

**PROCEEDINGS OF THE 23<sup>rd</sup> MEETING**

**OF THE**

**BOARD OF GOVERNORS**

**HELD ON**

**Friday, 03 May 2013**



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY  
DESIGN & MANUFACTURING KANCHEEPURAM**



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN AND MANUFACTURING  
KANCHEEPURAM

Proceedings of the 23<sup>rd</sup> Meeting of the Board of Governors held at 11.00 A.M. on Friday,  
03 May 2013, at IIITD&M Kancheepuram, Chennai – 600 127.

**Members Present**

Shri. R Seshasayee	---	Chairman
Prof. S. Narayanan	---	Member
Prof. Bhaskar Ramamurthi	---	Member
Prof. David Koilpillai	---	Member
Dr. K. P. Isaac	---	Member
Lt. Gen (Retd.) K.R. Rao	---	Member
Prof. R. Gnanamoorthy	---	Member & Secretary i/c

Leave of absence was granted to Shri. Onkar Singh Kanwar, Shri S.K. Prabakar, Shri. T. Ramaswamy, Prof. Ashok Jhunjhunwala, Shri Deepak Puri, Shri. Navin Soi, Director (Finance), MHRD attended the meeting as invitee.

The Board placed on record its appreciation of the services rendered by the outgoing member Dr. G. Viswanathan and welcomed the new member Lt. Gen (Retd.) K.R. Rao into the Board.

The Chairman welcomed the members and Prof. R. Gnanamoorthy, Director, briefed the members about the functioning of the Institute.

**General Discussion**

The Chairman visited the laboratories and appreciated the development of different academic facilities. The Board also advised the Institute to create laboratory facilities such metal based 3D printing that will facilitate the nearby industries in the area of product development.

The Board was briefed about the different construction activities carried out CPWD in the campus. The Chairman expressed the concern about the slow progress of the construction and finish quality. The CPWD Project Manager was also invited to the meeting and different issues relevant to the finish and specification of minor components were discussed. The Board advised the Institute to appoint a few consultant / quality inspector to independently inspect the quality of material and finish used on daily basis in the site.

The Board also discussed about the programmes run by the Institute and asked to consider whether the M. Des can be made as M. Tech (Design) which will give more brand value. Further the Board also advised the Institute about wide publicity of the Institute programme through various means so that the Institute is able to attract best students.

<b>Item No. 1- Action taken on earlier minutes</b>	
<b>1.1</b>	<b>Confirmation of Proceedings of the last (22<sup>nd</sup>) meeting of the Board of Governors held on 14 February 2013</b>
	The Proceedings of the last (22 <sup>nd</sup> ) meeting of the Board of Governors held on 14 February 2013 were circulated to all members of the Board after approval by the Chairman. No comments were received. The Proceedings was confirmed.
<b>1.2</b>	<b>Action taken report on the Proceedings of the last(22<sup>nd</sup>) meeting of the Board of Governors held on 14 February 2013</b>
	The action taken on the Proceedings of the last (22 <sup>nd</sup> ) meeting of the Board of Governors held on 14 February 2013 was presented to the Board. The Board noted the action taken on the Proceedings of the last (22 <sup>nd</sup> ) meeting of the Board of Governors held on 14 February 2013.
<b>Item No. 2</b>	<b>To discuss and consider the Minutes of the 19<sup>th</sup> meeting of the Senate held on 27 March 2013 (Annexure 'A')</b>
<b>Item No. 2(1)</b>	<b>Approval of Academic Calendar July – November 2013 :-</b>

