

	INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING, KANCHEEPURAM, CHENNAI-127
	MINUTES OF THE 57th MEETING OF THE BOARD OF GOVERNORS
	Date : 23rd January 2023 (Monday) Time : 03:00 PM Venue : Board Room/Hybrid Mode

MEMBERS PRESENT:

- | | | |
|------------------------------|---|-----------|
| 1. Prof. S Sadagopan | : | Chairman |
| 2. Shri. Bhuvnesh Kumar, IAS | : | Member |
| 3. Shri. Sumit Gakhar | : | Member |
| 4. Prof. S Narayanan | : | Member |
| 5. Prof. David Koilpillai | : | Member |
| 6. Prof. M V Kartikeyan | : | Member |
| 7. Shri. A. Chidambaram | : | Secretary |

LEAVE OF ABSENCE GRANTED:

- | | | |
|---------------------------|---|--------|
| 1. Prof. V Kamakoti | : | Member |
| 2. Shri. B. Santhanam | : | Member |
| 3. Dr. Neeraj Mittal, IAS | : | Member |
| 4. Shri. Krishna GV Giri | : | Member |

GENERAL DISCUSSION:

The Chairman, Board of Governors welcomed the members to the meeting. The following presentations were made by the officials of the Institute.

JOSAA Admission:

The Board noted the admission statistics of UG, PG and Ph.D for the admission year 2022. The Board noted with concern the reducing number of PG admission and directed the institute to review the existing PG programme by an expert committee and the recommendation of the committee may be discussed in the Senate. Further, the Board also advised the Institute that the DASA seats may be allocated based on the demand for the courses and the proposal may be presented to the Senate accordingly.

NIRF Ranking:

The Board noted the details. The Board discussed the placement statistics and advised the Institute to strive for increase in average salary on par with other IIIT (CFTIs). The Board also advised the Institute to include the off campus placements also in the placement statistics. The Institute should strive for incremental growth every year and should be able to reach the higher ranking in couple of years.

MOU 22-23:

As per the direction of MoE, the quarterly review of the performance of the Institute in the light of MOU 22-23 signed with the Ministry was presented to the Board. The Board noted the details. The Board advised the Institute to fix the targets in a realistic manner and strive to achieve the same. The Board advised that the Institute to look in to the matter of Dual degree programme at the Senate in detail.

Sponsored Projects

The detail of the ongoing and completed projects for the FY 2022-23 was presented to the Board. The Board advised the Institute to strive for more number of projects and the young faculty needs to be trained in writing up the project proposals. The faculty needs to be impressed upon the need for getting projects for the Institute as it will bring in more research expertise, more publications, revenue and also improves the

NIRF ranking. The Board advised the Director to create a mechanism to incentivize the faculty so that they can contribute more to the Institute. The SRICCE office may put in place a robust system so as to support the faculty in their endeavor in the research projects and consultancy projects etc.

Budget Estimates:

The Board during the earlier meeting advised the Institute to present the budget requirement before the commencement of financial year so that the policy decisions are taken accordingly. The details were presented to the board and was informed that the allocation for the year is communicated by the Ministry after passage of Demand for Grant in the Parliament and details will be known in the month of April.

BOG-57 (2023)- 01	Confirmation of the 56th Meeting of Board of Governors held on 10th November 2022		
	The Minutes of 56 th meeting of Board of Governors held on 10 th November 2022 were circulated to all members of the Board. (Annexure A) and no comments were received from the members. The Board confirmed the minutes of 56th Meeting of the Board of Governors held on 10th November 2022		
BOG-57 (2023)- 02	Action taken report on the minutes of the 56th Meeting of the Board held on 10th November 2022		
	Item No.	Subject	Action Taken
	BOG-56 (2022)-07	To discuss and approve the Annual Report 2021-22 of the Institute	The Annual Report 2021-22 has been prepared in Hindi and English and forwarded to MoE on 09.01.2023 for laying in Parliament
	BOG-56 (2022)-08	To discuss and approve the Annual Accounts for FY 2021-22 of the Institute	The Annual Accounts for the FY 2021-22 has been prepared in Hindi and English and forwarded to MoE on 08.12.2022 for laying in Parliament.
	BOG-56 (2022)-11	To discuss the MoE letter on ensuring transparency in Recruitment and Procurement	As directed by the Board, the Purchase manual/Works manual is under preparation and will be submitted to Board. The Recruitment guidelines is also under preparation by Director and will be submitted to Board. The same will also be incorporated in the next Recruitment advertisement. The Board advised the Institute to complete the same before 31st March 2023 and compliance may be submitted to Board
	BOG-56 (2022)-13	The performance Review of Shri. A. Chidambaram, Registrar for extension of tenure	Orders issued for extending the tenure for two years.
	The Board noted the same.		
BOG-57 (2023)- 03	Confirmation 35th Meeting of Finance committee meeting held on 10th November 2022		
	The Minutes of 35th Meeting of the Finance Committee held on 10th November 2022 were presented to Board. (Annexure B) The Board noted the minutes of the Finance committee meeting and advised the Institute that the expenditure on the Convocation and other events conducted by the Institute may be incurred optimally and confirmed the Minutes of 35th Meeting of the Finance Committee held on 10th November 2022.		
BOG-57 (2023)- 04	Minutes of 49th meeting of the Senate held on 03rd November 2022		
	The Minutes of 49th Meeting of the Senate held on 03rd November 2022 were presented to the Board (Annexure C). The Board noted the same.		

