

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING, KANCHEEPURAM CHENNAI-127

MINUTES OF THE 48th MEETING OF THE BOARD OF GOVERNORS

Date : 06.01.2021 (Wednesday)
Time : 11:30 AM
Mode : GOOGLE MEET

MEMBERS PRESENT:

1. Prof. S. Sadagopan	--	Chairman
2. Prof. BanshidharMajhi	--	Member
3. Shri. B.S. Raghavan	--	Member
4. Prof. David Koilpillai	--	Member
5. Prof. S. Narayanan	--	Member
6. Shri. Jaideep Kumar Mishra	--	Member
7. Prof. Baskar Ramamurthy	--	Member
8. Shri. Hans Raj Verma	--	Member
9. Shri.A.Chidambaram	--	Secretary

LEAVE OF ABSENCE WAS GRANTED:

1. Shri. Santhanam
2. Shri. Krishna V Giri
3. Shri. Prashant Agarwal

GENERAL DISCUSSION:

1. The Director made the presentation on the academic and other activities at the Institute and explained about the online teaching processes happening at the Institute. The Director also explained about the challenges faced by the Institute. The Board appreciated the initiatives taken by the Institute for online teaching-learning. However, BOG wanted to know how the practical/lab sessions are being handled. The Director explained about the use virtual labs sessions by the faculty and technical assistants to make it effective. The Board advised the Institute to give equal focus on the practical learning in additional to theoretical concepts which is an important component in engineering education.
2. The Director explained about the successful online convocation of the Institute due to pandemic and the informed that the degree certificates have also been dispatched to students. The Board noted the same and wanted to know regarding the performance of the students in their current employment. BOG also advised the Institute to formulate a plan for collection of continuous evaluation/feedback from their employers which will help the Institute to incorporate those

suggestions/feedback in the framing the future curriculum and grooming of the Institute.

- The Director also presented the formation of Sub-Groups headed by a BOG member to focus on specific areas and the board advised the Institute to submit the detailed plan in the next meeting for discussion.

BOG-48(2021)-01	Confirmation of the minutes of the 47th meeting of the Board of Governors held on 10th October 2020	
	<p>The minutes of the 47th meeting of the Board of Governors held on 10th October 2020 was circulated to all members of the Board and no comments were received.</p> <p>The Board of Governors may kindly confirm the minutes of the meeting placed as <i>Annexure "A"</i>.</p>	
BOG- 48(2021)-02	Action taken report on the minutes of the 47th meeting of the Board of Governors held on 10th October 2020	
	Subject	Action taken
	BOG-47(2020)-04 To Discuss and approve the Design Spine Curriculum Report	The institute is in the process of preparation of curriculum and syllabus in consultation with expert members.
	The Board noted the same.	
BOG-48(2021)-03	Report on the Academic activities of the Institute	
	<p>It is submitted that for the July-November, 2020, classes were conducted through online mode using Google Meet/Moodle platform and evaluation and assessments have been successfully completed for all the students. The evaluation is based on continuous assessments comprising of short quizzes, assignments, projects followed by an end-semester assessment. The result for the semester has been declared on 28thDecember, 2020.The institute has not faced any issues in conducting online classes.</p> <p>It is pertinent to mention here that the entire faculty has been provided training for conducting online classes. A Two-day virtual workshop to develop, deliver and assess online courses with Moodle Learning Management System was conducted for faculty. Another online training was conducted for faculty through NITTTR, Chennai on E-Content development for 21st century learners during March-April, 2020. In addition, Graphic Tablets available in Industrial Design Sketching Lab have been issued to the faculty to improve the delivery. Recently, the institute has provided laptop with touch screen facility for effective teaching learning process.</p> <p>Classes for January-May, 2021 will be commenced from 4th January, 2021 and will be conducted through online mode till direction from Government towards opening of educational institutions.</p>	

New Admission- B.Tech.

