



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING, KANCHEEPURAM

MINUTES OF 60th MEETING OF THE BOARD OF GOVERNORS

Date	: 18 th March 2024 (Monday)
Time	: 11:30 AM
Venue	: Board Room/Hybrid Mode

MEMBERS PRESENT:

1. Dr. Sridhar Vembu : Chairman
2. Prof. MV Kartikeyan : Member
3. Prof. V Kamakoti : Member
4. Shri. Priyank Chaturvedi : Member
5. Prof. M Sreekumar : Member
6. Prof. Binsu J Kailath : Member
7. Shri. A. Chidambaram : Secretary

LEAVE OF ABSENCE GRANTED TO:

1. Shri. Dheeraj Kumar, IAS : Member
2. Shri. B Santhanam : Member
3. Shri. Krishna GV Giri : Member

GENERAL DISCUSSION:

The Chairman welcomed the Members to the meeting.

Taking over and relinquishment of charge as the Member of the Board:

The Secretary to the Board informed about the taking charge of Shri. Dheeraj Kumar, IAS Additional Chief Secretary, as new IT Secretary, Government of Tamil Nadu, (Ex-officio member of Board of IIITDM Kancheepuram.) The Board welcomed Shri. Dheeraj Kumar IAS into the Board. The Board also noted the relinquishment of charge by Shri. J Kumaragurubaran IAS, IT Secretary, Government of Tamil Nadu and placed on record his contributions to the Institute and support to the Board.

Further, the Board was informed about the relinquishment of charge by Shri. Kuntal Sensarma, Joint Secretary, MeITY, Gol (Ex-officio member of Board of IIITDM Kancheepuram) on his promotion and transfer. The Board placed on record his contributions to the Institute and support to the Board.

Presentation by the Director:

The Director briefed the academic and research activities being carried out at the Institute. The Director presented the details of the common facilities proposed to be established to conduct advanced research in core and multi-disciplinary areas of ECE, ME, CSE, Physics, Manufacturing and Materials etc. Accordingly, the following advanced equipment are proposed to be procured:

1. High Performance Computing Centre.
2. Material Characterization facility consisting:
 - XRD
 - FESEM

The equipment will be procured from the IRG of the Institute duly following the Government of India norms.

The comments received on the agenda points from the Ministry was placed in the meeting.