	<p>The Senate had approved the Academic Calendar of the Institute for July – November 2013. The Secretary AICTE had informed that the AICTE has issued a circular on academic schedule to be followed in all technical Institution. It was clarified that the Institute had prepared the academic calendar based on the expected admission schedule and will be modified if required at a later date.</p> <p>The Board noted the same.</p>
<p><b>Item No. 2(2)</b></p> <p><b>RESOLUTION</b></p> <p><b>No 07/2013</b></p>	<p><b>To approve the revised norms for admission to M.Des. programme of the Institute from 2014 onwards</b></p> <p>A proposal to revise the admission norms for M.Des programmes of the institute namely Mechanical Systems Design, Electronic Systems Design and Communication Systems Design was submitted to the senate for its discussion and approval. Admissions so far have been based on GATE/CEED score and performance in the interview conducted by the institute. It was proposed to have only GATE score as the mandatory criterion for admission to these programmes and also adopt a centralized admission / counseling procedure. The Senate after discussion had approved that GATE score and performance in personal interview conducted by the institute, so as to assess the design aptitude of applicants, as the revised norms for admission to M.Des programmes of the institute, and to defer the proposed centralized counseling / admissions procedure.</p> <p>The Board after discussions <b>RESOLVED</b> to approve the recommendation of the Senate.</p>
<p><b>Item No. 2(3)</b></p>	<p><b>To approve the guidelines for institution of Alumni / Donor Scholarships</b></p>
<p><b>RESOLUTION</b></p> <p><b>No 08/2013</b></p>	<p>The Board noted that the institute had received a request from a parent of B.Tech student who had expired in 2012, for institution of a scholarship in his name. The same was discussed in the Board and the Institute was asked to prepare consolidated guidelines and submit the</p>

same after the approval by the Senate. Accordingly, the guidelines for the Institution of the Alumni / Donor Scholarship were submitted to the senate.

It was also noted that the Senate had discussed and approved the following regulations to govern the institution of donor / alumni scholarships:

- (1) Scholarships may be instituted with the support of Alumni of the institute / other donors for meritorious and needy students of the institute.
- (2) The objective of these scholarships shall be to encourage and recognize outstanding students in academic, co-curricular and research activities. It will also serve as a platform to support the needy students and to attract the best students to the institute.
- (3) Scholarships created by donation of Rs 5 Lakhs and above by alumnus / donors shall be eligible to be named as per the wish of the donor. Lesser amounts shall be accepted under the alumni scholarship fund / any other account created for this purpose. It was suggested by the Senate members to deposit the donations in FD for a term of 10 years. Assuming an average interest rate of 6%, it was suggested to have the accumulated interest amounts donated as scholarships annually. On accumulation of adequate funds to endow the scholarships, they shall be instituted under the name IIITD&M Alumni / Donor Scholarship subject to guidelines of the institute. The following four levels of scholarship are proposed:

Type	Scholarship Per Annum (Rs)	Endowment Amount (Rs)
1	1,50,000	25,00,000
2	1,20,000	20,00,000
3	90,000	15,00,000
4	60,000	10,00,000

- (4) Students who are in receipt of other scholarship shall be eligible to receive the alumni scholarship as well, subject to the awarded scholarship amount for a student not exceeding Rs.1,00,000/- per

	<p>year.</p> <p>(5) Funds for the alumni/donor scholarship shall be received directly into the institute corpus account / any other account created for this purpose and the administration of these scholarships shall be done by the Academic Section while the Alumni Affairs Section shall coordinate with the prospective donors. Individual endowments / scholarships and criterion for each shall be decided by a committee constituted by the Director.</p> <p>The details were discussed and the Board <b>RESOLVED</b> to approve the guidelines for institution of Alumni / Donor Scholarships.</p>
<b>Item No. 2(4)</b>	<b>To approve the guidelines for enhanced industry institute interaction.</b>
	The Board noted the senate recommendations and suggested that the Institute may select a niche area and focus in that area with industry so that specific advantage could be derived in long term. The Board advised the Institute to form a core group which constantly interact with the Industry and understand their requirement. The Board was also informed about the Industry Institute Interaction meet scheduled in May 2013.
<b>Item No. 3</b>	<b>To discuss and report to Ministry about the progress of implementation of reservation and other measures to reserved category persons</b>
<b>RESOLUTION No 09/2013</b>	<p>MHRD had requested the Chairman, Board of Governors, to convene a meeting of Board of Governors to discuss and report to the Ministry about the implementation of Constitutional Provisions of Reservation and other measures in the Institute for reserved category persons.</p> <p>The steps taken by the Institute for reserved category are stated below:</p> <p><b>A. Reservation in recruitment</b></p> <p>As per Government of India norms, the Institute is maintaining the reservation rosters following the reservation norms in recruitment and</p>

appointment of Teaching and Non-teaching staff (**Annexure 'B1' & 'B2'**).