In case of new admission for the year, the branch-wise admission status is as under:

Branch (B.Tech.)	# of Students Admitted
Computer Science and Engineering	121
Electronics and Communication Engineering	121
Mechanical Engineering	78
Smart Manufacturing	38
Grand Total	358

The opening and closing ranks of the students (under General Category) is given below:

Branch	Opening Rank	Closing Rank
CS	8686	17727
EC	18955	27835
ME1-ME	19914	44183
ME2-SM	24066	50030

Category wise Distribution of B. Tech. students for the year 2020-21 is given below:

Allotted Category	Female	Male	Total
DASA	2	4	6
EWS	1	32	33
EWS(PwD)	1	1	2
OBC-NCL		93	93
OBC-NCL(PwD)		4	4
Open	14	121	135
Open(PwD)	1	6	7
SC	7	44	51
SC(PwD)	1		1
ST	1	25	26
Grand Total	28	330	358

The orientation program for first year students was conducted on 01-02 December, 2020 and online classes have been commenced from 3rd December, 2020. In order to compensate for loss of time, it is proposed to conduct classes on Saturdays and they will complete their first year by June 2021.

New Admission- M.Tech.

The branch-wise admission status in case of M.Tech. is as under:

Master of Technology	
Electronics and Communication Engineering (Spl: Communication Systems Design)	14
Electronics and Communication Engineering (Spl: Electronics Systems Design)	17
Mechanical Engineering (Spl: Mechanical Systems Design)	19
Mechanical Engineering (Spl: Smart Manufacturing)	15
Grand Total	65

Details of category-wise student is as under:

Allotted Category	Female	Male	Grand Total
Open	16	30	46
OBC	1	7	8
SC	6	5	11
Grand Total	23	42	65

Orientation Classes for first year M.Tech. student was conducted on 8th September 2020 and online classes were commenced from 9th September 2020. Classes were conducted on Saturday also to compensate the number of working days. Exams for the students have been completed and result have already been declared.

The Board noted the same

BOG-48(2021)-04

Report on 8th Convocation of the Institute through online

It is submitted that the 8th convocation of the institute was held on 31st October, 2020 through online mode. Padma Vibhushan Dr. Kasturirangan, former Chairman, ISRO, and Chairman NEP-2020 as the Chief Guest and Shri. Arun Jain, Chairman and Managing Director, Intellect Design Arena as the Guest of Honour have addressed the event online and provided their valuable guidance. A total of 303 students were awarded Degrees in the convocation. Further, 16 students were awarded institute medals for excellence in various academic and co-curricular activities.

The Board noted the same

BOG-48(2021)-05

Creation of Department of Humanities and Basic Sciences

It is submitted that the Institute is having three major engineering departments namely Mechanical Engineering, Electronics and Communication Engineering and Computer Science and Engineering in addition to the two basic science

	<p>departments of Mathematics and Physics. With approval of the board, The institute has created School of Interdisciplinary Design and Innovation (SIDI) to strengthen the design spine curriculum. The willingness of the faculty has been obtained to be part of the SIDI either through complete migration or participation remaining in their parent department. Based on the options exercised by the faculty, the design department is functional now.</p> <p>However, the New Educational Policy, 2020 (NEP-2020) thrust of interdisciplinary education and research with a special thrust to Literature, Culture, Sports, Bio-Sciences, Economics and many more. Keeping this in mind, the institute plan to recruit faculty from these streams, however the numbers will be limited. Hence, creating individual departments in each subject will not be possible. Thus, it is proposed to create a School of Humanities and Basic Sciences (SHBS). This faculty of Physics, Mathematics, Bio-Medical, Bio-Technology, Bio-Informatics, English, Economics, Contemporary Arts, Music etc. However, the faculty will be permitted to supervise research scholars in their respective core area and the degree will be awarded accordingly.</p> <p>The Board discussed the matter at length and varied suggestions/options proposed by the members were deliberated and desired to have further discussion on the agenda item.</p> <p>The Board decided to defer the agenda for the next meeting.</p>
BOG-48(2021)-06	Recruitment of Faculty positions in the Institute
	<p>The Institute had notified the recruitment of faculty position in the streams of Computer Science and Engineering, Electronics and Communication Engineering, Mechanical Engineering, Design, Physics, Mathematics and English vide notification IIITDMK/R/1/2020 and the same was published in the newspapers for wide publicity. The last date of receipt of application was 15th April, 2020. Further, the institute has also notified the faculty recruitment in IIITDM website as Rolling Advertisement. The application received against the regular advertisement and against the Rolling Advertisement upto 31st July, 2020 was considered by the scrutiny committee in order to shortlist the candidates for seminar presentation.</p> <p>The shortlisted candidates were invited for seminar presentation through online mode before the committee consisting of senior faculty of the Institute and external experts. The seminar presentations were held for each department separately and the candidates selected in the seminar presentation were invited to appear before the selection committee.</p> <p>The Selection Committee were constituted department wise as per the Clause 9 (5)&(6) of the statute consisting of expert members including SC/ST Members from the expert members approved by the Chairman, BoG and Chairman, Senate Annexure “B” & “C”. The entire selection process was conducted during 04-28</p>

December,2020 through online mode.

