Report for the year 2017-18 had been prepared, keeping in view the timely submission of Annual Report before both the Houses of Parliament, the Hon'ble Chairman, BOG accorded his approval for adoption of the Annual Report 2017-18 and its subsequent submission to both the Houses of Parliament.

The decision of the Hon'ble Chairman, BOG is placed before the Board for ratification as **BOG/39/Annexure-XV**. A copy of the Annual Report 2017-18 will be placed in the meeting itself.

(ii) Award of Degrees

The Senate in its Special Meeting (41A) held on September 11, 2018 had recommended the names of the graduating students across diverse disciplines for the award of degrees (360 Nos.) to the Board of Governors which was approved by the Hon'ble Chairman (BOG). Subsequently 08 additional Degrees were also approved by the Hon'ble Chairman (BOG).

The decision of the Hon'ble Chairman, BOG is placed before the Board for ratification as **BOG/39/Annexure-XVI**.

(iii) Modified Seat Matrix and fee structure for UG, PG and PhD Students

Seat Matrix for UG, PG and PhD students of the Institute has been modified for the year 2019-20 and 2020-21. Same has been approved by Chairperson, Senate. In addition to it fee structure has also been modified in line with IIIT Council guidelines.

The decision of the Chairperson, Senate is placed before the Board for ratification as **BOG/39/Annexure-XVII**.

(iv) Creation of posts for non-teaching staff

A proposal for creation of posts for non-teaching staff was forwarded to MHRD, Director (IIITs) vide this office letter No. IIITDMJ/RO/Rect-Advt/2018/628 dated June 23, 2018. The decision of the Hon'ble Chairman, BOG is placed before the Board for ratification as **BOG/39/Annexure-XVIII**

v) Grant of lien

Necessary formalities for grant of lien to teaching/non-teaching staff for the period corresponding to their names have been completed. The lien has been approved by the Director & Hon'ble Chairman, BOG and is placed before the Board for ratification as **BOG/39/Annexure – XIX**

Employees on lien

S. No	Name of Employee	Discipline	Designation	Current Organization	Date of Joining	Lien Period	Date of relieving
1.	Dr. Goutam Dutta	ME	Associate Professor	IIT Jammu	15-07-2009	02 years	16-12-2018 (A/N)
2.	Dr. Pavan K. Kankar	ME	Assistant Professor	IIT Indore	02-09-2016	02 years	03-12-2018 (A/N)
3.	Shri R.P. Dwivedi	-	Joint Registrar	ABV-IIITM Gwalior	29-07-2009	03 years	30-08-2018 (A/N)
4	Shri Naresh Joshi	-	Assistant Registrar	Dr. Hari Singh Gour, Vishwa-vidyalaya, Sagar (MP)	20-06-2012	01 year Extended by 06 months w.e.f. 23-04-2019	22-04-2018 (A/N)

(vi) Resignations

(a) Dr. Mohona Ghosh had joined the Institute as Assistant Professor Grade-II (on Contract) in the Discipline of CSE on 29-06-2017. Later she was selected for the post of Assistant Professor in Indira Gandhi, Delhi Technical University for Women, New Delhi and subsequently tendered her resignation. She was relieved from Institute services w.e.f. 17-05-2018 (A/N) after the approval by the Director & Hon'ble Chairman, BOG.

(b) Dr. Jawar Singh, Associate Professor was relieved on lien of 2 years to join IIT Patna as Associate Professor. Dr. Singh has tendered his resignation w.e.f. 17-12-2017 (A/N). His resignation has been approved by the Director.

The decision of the Director & Hon'ble Chairman, BOG is placed before the Board for ratification as **BOG/39/Annexure - XX**

(vii) Extension of service of Mrs. Swapnali D. Gadekar, Deputy Registrar (on Contract)

A committee constituted by vide office order no. IIITDM/J/Dir/2018-19/1 dated December 24, 2018 under the convenership of Dr. R. Sahu Professor, ABV-IIITM, Gwalior to consider the extension of service of Mrs. Swapnali D. Gadekar, Deputy Registrar (on contract), IIITDM Jabalpur whose tenure was completed on January 18, 2019. The Committee met on December 30, 2018, after due deliberations unanimously resolved to extend the service of Mrs. Swapnali D. Gadekar, Deputy Registrar (on Contract) for a further period of one year w.e.f. January 19, 2019 on existing terms and conditions.

The recommendation of the committee was placed before the Hon'ble Chairman, BOG for his approval. The same has been approved by the Hon'ble Chairman, BOG.

The decision of the Hon'ble Chairman, BOG is placed before the Board for ratification as **BOG/39/Annexure-XXI**

BOG/39/21	Any other Agenda with the permission of the Chair
------------------	--

The agenda is submitted for approval please.

(Swapnali Gadekar)
Acting Registrar & Secretary BoG

Director

Chairman, BoG