The Institute has notified a Special Recruitment Drive for filling up of vacant reserved post of faculty positions vide recruitment notification No.IIITDM/R/02/2013.The last date for receipt of applications was 10<sup>th</sup> April 2013 and the scrutiny process is on. Soon the interview proceedings will be held and the posts will be filled up.

Further, the Institute also notified the recruitment for other vacancy positions including reserved post vide Institute recruitment notification No. IIITDM/R/01/2013.

#### **B. Reservation in enrollment of students**

The Institute has adopted the Reservation norms for SC/ST/OBC as per rules with regard to enrollment of students to various programme run by the Institute. The students for the B.Tech Programme are filled through centralized admission process organized by Central Counseling Board. The Institute admits candidates for M.Des and Ph.D programme directly and the reservation norms are fully adhered (**Annexure 'B3'**).

#### **C. Implementation of welfare measures for reserved category students**

The Institute has implemented various measures for reserved category students through various scholarships. The scholarships granted are as under:

(i) SC/ST Scholarship is sanctioned to SC/ST students admitted to B.Tech programme whose parental income is less than Rs.4.5 lakhs per annum. They are sanctioned free messing (basic menu only) plus pocket allowance of Rs.250/- p.m., and exemption from payment of tuition fees and hostel seat rent as per Government of India norms.

(ii) All other SC/ST students are granted exemption from payment of

tuition fees and hostel seat rent as per Gol norms.

(iii) Ten fresh slots have been allotted by the Ministry of Social Justice and Empowerment for the SC students under top class education scholarship schemes.

**Benefits under this scheme**

- a. Lodging & boarding charges at the rate of Rs. 2220 per month per student or the actuals whichever is less.
- b. Books and stationery at the rate of Rs. 3000 per annum per student or the actuals whichever is less.
- c. A latest computer system with all the necessary accessories like UPS, Printer, Multi-media etc. limited to Rs. 45000 per student for the entire course of study.

**Other welfare measures**

- The Institute is providing more number of books to reserved category students and also arrange special classes for the needy students.
- The Institute has appointed the Nodal officers for OBCs and SC/ST as per Govt. of India norms for employees/students of reserved category in connection with their grievance. The Nodal officer conducts frequent meetings to discuss and advice their problems.

Further the Board also suggested that

1. The Institute may follow the Gol guidelines in concession in percentage of marks for SC/ST candidates. It was clarified that the Institute is following the Gol guidelines already in this regard.
2. The Institute shall find out the viability of developing in-house deserving SC/ST candidates in pursuing higher studies like M. Des, Ph.D etc in the Institute itself to create a bond between the Institute and the student and possible future absorption as faculty.
3. The Institute may work out more comprehensive programme