The detailed proceedings of the selection committee for the department of Computer Science Engineering, Electronics and communication Engineering, Mechanical Engineering, Design, Physics, Mathematics and English are enclosed as **Annexure “D”**.

The List of Recommended candidates department wise is as under: The reservation norms as per the Government of India norms were followed in the recruitment and the roster points will be updated as per the selection.

S I #	Name	Pay Level	Department	Recomm ended under category
1.	Dr. Sanjeet Kumar Nayak	Assistant Professor Level 11	Computer Science and Engineering	UR
2.	Dr. Rahul Raman	Assistant Professor Level 10		UR
3.	Dr. Ram Prasad Padhy	Assistant Professor Level 10		UR
4.	Dr. Pandiri Venkatesh	Assistant Professor Level 10		UR
5.	Dr. Srijith K	Assistant Professor Level 11	Electronics and Communication Engineering	UR
6.	Dr. Appina Balasubramanyam	Assistant Professor Level 11		OBC
7.	Dr. Tejendra Dixit	Assistant Professor Level 11		UR
8.	Dr. V. Pandiyarasan	Assistant Professor Level 11		OBC
9.	Dr. Annamraju Sai Srikar	Assistant Professor Level 10		UR
10	Dr. Aakash Kumar Jain	Assistant Professor Level 10		UR
11	Dr. Rinkee Chopra	Assistant Professor Level 10		OBC
12	Dr. Rohini P	Assistant Professor Level 10		OBC
13	Dr. Karthick S	Assistant Professor Level 11	Mechanical Engineering	OBC
14	Dr. Kashfull Orra	Assistant Professor Level 10		UR
15	Dr. Kishor Kumar Gajrani	Assistant Professor Level 11		UR

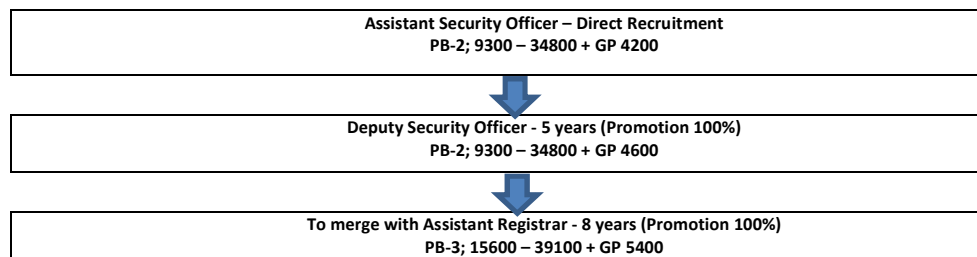
16	Dr. Raghuraman M	Assistant Professor Level 12	SIDI	SC
17	Dr. Karthik C	Assistant Professor Level 10		OBC
18	Dr. Jayachandra Bingi	Assistant Professor Level 12	Physics	UR
19	Dr. Balachandra Suri	Assistant Professor Level 11		UR
20	Dr. Y Ashok Kumar Reddy	Assistant Professor Level 11		UR
21	Dr. Debolina Misra	Assistant Professor Level 11		UR
22	Dr. Parvathy Das	Assistant Professor Level 10	English	UR

The Board discussed the same and after discussion approved the candidates recommended by selection committee for issuing the offer of appointment.

BOG-48(2021)-07

Conversion of the post of Security Officers to the post in Administrative Cadre

It is submitted that one posts each of Chief Security Officer, Deputy Security Officer and Assistant Security Officer were sanctioned by the Ministry of Education and the same post were not filled up as the Security Services were outsourced and manned by contract manpower. Further, it is submitted that as per the Recruitment and Promotion Norms 2016 for Non-faculty staff of IIIT's the post of Assistant Security Officer (PB-2; 9300-34800 + GP 4200) is the entry level direct recruitment post and the promotion hierarchy is as under



Hence as per the RPN 2016 the post of assistant security officer is a direct recruitment and ultimately merges with the Assistant Registrar.