BOG-60(2024)- 01	Confirmation of minutes of the 59th Meeting of the Board of Governors held on 01.09.2023																										
	<p>The minutes of 59th meeting of Board of Governors held on 01st September 2023 was circulated to all the members of the Board. (Annexure A). No comments were received from the members.</p> <p>The Board confirmed the minutes of 59th Meeting of Board of Governors held on 01.09.2023</p>																										
BOG-60(2024)- 02	Action taken report on the minutes of the 59th Meeting of the Board of Governors held on 01.09.2023																										
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BOG-60(2024)- 03	Confirmation of minutes of the 5 th meeting of the Research Council held on 23.01.2024														
	<p>The 5th meeting of the Research Council was held on 23.01.2024 and the minutes of the meeting is enclosed for information. (Annexure B)</p> <p>The salient points of discussions are as under:</p> <table border="1" data-bbox="261 338 1554 853"> <thead> <tr> <th data-bbox="261 338 719 383">Subject</th> <th data-bbox="719 338 1554 383">Discussion/ Resolution</th> </tr> </thead> <tbody> <tr> <td data-bbox="261 383 719 618">Support for Major Interdisciplinary Research Equipment (SMIRE) scheme</td> <td data-bbox="719 383 1554 618">The research council stressed the alignment of proposals submitted to SMIRE with the department's research thrust areas. Additionally, high-end equipment proposed must demonstrate potential for a decade or more of usage. The proposal should also highlight the commitment of in-house faculty to utilize the equipment and collaborate with industry and other colleges to generate funds for maintenance.</td> </tr> <tr> <td data-bbox="261 618 719 853">Progress of Institute Seed grant</td> <td data-bbox="719 618 1554 853"> <p>The Research Council emphasized the need for an increased grant award in the range of Rs. 20.00 lakh to Rs. 25.00 lakh to provide greater support and impact.</p> <p>The matter is being taken up separately as agenda for consideration by the Finance Committee/Board.</p> </td> </tr> </tbody> </table> <p>The Board confirmed the minutes of 5th meeting of the Research Council held on 23.01.2024</p>	Subject	Discussion/ Resolution	Support for Major Interdisciplinary Research Equipment (SMIRE) scheme	The research council stressed the alignment of proposals submitted to SMIRE with the department's research thrust areas. Additionally, high-end equipment proposed must demonstrate potential for a decade or more of usage. The proposal should also highlight the commitment of in-house faculty to utilize the equipment and collaborate with industry and other colleges to generate funds for maintenance.	Progress of Institute Seed grant	<p>The Research Council emphasized the need for an increased grant award in the range of Rs. 20.00 lakh to Rs. 25.00 lakh to provide greater support and impact.</p> <p>The matter is being taken up separately as agenda for consideration by the Finance Committee/Board.</p>								
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	<p>It is informed that 53rd meeting of the Senate was held on 25th August 2023 and 54th meeting of the Senate was held on 17th November 2023. The minutes of the meeting is enclosed as Annexure C1 & C2.</p> <p>The salient points of discussions are as under:</p> <table border="1" data-bbox="261 1252 1554 1944"> <thead> <tr> <th data-bbox="261 1252 608 1296">Subject</th> <th data-bbox="608 1252 1554 1296">Discussion/Resolution</th> </tr> </thead> <tbody> <tr> <td colspan="2" data-bbox="261 1296 1554 1346" style="text-align: center;">53rd Meeting of Senate</td> </tr> <tr> <td data-bbox="261 1346 608 1514">Admission status of B.Tech./ Dual Degree/ M.Tech. Programmes during the Academic Year 2023-24</td> <td data-bbox="608 1346 1554 1514">The details are enclosed in the minutes. The Senate took note of the admission status. In case of PG programmes, the Senate advised the Institute to constitute a committee comprising internal as well as external experts to review the on-going PG programmes and to make suitable recommendations including introduction of new programmes; enhancing the outreach etc. so as to improve the PG admission status.</td> </tr> <tr> <td data-bbox="261 1514 608 1648">MoU between IIITDM Kancheepuram and IIT Tirupati</td> <td data-bbox="608 1514 1554 1648">The Senate noted the details of MoU between IIITDM Kancheepuram and IIT Tirupati.</td> </tr> <tr> <td colspan="2" data-bbox="261 1648 1554 1697" style="text-align: center;">54th Meeting of Senate</td> </tr> <tr> <td data-bbox="261 1697 608 1805">Enhancement of HTRA to Ph.D. Scholars</td> <td data-bbox="608 1697 1554 1805">The Senate, after deliberation, approved the enhancement of HTRA as per the provisions of the MoE letter dated 13.09.2023 circulated to all CFTIs.</td> </tr> <tr> <td data-bbox="261 1805 608 1944">Financial Assistance to Ph.D. Scholars for attending reputed International Conferences</td> <td data-bbox="608 1805 1554 1944"> <p>The Senate, after deliberation, approved the proposal of granting financial assistance to Ph.D. Scholars for attending international conferences.</p> <p>The proposal is being placed in the Finance Committee/Board as a separate agenda.</p> </td> </tr> </tbody> </table> <p>The Board confirmed the minutes of 53rd meeting of the Senate held on 25.08.2023 & 54th meeting of the Senate held on 17.11.2023</p>	Subject	Discussion/Resolution	53rd Meeting of Senate		Admission status of B.Tech./ Dual Degree/ M.Tech. Programmes during the Academic Year 2023-24	The details are enclosed in the minutes. The Senate took note of the admission status. In case of PG programmes, the Senate advised the Institute to constitute a committee comprising internal as well as external experts to review the on-going PG programmes and to make suitable recommendations including introduction of new programmes; enhancing the outreach etc. so as to improve the PG admission status.	MoU between IIITDM Kancheepuram and IIT Tirupati	The Senate noted the details of MoU between IIITDM Kancheepuram and IIT Tirupati.	54th Meeting of Senate		Enhancement of HTRA to Ph.D. Scholars	The Senate, after deliberation, approved the enhancement of HTRA as per the provisions of the MoE letter dated 13.09.2023 circulated to all CFTIs.	Financial Assistance to Ph.D. Scholars for attending reputed International Conferences	<p>The Senate, after deliberation, approved the proposal of granting financial assistance to Ph.D. Scholars for attending international conferences.</p> <p>The proposal is being placed in the Finance Committee/Board as a separate agenda.</p>
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BOG-60(2024)- 06	Report on the appointment of New Deans and HoDs of the Institute																				
	<p>It is submitted that in pursuance to Clause no. 16(b) of the statutes of the Institute, due to appointment of new Professors in the Institute and to use their experience as HoDs, the following faculty members are appointed as the new Heads of Departments as per the details given below:</p>																				

S#	Name	Department	From	To
1.	Prof. Naveen Kumar	Sciences and Humanities	09.02.2024	31.03.2026 or till further orders
2.	Prof. B Sivaselvan	Computer Science and Engineering		
3.	Prof. B Raja	Mechanical Engineering		

Further, in pursuant to Clause no. 16(a) of the statutes of the Institute and appointment of new Professors in the Institute and to use their experience as Deans, the following faculty members were appointed (with the approval of Chairman, Board of Governors of the Institute) as the new Deans as per the details given below:

S#	Name	Position	From	To
1.	Prof. Binsu J Kailath Department of ECE	Dean-Faculty Affairs	09.02.2024	31.03.2026 or till further orders
2.	Prof. K Jayabal Department of ME	Dean-Academic Affairs		
3.	Prof. V Masilamani Department of CSE	Dean-Student Affairs		
4.	Prof. S Jayavel Department of ME	Dean-Sponsored Research (SRICCE) and Planning		
5.	Prof. MD Selvaraj Department of ECE	Dean-Design, Innovation and Incubation		

The Board noted the same.

BOG-
60(2024)- 07

To report on the promotion of Non-Teaching staff of the Institute

The Institute vide its notification No.IIITDM/PRPO/Admn/1/2023 dated 20.11.2023 has invited application from eligible staff for promotion to the eligible staff members who have completed the residency period as per the Recruitment and Promotion Norms (RPN) approved by the IIIT Council. The staff members in the senior Technician only are due for promotion now and have applied for the promotion post.

The residency period for those posts is as under:

1. Senior Technician (Pay Level 5) to Junior Technical Superintendent (Pay Level 6) - 05 years

The eligibility of the applicants was verified by the administration and the applicants were administered a written test on their domain knowledge. The Departmental Promotion Committee (selection committee) was constituted as per the statutes. The committee met to consider the candidature of staff for promotion. 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 to Junior Technical Superintendent (**Annexure-E**).