BOG-57 (2023)-05	Communication of acceptance of the Resignation submitted by Shri B S Raghavan, Board Member by Ministry of Education															
	<p>Shri B S Raghavan, IAS (Retd.), Member of the Board, has sent a letter about resigning from the membership of Board of Governors of IIITDM Kancheepuram due to his old age and the Board had considered his request and recommended and forwarded the request to MoE for acceptance. The Ministry of Education vide Letter no. F.No. 48-5/2017-TS -1 dated 21st December 2022 has communicated about the acceptance of the resignation submitted by him with the copy to the Institute. <i>(Annexure D)</i></p> <p>The Board recalled his valuable contributions and support to the Board. The Board placed on record his contributions to the Institute during his tenure.</p>															
BOG-57 (2023)- 06	Nomination of Shri Bhuvnesh Kumar, Additional Secretary, as member of the Board of Governors of IIITDM Kancheepuram by MeitY, Government of India															
	<p>It is submitted that as per clause 13 of IIIT Act 2014, the Board of Governors of the Institute shall consist of “<i>One representative of Ministry of Electronics and Information Technology, Government of India Ex-officio</i>” and accordingly the Shri. Jaideep Kumar Mishra, Additional Secretary, MeitY has served as a member of our board. However, Shri. Jaideep Kumar Mishra has been transferred and the MeitY has nominated Shri Bhuvnesh Kumar, Additional Secretary, as new member of the Board of Governors of IIITDM Kancheepuram (Ex-officio).</p> <p>The Board welcomed Shri Bhuvnesh Kumar, Additional Secretary, MeitY to the Board. The Board placed on record the contributions made by Shri. Jaideep Kumar Mishra to the Board and the Institute</p>															
BOG-57 (2023)- 07	To report on promotion of non-Teaching staff of the Institute															
	<p>The Institute vide its notification No. IIITDM/PRPO/Admin/1/2022 dated 14.11.2022 has invited application from eligible staff for promotion for the post of Senior assistant and Senior Technician who have completed the residency period as per the per Recruitment and Promotion Norms (RPN) approved by the IIIT Council. The residency period for those posts is as under:</p> <ol style="list-style-type: none"> 1. Junior Technician (Pay Level 3) to Senior Technician (Pay Level 5) - 06 years 2. Junior Assistant (Pay Level 3) to Senior Assistant (Pay Level 5) - 06 years <p>The eligibility of the applicants was verified by the administration and the applicants were administrated a written test on their domain knowledge.</p> <p>The Departmental Promotion Committee (selection committee) was constituted as per the statutes. The committee met on 26.12.2022 to consider the candidature of staff for promotion.</p> <p>The evaluation was based on the performance in the written test, Annual Performance Appraisal Report and personal interaction. The committee recommended the candidates for the next level of promotion and the Director being the appointing authority has accorded the approval for their promotion. The Proceedings enclosed as <i>Annexure E</i>.</p> <p>The details are as under</p> <table border="1" data-bbox="316 1704 1442 1944"> <thead> <tr> <th>S. No</th> <th>Name</th> <th>Incumbent Post</th> <th>Promotion Post</th> <th>Date of offer of appointment</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Shri. R. Balaji</td> <td>Junior Assistant (Pay Level: 3)</td> <td>Senior Assistant (Pay Level: 5)</td> <td>26.12.2022</td> </tr> <tr> <td>2.</td> <td>Shri. A. Vijaya Bharathi</td> <td>Junior Technician (Pay Level: 3)</td> <td>Senior Technician (Pay Level: 5)</td> <td>26.12.2022</td> </tr> </tbody> </table> <p>Based on the approval of Director, the promotion orders were issued to selected candidates and the details were also uploaded in the DOPT mission recruitment portal.</p> <p>The Board noted the same.</p>	S. No	Name	Incumbent Post	Promotion Post	Date of offer of appointment	1.	Shri. R. Balaji	Junior Assistant (Pay Level: 3)	Senior Assistant (Pay Level: 5)	26.12.2022	2.	Shri. A. Vijaya Bharathi	Junior Technician (Pay Level: 3)	Senior Technician (Pay Level: 5)	26.12.2022
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2.	Shri. A. Vijaya Bharathi	Junior Technician (Pay Level: 3)	Senior Technician (Pay Level: 5)	26.12.2022												