	<p>/special internship programmes for development of SC/ST students. Accordingly the Board <b>RESLOVED</b> to approve to send the report to MHRD on the above lines about the progress of Implementation of reservation and other welfare measures adopted by the Institute to reserved category persons.</p>
<b>Item No.04</b>	<b>To approve in-principle conduct of User Orientated Programme for M/s. Daimler, India</b>
<b>RESOLUTION No 10/2013</b>	<p>M/s. Daimler the world's leading truck maker has approached this Institute to conduct an user oriented post graduate program for their employees to further enhance the capability of their design and development team. This program will be framed similar to the User Oriented Programs run in IITs. The self supported post graduate program will be designed to cater the needs of the M/s. Daimler in consultation with the Industry and will be passed through Institute Senate. The program will be run by the Institute with the support of faculty of members of the host Institute and other reputed Institutes, and experts from Industry. The batch size, admission procedure, fee structure and other charges will be worked out and presented to Board for final approval.</p> <p>The Board discussed and <b>RESLOVED</b> to accord in principle approval to proceed further in this regard.</p>
<b>Item No.05</b>	<b>To approve the minutes of 16<sup>th</sup> meeting of the Finance Committee and Annual Accounts for the year 2012-13</b>
<b>RESOLUTION No 11/2013</b>	<p>The Annual Accounts for the year 2012-13 is prepared in the prescribed format (<b>Annexure 'C'</b>). The Annual Accounts has to be placed before Finance Committee and Board of Governors for onward submission to Principal Accountant General (Civil Audit), Tamilnadu and Puduchery for detailed check and issue of audit certificate for the year 2012-13.</p> <p>The details were discussed and the Board <b>RESOLVED</b> to approve the</p>

	Annual Accounts of the Institute for the year 2012-13.
<b>Item No.06</b>	<b>To approve the policy guidelines to decide the pay of the faculty joined after 18.08.2009</b>
<b>RESOLUTION No 12/2013</b>	<p>It is submitted that a Committee of Experts was constituted by the Director in consultation with the Chairman, Board of Governors to discuss and recommend the policy guidelines for pay of the faculty joined after 18.08.2009 in the light of MHRD letter No.F/23/2008-TS.II dated 18.8.2009. The meeting was held on 17<sup>th</sup> April 2013 at IIT Madras. The minutes of meeting and the recommendation of the Committee of Experts are enclosed (<b>Annexure 'D'</b>).</p> <p>The recommendation of the Expert committee, as under :-</p> <ol style="list-style-type: none"> <li>1. On completion of three years as Assistant Professor in the academic grade pay (AGP) of Rs. 6000/7000, as the faculty member becomes eligible to be moved to the higher grade pay of Rs.7000/8000, without change in designation as Assistant Professor, the faculty member will be moved to the respective higher AGP from the date of completion of the three years in AGP of Rs 6000/7000 based on the contributions made by the faculty member.</li> <li>2. As the movement of the Assistant Professor to the higher AGP of Rs.9000 after three years as Assistant professor in the AGP of Rs.8000 also involves a change in designation as Associate Professor which amounts to promotion to a next higher grade, the committee recommends that such promotions can be considered only by a duly constituted Selection Committee.</li> </ol> <p>The Board was clarified that the contributions made by the faculty during the period of assessment in teaching, research, and institute administration will be assessed based on the reports submitted by the faculty by the committee consisting of expert member in the</p>

	<p>specialization. In case if the contributions were found not enough or unsatisfactory, their case will be reviewed after one year again by a committee and the grant of higher grade pay will be implemented on favourable recommendation from that date of review period. The candidate need not appear in person for the review process if the review is only for grade pay movement without any designation change.</p> <p>The Board discussed and <b>RESOLVED</b> to approve the proposal.</p>
<b>Item No.07</b>	<b>To ratify the relief of Dr T R Ramya from the post of Assistant Professor</b>
<b>RESOLUTION No 13/2013</b>	<p>Dr. T R Ramya was appointed in this Institute as Assistant Professor, Electronics Engineering in the regular capacity w.e.f. 05.12.2011 FN. She was sanctioned extraordinary leave (EOL) on medical grounds w.e.f. 25.04.2012 to 21.12.2012 (without salary) based on her request. However vide her application dated 21.2.2013, she submitted her resignation from service w.e.f. 21.02.2013 without returning to the duty from the leave.</p> <p>The Chairman, BoG had approved the acceptance of resignation of Dr T R Ramya from the post of Asst Professor with effect from the afternoon of 24.4.2012 and accordingly she was relieved (<b>Annexure 'E'</b>).</p> <p>The Board <b>RESOLVED</b> to ratify the action taken by the Chairman.</p>
<b>Item No.08</b>	<b>To approve movement to the next Grade Pay on completion of three years as Assistant Professor joined after 18.08.2009</b>
<b>RESOLUTION No 14/2013</b>	<p>Dr S Jayavel, Assistant Professor who has joined this Institute on 23.02.2010 has completed three years of service on 22.02.2013 in the AGP of Rs.6000/-. The contributions made by Dr S Jayavel were scrutinized and the committee has recommended to approve movement to the next grade pay of Rs.7000/- w.e.f. 23.02.2013, without any change in the designation (<b>Annexure 'F'</b>).</p> <p>The Board discussed and <b>RESOLVED</b> to approve the recommendation</p>