The Director being the appointing authority has accorded the approval for their promotion. 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.

The details are as under:

S. No	Name	Incumbent Post	Promotion Post	Date of offer of appointment
1.	Sh. Aswinraj M	Senior Technician (Pay Level 5)	Junior Technical Superintendent (Pay Level 6)	29.12.2023
2.	Dr. Manimegalai K	Senior Technician (Pay Level 5)	Junior Technical Superintendent (Pay Level 6)	29.12.2023

The Board noted the same.

BOG-60(2024)- 08

To report on the recruitment of Non-Teaching posts

The Institute vide its advertisement Advt. No: IIITDM/NT/R/01/2023 dated 16.06.2023 had invited ONLINE applications for various Group B and Group C posts of Junior Technical Superintendent (CSE), Junior Technical Superintendent (Design), Junior Superintendent (Library), Junior Assistant, Junior Technician (CSE), Junior Technician (ME), Junior Technician (ECE), Junior Technician (Design) and Junior Technician (Physics) duly following the reservation norms for the vacancies arisen based on the reservation roster.

The scrutiny committees were constituted separately for each post by the Director. The online applications received within the cut-off date were considered and shortlisting were done by the respective scrutiny committees.

The scheme of examination was as under:

- **Level-1 Screening test** followed by **Level-2 written test** and **Level-3 Practical test** for the candidates shortlisted in Level-1.
- The weightage of 60% and 40% marks obtained in levels 2 & 3 respectively will be taken into account for the preparation of final merit list.

The Tests (Level 1, 2 & 3) were conducted in the month of November, 2023 and the selection committee were constituted as per the clause 9(6) of the statutes of the Institute.

As per clause 32 of IIIT Act, the Director is the appointing authority for all Group B&C posts and with the approval of Director, offer of appointments were issued to the recommended candidates and details were updated in the mission recruitment portal of the DoPT, Govt. of India. The details are as under:

Name of the Post	Pay Level	Application No.	Name of Candidate	Category of the Candidate	Selected Category
Junior Superintendent (Library)	06	2301JSL0132	HARIKRISHNAN NS	OBC-NCL	UR
Junior Technical Superintendent (Design)		2301JTSD0013	BANDARU CHAKRA PRASANNA	UR	UR
Junior Technical Superintendent (CSE)		2301JTSC0012	ARAVINDAN S	OBC-NCL	UR
Junior Assistant	03	2301JA0255	A MOHAMED MEERAN	OBC-NCL	UR
		2301JA0245	GOKULA KANNAN T	OBC-NCL	OBC-NCL
		2301JA0738	VIJAY KUMAR R	OBC-NCL	OBC-NCL
		2301JA0008	ENIYANKUMAR R	SC	SC
		2301JA0207	PARTHIBAN	SC	SC
Junior Technician (ME)		2301JTM0067	VASUDEVAN K	OBC-NCL	UR
		2301JTM0055	GOWTHAM T	OBC-NCL	OBC-NCL
		2301JTM0146	JANARTHANAN A	SC	SC
		2301JTE0056	ARJUNAN D	OBC-NCL	OBC-NCL
Junior Technician (ECE)		2301JTE0002	TAMILARASAN D	SC	SC
Junior Technician (Design)	2301JTD0014	VASUDEVAN K	UR	UR	
Junior Technician (CSE)	2301JTC0024	NIRMAL J	OBC-NCL	UR	
	2301JTC0003	A S KAMALIESWARI	UR	UR	
	2301JTC0026	ABEY EALIYAS	OBC-NCL	OBC-NCL	
	2301JTC0004	ASWIN A	OBC-NCL	OBC-NCL	
	2301JTC0052	KAMALAKANNAN M	SC	SC	

The Board noted the same.

BOG-60(2024)- 09

Global Tender Enquiry (GTE) for the procurement of equipment

It is submitted that there is a requirement of “**Confocal Microscope Imaging Setup**” for research purpose in the Department of Electronics and Communication Engineering at the estimated cost of Rs. 1.30 Crore. As per GFR and Government of India Make in India Policy, all the government and autonomous Institute are required to procure the item from Indian manufacturer only for any procurement value less than Rs.200.00 Crore.

Accordingly, tenders have been floated in the CPPP portal duly compiling with the Make in India Policy Guidelines. Due to non-receipt of bids, the tender has been refloated two times. However, no bids have been received from Indian manufacturers (Class I and Class II suppliers as per norms). The indenter has submitted that the item is not manufactured in India and Global tender needs to be floated. Hence, as per the guidelines, the proposal to float Global Tender Enquiry needs to be approved by the Secretary-HE, MoE and the matter to be placed before the Board of Governors.

Due to urgent requirement to complete the research work, with the approval of Director, the proposal for approval was sent to MoE on 03.01.2024 with an undertaking that the proposal will be placed in the meeting of the board as a reporting item. The Ministry vide letter no. F.No. 48-3-2023-TS. I dated 27.02.2024 has accorded approval for GTE tender. **(Annexure F)** Based on the approval, the Institute has floated the Global Tender.

The Board noted the same.

BOG-60(2024)- 10

To ratify the selection of Professor, Associate Professor and Assistant Professor (Gr-I) at the Institute

It is submitted that the Institute has released the advertisement for the faculty positions of Professor, Associate Professor and Assistant Professor (Gr-I) vide Advt. No: IIITDMK/R/2/2023 dated 24.10.2023 and the same has been uploaded in the Institute website and also published in the newspapers for wide publicity. The details of notified post/department are as under.