To report on the recruitment of non-Teaching posts

The Institute vide its advertisement No. IIITDM/R/01/2021 dated 26.02.2021 had invited applications for various Group B and Group C Non- Teaching posts of Junior Engineer, Junior Assistant and Junior Technicians. The scrutiny committees have been constituted separately for each post by the director. The application received was considered and shortlisting was done by the respective scrutiny committees for the following posts.

1. Junior Engineer (Pay level 6)

2. Junior Assistant (Pay level 3)

and scrutiny and shortlisting of other posts are in progress and will be completed before the end of February 2023.

The recruitment process was carried out by conducting 3 levels of written exam. The scheme of examination is as under:

Level 1 (Screening test-objective type-OMR sheet)	For all the shortlisted candidates
Level 2 (Descriptive type)	Only for the qualified candidates in the Level 1 exam with a weightage of 60% for the Level 2 exam marks and 40% weightage for the Level 3 exam for preparing final merit list.
Level 3 (Practical exam)	

The setting up of questions, evaluation of answer sheets etc. were done by experts nominated by the Director and the exams was held in the month of November-December 2022. Thereafter, the selection Committees were constituted as per of the statute including SC/ST Member to finalise and recommend the candidates based on the examination scheme as mentioned above.

The selection committee met on **26.12.2022** and recommended the following candidates. The proceedings of the selection committees are enclosed as **Annexure F**. The Director is the appointing authority for Group 'B' and Group 'C' posts as per the IIIT Act and has approved the recommendation of the selection committees.

1. Junior Engineer (Civil)

Application Number	Name	Date of Birth	Category	Selected Category
2101JEC0104	GOVINDARAJAN SN	06-03-1993	OBC	UR

2. Junior Assistant

Application Number	Name	Date of Birth	Category	Selected Category
2101JA1473	SIVABALAN R	27-09-1995	OBC	UR – 1
2101JA1584	LOKESH ARUNACHALAM R	24-11-1996	UR	UR – 2
2101JA0168	AJAY E M	22-05-1991	OBC	OBC – 1
2101JA0196	SANTHOSH KRISHNA K	17-07-1995	OBC	OBC – 2
2101JA0339	MAHATHI DHANAVANTHAN E	27-04-1994	SC	SC – 1
2101JA0474	VEERARAGAVAN K	05-09-1995	SC	SC – 2

Based on the approval, the list of selected candidates was notified and the offer of appointment is issued to the selected candidates. The detailed of the selected candidates were also uploaded in the DOPT Mission recruitment portal as instructed by the Ministry.

The Board noted the same. Since, Government of India has directed the ministry to fill up all vacant posts immediately, the Ministry nominee to the Board advised the Institute to fill up all vacant posts on urgent basis by following the due process.