It is submitted that the post of Assistant Security Officer which is a Direct Recruitment post is not filled and eventually the post of Deputy Security Officer and Chief Security Officer is also lying vacant/merge with Assistant registrar post.

The institute has a small campus with limited number of staff and the security services are manned through outsourcing and the supervision of the outsourced security staff is effectively carried out through Assistant

Registrar/Registrar/Faculty I/C (Security).

In order to effectively utilize the vacant post, it is proposed to convert the said post into equivalent administrative cadre post to strengthen the administrative cadre for effective support to the faculty.

As per Clause 6(III)&(VIII) of part 1 of RPN Norms of 2016 the Director/Board has the power to restructure any service and amend the provision of RPN. Therefore, the following restructure/amendment of post is proposed.

Existing Post	Proposed Conversion	Remarks
Assistant Security Officer PB-2; 9300 – 34800 +GP 4200	Junior Superintendent PB-2; 9300 – 34800 +GP 4200	The post in the administrative cadre will be filled up as per the norms of RPN 2016
Deputy Security Officer PB-2; 9300 – 34800 +GP 4600	Superintendent PB-2; 9300 – 34800 +GP 4600	
Chief Security Officer PB-3; 15600 – 39100 +GP 5400	Assistant Registrar PB-3; 15600 – 39100 +GP 5400	

The matter was presented to BOG along with the comments received from MoE. The Board discussed the proposal at length. It came out from the discussion that Security Officer is an important position to deal with all aspects of safety, security of the Institute and is a liaison officer with Police and other state officials in case of calamity/emergency. Hence BOG suggested to retain all the posts and advised to recruit experienced personnel for the posts.

BoG 48 (2021) - 8

The movement of Sh. G.Ravikumar, Assistant Registrar to the next pay matrix level (level 11) as per RPN norms

As per the RPN Rules approved by the IIIT Council, an Assistant Registrar, after 08 years of service will move to higher pay matrix level 11 as per 7th CPC (pre revised Grade pay as per 6th CPC 6600) with same designation as Assistant Registrar on Non-Functional Selection Grade. Sh. G. Ravikumar joined the service on 14.08.2012 and completed his eligible 8 years service on 13.08.2020.

In order to consider his movement, a departmental promotion committee was constituted as per the clause 9 (5) of the statute and the committee comprising of following members.

Prof. Banshidhar Majhi Director, IIITDM Kancheepuram	Chairman
Prof. S. Narayanan Advisor, IIITDM Kancheepuram	Member