Post	Department/Stream
Professor (Pay matrix level 14A as per 7th CPC)	<ul style="list-style-type: none"> • Computer Science and Engineering (CS) • Mechanical Engineering (ME) • Mathematics (MA) • Physics (PH)
Associate Professor (Pay matrix level 13A2 as per 7th CPC)	<ul style="list-style-type: none"> • Computer Science and Engineering (CS) • Electronics and Communication Engineering (EC) • Mechanical Engineering (ME) • Mathematics (MA) • Physics (PH)
Assistant Professor Grade-I (Pay matrix level 12 as per 7th CPC)	<ul style="list-style-type: none"> • Computer Science and Engineering (CS) • Electronics and Communication Engineering (EC) • Mechanical Engineering (ME) • Mathematics (MA) • School of Interdisciplinary Design and Innovation (SIDI)

The last date of receipt of online application was 30th November 2023. The online applications received were scrutinized by the duly constituted scrutiny committee. The committee has submitted its recommendation along with the list of shortlisted candidates for further recruitment process.

Accordingly, it has been decided that (as per the existing practice), shortlisted candidates will be subjected to the following evaluation processes for the final selection.

Post	Processes
Professor (Pay Level-14A)	<ol style="list-style-type: none"> 1. Seminar Presentation 2. Interview for the candidates shortlisted from the Seminar Presentation
Associate Professor (Pay Level- 13A2)	
Assistant Professor Gr-I (Pay Level-12)	

The expert committees constituted department/stream-wise (including external experts) evaluated the candidates during the seminar presentation and recommended the candidates for the interview.

The selection committees for the Interviews were constituted for each department/stream from the approved list of experts of the Board and Senate as per the Statutes of the Institute.

The seminar presentations and Interviews were held from 19.01.2024 to 31.01.2024. The selection committees followed the norms of reservation of Government of India.

The details of the recommended candidates by the respective Selection Committees are as under,

S #	Department/ Stream	Post (Pay Level)	Application No.	Name of the Candidate	Category (as per the Application)	Selected Category
1.	Computer Science and Engineering	Professor (L-14A)	230214C0424	V MASILAMANI	UR	UR
2.			230214C0006	SIVASELVAN B	UR	UR
3.		Associate Professor (L-13A2)	----NONE APPEARED FOR SEMINAR PRESENTATION----			
4.		Assistant Professor Gr-I (L-12)	230212C0508	PANDIRI VENKATESH	UR	UR
5.			230212C0616	RAM PRASAD PADHY	UR	UR
6.	Mechanical Engineering	Professor (L-14A)	230214ME0002	S JAYAVEL	UR	UR
7.			230214ME0081	RAJA B	UR	UR
8.			230214ME0339	JAYABAL K	OBC-NCL	OBC-NCL
9.	Mechanical Engineering	Associate Professor (L-13A2)	230213ME0599	S GOWTHAMAN	UR	UR
10.			230213ME0004	P KALPANA	OBC-NCL	OBC-NCL
11.		Assistant Professor Gr-I (L-12)	230212ME0407	KISHOR KUMAR GAJRANI	UR	UR
12.			230212ME0019	J VENKATARAMANI	UR	UR
13.	Mathematics	Professor (L-14A)	-----NONE FOUND SUITABLE-----			
14.		Associate Professor (L-13A2)	-----NONE FOUND SUITABLE-----			
15.		Assistant Professor Gr-I (L-12)	-----NONE FOUND SUITABLE-----			
16.	Physics	Professor (L-14A)	-----NONE SHORTLISTED BY THE SCREENING COMMITTEE-----			
17.		Associate Professor (L-13A2)	230213P0399	MANJUSHA BATTABYAL	UR	UR
18.	SIDI	Assistant Professor Gr-I (L-12)	-----NONE FOUND SUITABLE-----			
19.	Electronics and Communication Engineering	Associate Professor (L-13A2)	----NONE APPEARED FOR SEMINAR PRESENTATION----			
20.		Assistant Professor Gr-I (L-12)	230212E0324	PAL UTTAM MRINAL	UR	UR
21.			230212E0866	ROHINI P	OBC-NCL	OBC-NCL

It is submitted that the Ministry of Education has instructed for filling up of post in mission mode and release of offer of appointments/updating the details periodically in the mission recruitment portal of the DoPT, Govt. of India. The Proposal was placed for Chairman, BoG for approval. With the approval of the Chairman, Board of Governors, the offer of appointment was issued to the selected candidates. The appointee details is updated in the reservation roster maintained for the faculty.

The Board ratified the approval of the Chairman on the selection of Professor, Associate Professor and Assistant Professor (Gr-I) at the Institute.

BOG-
60(2024)- 11

To ratify the selection of Technical Officer in ECE and CSE at the Institute

It is submitted that the Institute had notified the following vacancies of Non-teaching posts of Group A vide Advt. No: IIITDM/NT/R/01/2023 dated 16.06.2023.

S#	Name of the Post	No. of vacancies	Pay Matrix Level as per 7th CPC
1.	Technical Officer (CSE)	01(UR)	10
2.	Technical Officer (ECE)	01(UR)	10

The notified scheme of examination for the posts are as under:

- Level-1 Screening test followed by Level-2 (written test) and Level-3 (Interview) for the candidates shortlisted in Level-1.
- The weightage of 60% and 40% marks obtained in levels 2 & 3 respectively will be taken into account for the preparation of final merit list.

The recruitment processes were conducted in the last week of November, 2023. The selection committees were constituted as per the statutes of the Institute.