BOG-57 (2023)- 09	Recruitment for the post of Assistant Executive Engineer (Civil)						
	<p>The Institute vide its advertisement No. IIITDM/R/01/2021 dated 26.02.2021 had invited applications for the Post of Assistant Executive Engineer (01 UR) (Pay Level 10) along with Group B and Group C Non- Teaching posts. The application received was considered and shortlisting was done by the scrutiny committee constituted by the Director.</p> <p>The shortlisted candidates were invited for a screening test and the qualified candidates were interviewed by the selection committee constituted as per the statutes including SC/ST Member to recommend the candidates. The interview for the post was held on 26.11.2022 and the following candidate was recommended by the committee.</p> <p>As per provisions of IIIT Act, the Board of Governors is the appointing authority for all Group A posts. However, in view of urgent requirement, the Chairman, BoG was requested for approval for issue of offer of appointment to the recommended candidate.</p> <p>On the basis of approval of Chairman BoG, the offers for the post of AEE (Civil) have been made to the recommended candidate.</p> <table border="1" data-bbox="400 786 1401 913"> <thead> <tr> <th>S. No</th> <th>Position</th> <th>Name of the Candidate</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Assistant Executive Engineer (Civil)</td> <td>Shri. S. Pandian (Application No. 2101AEE0061)</td> </tr> </tbody> </table> <p>The offer of appointment was issued to the candidate on 26.12.2022 and the details of offer of appointment were also uploaded in the DOPT Mission recruitment portal website. The proceedings enclosed as Annexure G.</p> <p>The Board ratified the approval of the Chairman on the appointment of Assistant Executive Engineer (Civil)</p>	S. No	Position	Name of the Candidate	1.	Assistant Executive Engineer (Civil)	Shri. S. Pandian (Application No. 2101AEE0061)
S. No	Position	Name of the Candidate					
1.	Assistant Executive Engineer (Civil)	Shri. S. Pandian (Application No. 2101AEE0061)					
BOG-57 (2023)- 10	Pay Protection of Prof. M V Kartikeyan, Director						
	<p>It is submitted that Prof. M V Kartikeyan has joined the post of Director IIITDM Kancheepuram on lien from IIT Roorkee on 12.10.2022. Upon joining, his pay was fixed at Rs.2,10,000/- plus special allowance of Rs.11,250/- per month based on MoE orders. However, he has represented that he was holding the post of Professor (HAG) in IIT Roorkee and has joined the present post of Director on Lien basis. He was drawing a pay of Rs.2, 24,100/- per month at the time of his relief and his current pay in the parent department is more than the pay of Director at IIITDM Kancheepuram. He has enclosed the pay certificate issued by the IIT Roorkee in support of his pay drawn.</p> <p>In this regard, it is submitted that the MoE in similar case of pay protection of Director of IIIT (CFTI) (drawing more than the pay of Director in his parent department) has concurred for protection of pay with the stipulation that the “in case of drawl of pay of parent post, the special allowance will not be admissible and Basic pay plus Deputation allowance should not exceed Rs.2, 24,100/- per month.</p> <p>The request of Prof. M V Kartikeyan, Director was considered by the Chairman, BoG in the light of MoE decision and has accorded approval of Protection of Pay of Prof M.V. Kartikeyan with effect from his date of joining of the post of Director with the stipulation that Basic pay plus Deputation allowance should not exceed Rs.2, 24,100/- per month and he is not eligible to draw the Special allowance of Rs.11, 250/-.</p> <p>The Board ratified the approval of the Chairman on the protection of pay of Prof. M V Kartikeyan, Director as above.</p>						

BOG-57 (2023)- 11	Technical resignation of Dr. Manish Kumar Khandelwal Assistant Professor Grade I
	<p>It is submitted that Dr. Manish Kumar Khandelwal was appointed as Assistant Professor Grade I (Pay level 12) on 17th February 2022 in the Stream of Mathematics, Dept. of Science and Humanities.</p> <p>He has applied for the post of Assistant Professor (Grade I) in IIT (BHU) Varanasi and requested for No Objection Certificate (NOC) for attending the Interview in September 2022. His request for NOC was approved by the Director with the condition that in case of his selection, the faculty has to serve the notice period of three months as per the terms of offer of appointment.</p> <p>The faculty has got the offer of appointment from IIT (BHU) Varanasi as Assistant Professor (Grade I) and he has submitted his resignation on 25.11.2022 requesting for relief on 15.02.2023 with further the request to waive off the remaining days of notice period in order to join the post. The request for relief has been recommended by the Director on 30.12.2022 for consideration by the Board.</p> <p>As per Clause 10(7) of the statutes “An employee of the Institute may resign from his or her service by giving the appointing authority three months’ notice: Provided that the appointing authority may for sufficient reasons, either reduce this period or call upon the employee concerned to continue till the end of the academic session in which the notice is received.”</p> <p>As per above, Board may consider to approve to waive off the remaining notice period 10 days and relief from the Institute on 15.02.2023.</p> <p>The Board approved the request for relief and waived the shortfall of notice period of 10 days.</p>
BOG-57 (2023)- 12	To discuss and approve the SMIRE (Support for Major Interdisciplinary Research Equipment) Scheme-2023
	<p>It is submitted that Research expenditure (equipment/software) plays a vital role in building up the capacity of students in use of modern techniques/latest software etc. in the laboratories. It also helps the faculty and scholars in research which results in increase in number of publications, patents etc. Further, it also paves for getting more sponsored research projects. It is to mention that Research expenditure directly contributes in NIRF ranking.</p> <p>Hence, there is an urgent need to ramp up the research expenditure on capital heads and due to reduction in budgetary support from Ministry, it is desired to supplement the same with the corpus fund of the Institute. The corpus fund rules permit use of corpus fund for research expenditure and it is desired to formulate a scheme called the SMIRE (Support for Major Interdisciplinary Research Equipment) Scheme-2023.</p> <p>The scheme envisages interdisciplinary research amongst faculty with the defined objective. The award of the project/support shall be done by expert committee nominated by the Director. Further, it is proposed to initially restrict the award to Rs.1.50 crore per project and project is expected to be completed within 03 years and maximum of 04 projects per year will be awarded. The total expenditure of Rs.6.00 crore will be met from the corpus fund of the Institute.</p> <p>Due to this proposed scheme, the regular budgetary support for the research expenses including capital and consumable for major department will be Rs.50.00 lakhs per department. This initiative will be a game changer and will lead to focused research funding. The faculty will be thus gradually attracted towards collaborative research for the major programme. The proposal has been discussed in the deans committee meeting /HoD committee meeting and the respective committees have accorded approval for initiation of the scheme. The scheme is proposed to be commenced from FY 2023-24.</p> <p>The benefit of the scheme will be visible after 03 years and the outcome will surely lead to more publication, patent and better usage of research expenditure. The details of the scheme are enclosed as <i>Annexure H.</i></p> <p>The Director presented the details of the scheme to the Board. The Board appreciated the scheme and after discussion approved the SMIRE (Support for Major Interdisciplinary Research Equipment) Scheme-2023 and the expenditure will be met from the Corpus fund of the Institute.</p>