	<table border="1"> <tr> <td data-bbox="451 138 1117 216">Prof. S.P. Venkatesan Advisor, IITDM Kancheepuram</td> <td data-bbox="1125 138 1404 216">Member</td> </tr> <tr> <td data-bbox="451 216 1117 289">Dr. Naveen Kumar Dean (Student Affair), IITDM Kancheepuram</td> <td data-bbox="1125 216 1404 289">Member</td> </tr> <tr> <td data-bbox="451 289 1117 363">Dr. M. D. Selvaraj Dean (SRICCE), IITDM Kancheepuram</td> <td data-bbox="1125 289 1404 363">Member</td> </tr> <tr> <td data-bbox="451 363 1117 436">Sh. A. Chidambaram Registrar, IITDM Kancheepuram</td> <td data-bbox="1125 363 1404 436">Member</td> </tr> </table> <p data-bbox="451 436 1412 583">The Committee taking into account his contribution and performance during the service period, recommended for movement higher level of 11 (as per 7th CPC) as proposed in the RPN rules with the same designation as Assistant Registrar w.e.f. 14.08.2020. A copy of proceedings of the committee is placed as Annexure II.</p> <p data-bbox="451 615 1412 730">The Board may kindly approve the movement of Shri. G. Ravikumar, Assistant Registrar to higher level of 11 (as per 7th CPC) with same designation as Assistant Registrar w.e.f. 14.08.2020 Annexure “F”</p> <p data-bbox="451 762 1412 877">The Board discussed the same and approved the movement of Shri. G. Ravikumar, Assistant Registrar to higher level of 11 (as per 7th CPC) with same designation as Assistant Registrar w.e.f. 14.08.2020</p>	Prof. S.P. Venkatesan Advisor, IITDM Kancheepuram	Member	Dr. Naveen Kumar Dean (Student Affair), IITDM Kancheepuram	Member	Dr. M. D. Selvaraj Dean (SRICCE), IITDM Kancheepuram	Member	Sh. A. Chidambaram Registrar, IITDM Kancheepuram	Member				
Prof. S.P. Venkatesan Advisor, IITDM Kancheepuram	Member												
Dr. Naveen Kumar Dean (Student Affair), IITDM Kancheepuram	Member												
Dr. M. D. Selvaraj Dean (SRICCE), IITDM Kancheepuram	Member												
Sh. A. Chidambaram Registrar, IITDM Kancheepuram	Member												
BoG-48(2021) - 9	Promotion of Non-Faculty members												
	<p data-bbox="451 982 1412 1161">As per the RPN norms the non- faculty members after completing the prescribed qualifying service are eligible for consideration to the promotion to next level based on the vacancy. The institute vide its promotion notice No. IITDM/PRPO/Admn/1/2020 dated 16.10.2020 invited application from eligible staff for promotion.</p> <p data-bbox="451 1171 1412 1266">The applicants were evaluated by the duly constituted Departmental Promotional Committee constituted as per clause 9 (6) of the statutes having Director as Chairman comprising following members:</p> <table border="1" data-bbox="451 1318 1404 1749"> <tr> <td data-bbox="451 1318 1117 1392">Prof. Banshidhar Majhi Director, IITDM Kancheepuram</td> <td data-bbox="1125 1318 1404 1392">Chairman</td> </tr> <tr> <td data-bbox="451 1392 1117 1465">Prof. S. Narayanan Advisor, IITDM Kancheepuram</td> <td data-bbox="1125 1392 1404 1465">Member</td> </tr> <tr> <td data-bbox="451 1465 1117 1539">Prof. S.P. Venkatesan Advisor, IITDM Kancheepuram</td> <td data-bbox="1125 1465 1404 1539">Member</td> </tr> <tr> <td data-bbox="451 1539 1117 1612">Dr. Naveen Kumar Dean (Student Affair), IITDM Kancheepuram</td> <td data-bbox="1125 1539 1404 1612">Member</td> </tr> <tr> <td data-bbox="451 1612 1117 1686">Dr. M. D. Selvaraj Dean (SRICCE), IITDM Kancheepuram</td> <td data-bbox="1125 1612 1404 1686">Member</td> </tr> <tr> <td data-bbox="451 1686 1117 1749">Sh. A. Chidambaram Registrar, IITDM Kancheepuram</td> <td data-bbox="1125 1686 1404 1749">Member</td> </tr> </table> <p data-bbox="451 1791 1412 1925">The committee evaluated the candidates on the basis of their performance in the APAR, written test and interaction. The committee set 50% marks as cut off for consideration. On the basis of the recommendations of the departmental promotion committee, the following staffs have been promoted with effect from</p>	Prof. Banshidhar Majhi Director, IITDM Kancheepuram	Chairman	Prof. S. Narayanan Advisor, IITDM Kancheepuram	Member	Prof. S.P. Venkatesan Advisor, IITDM Kancheepuram	Member	Dr. Naveen Kumar Dean (Student Affair), IITDM Kancheepuram	Member	Dr. M. D. Selvaraj Dean (SRICCE), IITDM Kancheepuram	Member	Sh. A. Chidambaram Registrar, IITDM Kancheepuram	Member
Prof. Banshidhar Majhi Director, IITDM Kancheepuram	Chairman												
Prof. S. Narayanan Advisor, IITDM Kancheepuram	Member												
Prof. S.P. Venkatesan Advisor, IITDM Kancheepuram	Member												
Dr. Naveen Kumar Dean (Student Affair), IITDM Kancheepuram	Member												
Dr. M. D. Selvaraj Dean (SRICCE), IITDM Kancheepuram	Member												
Sh. A. Chidambaram Registrar, IITDM Kancheepuram	Member												