It is submitted that the Ministry of Education has instructed for filling up of post in mission mode and release of offer of appointments/updating the details periodically in the mission recruitment portal of the DoPT, Govt. of India.

As per the clause 32(a) of the IIIT Act, the Board is the appointing authority for the Group A posts of Non- Academic staff and accordingly, a note was submitted to the Chairman, Board of Governors for approval of the recommendations of the Selection Committee. With the approval of the Chairman, Board of Governors, the offer of appointment was issued to the following selected candidates.

Name of the Post	Pay Level	Application No.	Name of Candidate	Category of the Candidate	Selected Category
Technical Officer (CSE)	10	2301TOC0003	R. NAGARAJAN	UR	UR
Technical Officer (ECE)	10	2301TOE0018	PAVITHRA P	OBC-NCL	UR

The Board ratified the approval of the Chairman on the selection of Technical Officer in ECE and CSE at the Institute.

BOG-
60(2024)- 12

Financial Assistance to Ph.D. Scholars for attending reputed International Conferences

It was informed that the Institute is receiving multiple requests from scholars for financial support for their participation in reputed international conferences held outside the country. It is also observed that IITs and other Institutes of national importance extend support to scholars in this regard. It was further submitted that the MoE vide their letter dated 13.09.2023 on the subject of revision of HTRA to PhD scholars mentioned that

"In order to further enhance value, quality and experience in doctoral research, the proposal to incentivize research output will be considered separately and modalities for its implementation will be evolved."

Accordingly, in order to add value and quality and also to incentivize and encourage their research output in the reputed international conference, the proposal of the Institute to provide financial support to participate in reputed International conferences held abroad was placed for approval of the Senate. Under the proposal, the Institute may grant financial support up to a maximum of Rs. 60,000 to Rs.1,00,000/ (based on Region) to all regular HTRA research scholars excluding scholars registered under NHTRA, Part-time, External; Project, and PEE categories. The scholars will be permitted to utilize the amount for participation in only one conference during the tenure of their program. The expenditure will be met from the internal resources of the Hostel corpus Fund.

The proposal was deliberated in the Finance committee and the Finance committee had recommended the scheme for consideration by the Board. The detailed eligibility and other conditions governing the proposal are placed as **Annexure-G**.

The Board discussed the proposal and approved the same. The expenditure will be met from the internal resources(Hostel corpus Fund).

BOG-60(2024)- 13	<p>To discuss and approve the guidelines for the “IIITDM Employees Benevolent Fund Rules 2023”</p>
	<p>It is submitted that the emergent and unforeseen situations like sudden and serious illness or death of employees may leave the families in great financial distress. At such times, benevolence in the form of financial assistance must be available to the family members to overcome the situation. Many Institutes like IITs / NITs are having a benevolent scheme for their employees.</p> <p>Accordingly, the Director had constituted a committee to study the demand and draft the modalities and rules regarding the benevolent fund. The committee discussed in detail and prepared a rules for the staff benevolent rules and it is attached in Annexure H.</p> <p>The proposal was placed before the Finance Committee and the committee deliberated the scheme details and concurred the need of such schemes in the Institute. The Finance Committee recommended the “IIITDM Employees Benevolent Fund Rules 2023” to Board for approval with following changes. The subscription fees for all the members will be Rs. 1200/- per annum. Initial support of Rs. 5.00 lakhs to be given from Internal Revenue Generation of the Institute in the first year which may be recouped in subsequent years based on the requirements if any.</p> <p>The Board discussed the proposal and during the discussion the member of the Board observed that the sum of Rs. 2.00 Lakhs is very meagre in case of death of an employee as the family will deprived of the livelihood. Hence, a term insurance policy of appropriate amount will help the bereaved family. Such schemes are prevalent in many IITs and such scheme can be adopted.</p> <p>The Board discussed the proposal and noted the observation of the Finance Committee and approved the IIITDM Employees Benevolent Fund Rules 2023. The board directed the Institute to maintain a separate account and the books of accounts shall be presented to the Finance Committee periodically.</p> <p>The Board took note of the suggestion of the Board member about the group term insurance policy and verified the details of the term insurance scheme prevalent in some of the IITs presented on the table. The group term insurance carries its own benefit and will certainly help the family at distress. Accordingly, the Board approved in-principle the contributory group term insurance policy for the employees and authorized the Director to work out the modalities of implementation.</p>
BOG-60(2024)- 14	<p>To adopt the Payment of gratuity Act 1972 for the employees of IIITDM Kancheepuram covered under New Pension Scheme</p>
	<p>It is submitted that the Institute had received the Ministry of Education letter vide F.No 54-15/2021-TS.1 dated 20 Dec 2022 and Ministry’s Office Memorandum F.No.15-2/2022-TC dated 16th December, 2022 regarding applicability of payment of gratuity Act,1972 to educational institutions under the Ministry of Education. The copy of the MoE order is enclosed in Annexure-I.</p> <p>The proposal was placed before the Finance Committee and the committee discussed and recommended to Board for adoption of the Payment of Gratuity Act 1972.</p> <p>The Board noted the MoE order in this regard. Based on the recommendation of the Finance Committee, the Board approved to adopt the payment of gratuity Act 1972 for the employees of IIITDM Kancheepuram covered under New Pension Scheme</p>
BOG-60(2024)- 15	<p>To discuss and approve the Purchase manual and Internal audit manual of the Institute</p>
	<p>A purchase manual and an internal audit manual have been prepared by the Institute detailing the procedure and process to be followed for the procurement of goods and services and for the internal audit based on the extant guidelines of the Govt. of India.</p> <p>Both the manuals have been duly vetted by the Committees constituted by the Director. The purchase manual and audit manuals are attached as Annexure J & K.</p> <p>The proposal was placed before the Finance Committee and the committee discussed and recommended the Purchase manual and internal audit manual of the Institute to Board for consideration and approval.</p> <p>The Board appreciated the effort of the Institute in preparing Purchase manual and Internal audit manual and approved the same.</p>