BOG-57 (2023)- 13	To discuss and approve the enhancement of Seed Grant Limit to Rs.10.00 lakhs per project
	<p>It is submitted that the Institute is having the Seed grant scheme for the young faculty to initiate research as they may not have any project in hand. The scheme helps them to procure basic research equipment in their research area and setting up of laboratories. This scheme also helps in writing project proposal and getting research grant from funding agencies.</p> <p>This scheme is in operation in all IITs/NITs/IIITs as it may attract the good faculty to join and set up the laboratories. The present scheme operated by the Institute provides support to the tune of Rs.5.00 lakhs in case of individual project proposal and Rs.10.00 lakhs if it is joint proposal.</p> <p>It is felt that the seed grant given now is insufficient for the research as IITs are giving a grant of Rs.25.00 lakhs to newly joining faculty. Therefore, it is proposed to increase the limit to Rs.10.00 lakhs per project with the cap of individual and joint proposal removed. Thus, the faculty can submit research proposal either individually or jointly and support will be to the maximum of Rs.10.00 lakhs. The project will have duration of Two years. A maximum of five project will be awarded and total expenditure of Rs.50.00 lakhs per annum is envisaged.</p> <p>The Board discussed the proposal and concurred that the seed grant scheme attracts new candidates to join the posts as faculty.</p> <p>The Board after discussion approved the proposal.</p>
BOG-57 (2023)- 14	Board Expert list for the Selection Committees
	<p>The selection committee for the recruitment of faculty has to be constituted as per the norms of the statutes. The selection panel consists of expert(s) nominated by the Board. Thus, a panel of experts as Board nominee has been prepared department wise by the Director and submitted to the Chairman BoG. The Experts for the selection committee would be constituted from this panel of experts. The panel will be utilized for selection committees till 31st December, 2025.</p> <p>The Board authorized the Chairman, BOG to approve the panel of Experts.</p>
BOG-57 (2023)- 15	To discuss and approve the guideline for the recruitment of Emeritus fellow, Visiting faculty, Adjunct faculty and Professor of Practice
	<p>It is submitted that the Board in its 55th meeting (Item No. 13) was presented the letter received from the Secretary, Department of Higher Education, Government of India about the report of the Committee on recruitment of faculty in IITs to develop Institute development plan as envisioned in NEP-2020 to improve the mobility of faculty between Institution and Industries. The Board was explained about the content of the letter and the Board had approved the item in principle to adopt the scheme and requested the Director to give a detailed implementation scheme in the next Board meeting.</p> <p>Accordingly, a new scheme has been prepared based on the scheme in vogue in IITs for the position of Emeritus Fellow, Visiting Faculty, Adjunct faculty and Professor of Practice. The Guidelines for the appointment of Emeritus Fellow, Visiting Faculty, Adjunct faculty and Professor-of Practice is enclosed as <i>Annexure I</i>.</p> <p>The item was presented in the 50th Senate meeting held on 19.01.2023 and the Senate has recommended the proposal for the consideration by the Board of Governors.</p> <p>The Board discussed and approved the guidelines for the position of Emeritus Fellow, Visiting Faculty, Adjunct faculty and Professor of Practice.</p>

The Meeting ended with thanks to the Chair.

**Sd/-
(A Chidambaram)
Registrar & Secretary**

**Sd/-
(Prof M V Kartikeyan)
Director & Member**

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