	of the committee. The implementation of the decision will be carried out, after obtaining legal opinion in the subject matter in view of the WP 28312 of 2012 and the related miscellaneous petitions pending.
<b>Item No.09</b>	<b>To approve the panel of experts for selection committees for recruitment of various posts</b>
<b>RESOLUTION No 15/2013</b>	<p>It is submitted that, as per Rule 9 (a) (iii) (iv) of Memorandum of Association of the Institute, two experts has to be nominated by the board as the board nominee for recruitment to the Teaching posts and Group A non-teaching posts. Accordingly, a panel of experts of various disciplines in teaching posts and Group A Non-Teaching posts are enclosed in <b>Annexure 'G' &amp; 'H'</b> respectively. The panel will be valid for two years. The panel will be operated for any recruitment process and the board nominees will be selected amongst the experts in the panel.</p> <p>The Board discussed and <b>RESOLVED</b> to approve the panel of experts for selection committees for recruitment of various posts.</p>
<b>Item No.10</b>	<b>To report about the progress of court case on Writ petition</b>
	<p>Based on the directions of the Board, the Institute has notified a performance assessment process vide OM dated 01.10.2012 for movement from Assistant Professors to Associate Professors. Dr.B.Raja and others had filed a Writ Petition WP No.28312 of 2012, challenging it. On 16.10.2012 the Hon'ble High Court had passed the interim injunction stating that</p> <p><i>"in view of the same, there shall be an order of interim injunction restraining the respondents 2 to 4, not to designate any assistant professors as Associate professors until further orders from this Court. Further, the respondents 2 to 4 are directed to maintain the status quo as on today."</i></p> <p>On 18.12.12 MHRD sanctioned Associate Professor, Assistant Professor</p>

and other non-faculty posts based on the student strength. In pursuance of the same, after obtaining the legal opinion from the legal counsel of the Institute, an advertisement was published on 27.3.2013 vide notification No.IITDM/R/1/2013 to fill up the newly sanctioned posts along with vacant posts on direct recruitment basis.

However, the Petitioner had filed contempt petition in Hon'ble High Court vide Contempt Petition No. 1125 of 2013 against the notification to recruit Professor and Associate Professors which was taken up for hearing on 29.4.2013. During argument, the Institute was asked to submit an affidavit by the learned Judge.

The Institute after consultation with the legal counsel has prepared the counter affidavit stating that *"in obedience to the order of the Hon'ble Court made on 16.10.2012, no action has been taken by the Institute to redesignate any Assistant Professor as Associate Professor. Further the process of calling for willingness for participation in the performance assessment process as per the Office Memorandum dated 01.10.2012 was also kept in abeyance in view of the order of status quo passed by the Hon'ble High Court.*

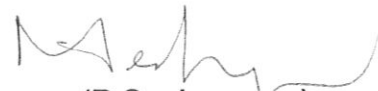
Further, *"the direct recruitment now initiated does not interfere in any way with the rights agitated by the petitioner in the WP in as much as the implementation of the career advancement scheme is not vacancy based but is on a personal basis. As such, it does not interfere in any way with the rights agitated by the petitioners in the Writ Petition.*

This was noted by the Board.

The meeting concluded with thanks to the Chair.



**(Prof. R. Gnanamoorthy)**  
Director and Secretary i/c



**(R Seshasayee)**  
Chairman, BoG