BOG-60(2024)- 16	To discuss and approve the Hostel Corpus Fund Rules.
	<p>The Institute has created the “corpus fund scheme” from the savings derived from the operation of mess billing/dinning charges of the hostel every year and is shown as “Student amenities Fund” in the Hostel Account. In order to utilize the amount for students’ welfare purposes, the Director had constituted a committee to prepare the guidelines for the utilization of student corpus fund for consideration. The committee deliberated and finalized the “Hostel Corpus Fund Rules” (Annexure L).</p> <p>The proposal was placed before the Finance Committee. The Finance Committee appreciated the scheme and discussed the student corpus fund rules in detail. The Finance Committee after deliberation, recommended the Student Corpus Fund rules to the Board with an inclusion of a provision for inter head adjustment in the various head of expenditure by keeping the total expenditure limit unchanged.</p> <p>The Board deliberated the matter along with the agenda no. BOG-60(2024)-12 which requires budget allocation from the Hostel Corpus Fund. Thus, this expenditure will be booked under the head “<i>Scientific/ Professional/ Technical club-activities</i>” and accordingly, advised the Institute to increase the fund allocation under this head to Rs. 20 Lakhs/year. Thus, the total allocation shall be Rs.30.00 lakhs per year for utilization.</p> <p>The Institute explained about the scheme. The savings derived from the dining charges paid by the students were created as students amenities fund. The Board appreciated the initiative of the Institute and the usage of the fund for the students welfare activities exclusively.</p> <p>The Board after discussion approved the Hostel corpus fund rules and the expenditure shall be charged to “Student Amenities Fund” of the Hostel account. Since the fund is created from the savings derived from the dining charges paid by the students, proper books of accounts for this fund (receipt and payment) shall be maintained and presented to the Finance Committee annually.</p>
BOG-60(2024)- 17	To deliberate and recommend the Enhancement of Institute Seed Grant for the new faculty members
	<p>It is submitted that the Institute seed grant scheme aims to offer initial funding to faculty members who are embarking on new research endeavors, enabling them to generate preliminary data and enhance their proposals for external funding opportunities. Accordingly, the Institute offers a seed grant of Rs.10.00 lakh to the new faculty members. However, the Research Council deliberated the matter and decided that the very objective of Institute seed grant is to attract talented faculty and fostering their retention within the Institute and institutional research growth. After discussion the council recommended an increased grant in the range of Rs.20.00 lakh to Rs.25.00 lakh for greater support and impact.</p> <p>The proposal was placed before the Finance Committee. The Committee deliberated the matter and recommended the enhancement of seed grant to Rs. 20.00 lakhs per newly joined faculties and instructed to follow Govt. norms in the procurement of equipment and consumables under the seed grant.</p> <p>The Board deliberated and approved the recommendation of the Finance Committee for the enhancement of seed grant to Rs. 20.00 lakhs per newly joined faculties from the FY 2024-25.</p>
BOG-60(2024)- 18	To discuss and recommend for the increase in the allocation of Innovation fund from 1% to 5% of the general budget.
	<p>It is submitted that the Finance Committee in its 32nd meeting had recommended for the creation of the Innovation Fund at the rate of 0.50% subject to maximum of 1.00% of the annual budget under General head (OH-31) of revenue grant for every year. Accordingly, Rs.14.00 lakh was utilized in the FY 2022-23 towards Innovation Fund to create an ecosystem and encourage students and faculty for innovation and startups.</p> <p>However, the Research Council deliberated the matter and discussed that the innovation at the Institute need to be taken to greater heights which will help to achieve better ranking. The Research Council recommended for increase of innovation fund from 1% to 5% of the General Revenue expenditure.</p> <p>It is not out of place to mention that the Institute has achieved the distinction of 8th position in NIRF Innovation ranking 2023 and ranked in the band of 100-150 in NIRF 2023 engineering ranking and such expenditure on innovation will boost the ranking of the Institute.</p> <p>The proposal was placed before the Finance Committee. The Finance Committee deliberated and resolved that there should not be any earmarking of funds towards Innovation fund. However, Institute may spend a certain amount based on the requirement at its own discretion as the expenditure will be included and met out from the General Budget (OH – 31).</p> <p>The Board noted the recommendation of the Finance committee. The Board after discussion instructed to adhere to the recommendation of the Finance Committee for the utilization of Innovation fund.</p>