01/01/2021. Annexure“E”				
S. No	Name	Incumbent Post	Promotion Post	Recommended under category
1.	Sh. A .Vigneshwaran	Junior Technical Superintendent (Pay Level: 6)	Technical Superintendent (Pay Level: 7)	UR
2.	Sh R Ramkumar	Junior Engineer (Pay Level: 6)	Assistant Engineer (Pay Level: 7)	UR
3.	Sh. G. Perumal	Senior Library Information Assistant (Pay Level: 6)	Superintendent (Library) (Pay Level: 7)	UR
4.	Sh. K. Kanagaram	Junior Technician (Pay Level: 3)	Senior Technician (Pay Level: 5)	UR
5.	Smt. P. Kavitha	Junior Assistant (Pay Level: 3)	Senior Assistant (Pay Level: 5)	UR
6.	Sh. G Venkatesh	Junior Assistant (Pay Level: 3)	Senior Assistant (Pay Level: 5)	UR
The Board noted the same.				
BoG-48(2021) - 10	Grant of EOL to pursue Post-Doctoral Fellowship			
<p>It is submitted that Dr. AsutoshKar, Assistant Professor Gr. I Dept. of Electronics and communication engineering has submitted an application to grant him EOL from 17th May 2021 to 31st July 2023 (2 year 2 months 14 days) to carry out Post-doctoral fellowship on ISOBEL project (Interactive Sound Zones for Better Living Project funded by the Innovation fund) at Aalborg University, Denmark under the supervision of Prof. Jan Ostergaard. The official communication will follow after the formal acceptance of Invitation from the Aalborg University.</p> <p>Dr. Asutosh Kar has joined the Institute on 11.05.2018 as Assistant Professor Grade II and currently serving as Assistant Professor Grade I.</p> <p>As per the provisions of leave rules under the statutes of IIITDM Kancheepuram:</p>				

Leave on Academic Grounds:

- 1. Leave can be granted for the purpose of academic growth of the regular faculty member for the beneficial purpose to the Institute in pursuit of excellence.*
- 2. The leave of absence overlapping two or more semesters shall be termed as long leave.*
- 3. The faculty after availing the leave is supposed to serve the Institute for a period which shall be specified by the Board.*

Eligibility

- 4. The eligibility for long leave state that the faculty should have served the Institute for five years after joining and the eligibility **can be relaxed up to two years for Assistant professor for the first time in their tenure.***
- 5. A faculty member shall be eligible for leaves only when it is ensured that the teaching and other academic activities of the institute shall not be jeopardized and Department has enough faculty members to handle the academic requirements.*

In this regard, it is submitted that

1. Dr. Asutosh Kar has joined the Institute on 11.05.2018 and does not have qualifying service of five years, however as per the norms the eligibility for grant of Long leave, the conditions can be relaxed up to two years for Assistant Professors for the first time in their tenure. This is his first application for grant of long leave and on extending the relaxation benefit of two years, he would have served the Institute for three years as on date of proposed grant of EOL from 17.05.2021.

2. Further, the faculty member has to serve the Institute for a period specified by the Board after availing the leave and a bond to this effect has to be furnished. It is submitted that the Dr. Asutosh kar may be asked to serve the Institute for a period of three years after availing the leave and he can be asked to execute the bond to the effect before proceeding on leave.

3. The Head of the Department of Electronics and Communication Engineering has recommended his case for consideration and certified that the department has enough faculty members to handle the academic requirement and the academic activity of the Institute shall not be jeopardized.

4. Dr. Asutosh Kar can be granted EOL on academic grounds as requested by him from 17th May 2021 to 31st July 2021 covering a period of four academic semesters and he shall be required to use the name of IITDM Kancheepuram in all affiliations during his research work at Aalborg University.

	<p>5. During the period of EOL he shall not be paid any salary and allowances by the Institute.</p> <p>The Board discussed the same and approved the proposal for grant of EOL with furnishing of Bond to serve the Institute for three years after availing the leave. Further, any request of extension of leave may not be entertained and violation any clause may lead to dismissal of his job.</p>
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The meeting concluded with thanks to the Chair.

Sd/-
(A. Chidambaram)
Registrar & Secretary

Sd/-
(Prof. Banshidhar Majhi)
Director

Sd/-
(Prof. S. Sadagopan)
Chairman, Board of Governors