BOG-60(2024)- 19	<p>To discuss and approve taking up of Directorship in private company by Institute faculty</p>
	<p>It is submitted that Dr. Kalpana Settu, joined IIITDM on 1st June 2022 as Assistant Professor (Grade-1) in the Department of Electronics and Communication Engineering. Before joining IIITDM, she was in Taiwan for nearly 15 years. She was an Associate Professor in the Department of Electrical Engineering at National Taipei University, Taiwan with research work focusing on bioelectronics and biosensors for industrial and medical applications. During her stay at National Taipei University, she had collaborated with C.C.P. Contact Probes Co., LTD (Taiwan Company). CCP Contact Probes is a global manufacturer specializing in the design and production of spring-loaded probes and connectors which are applied in many fields including consumer electronics, EV charging and semiconductor testing. Their products are used by industry leaders such as TSMC, Foxconn, Intel, SPIL, and Skyworks.</p> <p>C.C.P. Contact Probes Co., LTD (Taiwan Company) is establishing a manufacturing subsidiary unit in Bangalore, India, where she was invited to be a Non-Executive Resident Director on the board of C.C.P. Contact Probes Co. Ltd. India Subsidiary in Bangalore.</p> <p>As it would be a good opportunity to have a possible research collaboration with C.C.P. Contact Probes Co., LTD in line with their R&D. Also, they promised to create intern and job opportunities for our students in their Indian premises or HQ in Taiwan. Hence, this opportunity may be beneficial for my professional growth and also for our Institute. In this regard, she had requested for permission to act as a non-executive director in C.C.P. Contact Probes Co. Ltd. India Subsidiary.</p> <p>Considering the case, the Director has given an interim approval to take up the position. The proposal is placed for consideration and approval.</p> <p>The invitation letter from C.C.P. Contact Probes Co. Ltd. Is enclosed as Annexure M</p> <p>The Board deliberated the matter and the Director has explained that the faculty member will not receive any remuneration from the company for her role and shall receive only the sitting fee for attending the board meeting and taking up this Directorship shall promote research collaboration and this practice is prevalent in IITs.</p> <p>The Board noted the same and concurred with the approval given to Dr. Kalpana S, Department of ECE for taking up of Directorship (non-executive) in C.C.P. Contact Probes Co. Ltd. India Subsidiary. The faculty is advised to strive for research collaboration and internship opportunities for the students.</p>
BOG-60(2024)- 20	<p>To discuss and accord Administrative Approval and Expenditure Sanction for the Construction of the New Boys Hostel.</p>
	<p>It is submitted that at present, the Institute has two Boys' hostels having the capacity to accommodate 1100 boys and one girls' hostel to accommodate 490 girls. However, on account of the actual enrolment of more boys i.e. 1565 boys against the strength of 322 girls, there is a requirement for a new hostel facility to accommodate the male students. Further, the Institute has recently introduced a Dual Degree program with an intake of 100 students and a hostel facility is required to accommodate these students. Further, the Institute has plan to increase the student strength to 3000 as per the NEP 2020 by 2030.</p> <p>In order to prepare the concept plan for a new hostel, a committee headed by Prof. A Murali Krishna, IIT Tirupati comprising Dean (SA) IIITDM Kancheepuram, Executive Engineer (Civil), IIT Madras and other in-house members was constituted by the Institute. The committee recommended various measures after seeking the comments from the warden and students on problems identified in the existing hostels. Based on the report by the committee, CPWD was approached for submission of Architectural design and cost estimate.</p> <p>In response, CPWD has prepared and submitted a concept plan for a G+14-story hostel to accommodate 746 students and a preliminary estimate amounting to Rs.83,38,59,000/-.</p> <p>The salient feature of the concept plan is as under:</p> <ul style="list-style-type: none"> • The proposed hostel shall be of G+14 storey building with 373 rooms (746 beds) having a total plinth area of 17410 sq.m. • All rooms shall have a Double Occupancy of size 4 m x 4.6m • Each Floor shall have 25 double rooms except the ground and second floors (24 rooms). • Each room shall have provision for placing two cots/two study tables and providing two wardrobes • Each floor is provided with a common restroom at both ends which includes a restroom for differently-abled persons. • Provision for drinking water points on every floor • On the ground floor rear side, a separate block having independent access, is designed to accommodate a medical center with all required facilities for both boys and girls independently.

	<ul style="list-style-type: none"> • Above the medical center, a multipurpose hall, gymnasium and guest rooms with toilet facilities have been provided. • One central staircase and two fire escape staircases at both ends and 3 number of lifts with 13 passenger capacity are provided. • Every floor shall have an electrical panel room and dedicated shaft for networking, CCTV, fire alarm; firefighting systems, etc. • The concept plan has been prepared based on the guidelines laid down in UGC Norms including the size of the rooms, toilets provision and room layout etc. <p>The matter was discussed in the 29th meeting of BWC held on 8th November 2023 and BWC after due examination of the concept plan suggested certain modifications. The CPWD was approached to incorporate the modifications suggested by the BWC. Accordingly, the CPWD has submitted the modified preliminary estimate, based on the revised concept plan, amounting to Rs. 98,28,15,000/-.(Annexure N)</p> <p>The proposal was placed in the 30th meeting of BWC held on 6th March 2024 and BWC, after deliberation, resolved to recommend the concept plan and preliminary estimate to FC and BoG to accord Administrative Approval and Expenditure Sanction for Rs. 98,28,15,000/- (Rupees ninety-eight crore twenty-eight lakhs and fifteen thousand only) including 3% contingencies for taking up construction of new hostel work by CPWD as deposit work and recommended the proposal for consideration by the FC/Board.</p> <p>The proposal is being placed in the 38th meeting of Finance Committee to be held on 18th March 2024 for consideration and recommendation. The expenditure is proposed to be met from HEFA loan and the proposal will be forwarded to MoE for according approval and securing of HEFA loan.</p> <p>The board noted the deliberation of the Finance committee on this proposal. As the estimated cost of the proposal is Rs.98.00 crore, the board desired to have more deliberation on the matter and sought further inputs from the Institute.</p> <p>Accordingly, the proposal is deferred.</p>
BOG-60(2024)- 21	To discuss and accord Administrative and Expenditure sanction for Augmentation of Water Supply to IIITDM Through an Exclusive Water Supply Scheme by the TWAD Board
	<p>It is submitted that at present the institute is drawing water from an abandoned quarry, in addition to the bore well/ open well available inside the campus. However, these sources are seasonal and do not meet the required demand. As the institute is enhancing the student strength, there is a need to have a dedicated source to meet the demand and accordingly a permanent water supply scheme is required for the Institute.</p> <p>In order to ensure assured water supply to the campus, the Institute had earlier requested Tamil Nadu Water Supply and Drainage Board (TWAD Board) to prepare a DPR for an exclusive water supply scheme. In response, TWAD Board has formulated a water supply scheme by drawing water from Melakottaiyur lake.</p> <p>This proposal of the TWAD board was placed before the BWC in its 18th meeting as well as its 19th meeting. The BWC, after consideration, recommended the proposal to BoG. The proposal was considered by the BoG in its 40th and 41st meeting and on account of higher cost involved in the proposal, the BoG advised the Institute to re-look into the proposal besides exploring other options like sinking bore well/open well. Accordingly, the Institute has dug new open/bore well inside the campus and managing the water supply at the Institute.</p> <p>Hence, the TWAD Board was approached again and the TWAD board was requested to revise the cost estimate for providing 0.89 MLD (6000 students) as against 1.35 MLD (10000 students) originally requested. The TWAD Board has, at present, submitted a revised proposal costing Rs.510 Lakhs for implementation of the scheme and Rs.18.24 Lakhs for maintenance of the scheme for an initial period of one year. (Total cost Rs.5.28 Crore).The proposal was placed in the 30th BWC meeting held on 06/03/2024 and the BWC observed that an exclusive water supply scheme will mitigate water scarcity as well as meet the future demand.</p> <p>The BWC after discussion resolved to recommend to the Finance Committee and Board for accord of Administrative Approval and Expenditure Sanction for Rs. 5.28 Crore. (Rupees Five crore twenty-eight lakhs only) towards implementation of water supply scheme through TWAD board as deposit work. (Annexure O)</p>

	<p>The proposal is being placed in the forthcoming Finance committee to be held on 18th March 2024 for discussion and recommendation to the Board.</p> <p>The board deliberated the matter in detail and agreed that permanent water scheme is essential to cater to the present and future requirement of water for the Hostel, Mess and the Quarters.</p> <p>The Board accorded approval to issue Administrative and Expenditure sanction for “Augmentation of Water Supply to IIITDM Through an Exclusive Water Supply Scheme by the TWAD Board” at a capital cost of Rs.5.10 crore. The Board advised the Institute to ensure timely implementation of the project and payment be released on milestone basis.</p>
<p>BOG-60(2024)- 22</p>	<p>To approve the increase in Fee Structure for the Institute and Hostel fees for the Academic year 2024-25</p>
	<p>As per the MHRD notification letter no.F.No.79-3/2015-TS.1 dated. 10.07.2015, in case of new batch the tuition fee for the UG/Ph.D. program is to be raised by 10% every year rounded off to the next whole number so that fees are in the multiple of thousands rupees. The tuition fee in respect of the M.Tech/M.Des program is fixed at Rs.50,000 per semester for 1st year and Rs.60,000 per semester in the second year.</p> <p>The tuition fee in respect of the B.Tech/DD programs for the year 2023-24 was Rs.73000 and in line with the norms, it is proposed to increase the tuition fee by 10% for the 2024-25 admission batch which works out to be Rs.81000 per semester. Similarly, in the case of a PhD program, the tuition fee for 2023-24 was Rs.33000, which needs to be enhanced to 37000 for the 2024-25 batches.</p> <p>In line with guidelines of the Government, all SC/ST and PWD students of the B-Tech/DD program and SC/ST students of PG / Ph. D students will be exempted from payment of tuition fees irrespective of their parental income. Accordingly, the fee structures for B Tech/DD, M Tech/M. Des and PhD for the admission year 2024-25 are given as Annexure - 3 respectively. (Annexure-P)</p> <p>Further, It is submitted that the Hostel fees was revised in the year 2019 and remains the same for the last five years. However, the cost of operation for the Hostel has increased considerably due to:</p> <ul style="list-style-type: none"> ▪ Increase in the minimum wages ▪ Increase in electricity tariff ▪ Levy of GST@18% on manpower charges for Security/Housekeeping/Electrical and Civil maintenance etc. (hitherto exempted) ▪ Progressive increase in the cost of consumables for maintenance. <p>The matter was discussed in the Deans & HOD meetings in detail and it was proposed to increase the hostel maintenance fees by Rs 6,000/- for the 1st year students (New batch) and by Rs. 3,000/- for the existing students keeping in view the increase in the maintenance expenditure from the year 2024-25. Further,</p> <p>The Finance committee in its meeting held on 18.03.2023 has recommended the increase in Fee structure as per the IIIT Council norms for the Institute fees and the Hostel fees due to increase in cost of maintenance/operation. Further, it is proposed to increase the hostel fees by 8% every year in order to meet the operational expenditure</p> <p>The Board noted the recommendation of the Finance committee and approved the increase in fee for the Institute fees and Hostel fees for the Academic year 2024-25</p>

Sd/-
(Shri. A Chidambaram)
Registrar & Secretary

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

Sd/-
(Dr. Sridhar Vembu)
Chairman, Board of Governors