

	INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING, KANCHEEPURAM	
	MINUTES OF THE 63rd MEETING OF THE BOARD OF GOVERNORS	
	Date Time Venue	: 28 th October 2024 (Monday) : 11:30 AM : Board Room/Hybrid Mode

MEMBERS PRESENT:

1. Dr. Sridhar Vembu	:	Chairman
2. Prof. MV Kartikeyan	:	Member
3. Prof. V Kamakoti	:	Member
4. Shri. B Santhanam	:	Member
5. Shri. Krishna GV Giri	:	Member
6. Shri. Priyank Chaturvedi	:	Member
7. Dr. Tulika Pandey	:	Member
8. Prof. M Sreekumar	:	Member
9. Prof. Binsu J Kailath	:	Member
10. Shri. A. Chidambaram	:	Secretary

LEAVE OF ABSENCE GRANTED TO:

1. Shri. Kumar Jayant , IAS	:	Member
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GENERAL DISCUSSION

The Chairman welcomed the members to the meeting.

1. The Secretary to the Board informed that as per the communication received from MeitY , Dr.Tulika Pandey , Scientist “G” and Group Coordinator is now looking after the HRD in the MeitY in place of Sh. Anil Kumar Pipal (Ex-officio nominee from MeitY) to the Board of IIITDM Kancheepuram. The Board welcomed Dr.Tulika Pandey to the meeting and placed on record its appreciation to the outgoing member Sh. Anil Kumar Pipal for his contribution to the Board.
2. The Director briefed the board about the progress on procurement of FESM, XRD equipment and on the proposal of construction of Boys Hostel and informed that AA&ES has been issued to CPWD and the loan application is submitted to HEFA - Canara Bank for availing the loan. The Board advised the Institute that the concept of environmentally sustainable development be adopted and implemented in the building. The Institute informed the Board that as per the norms of CPWD, all the building constructed by the CPWD are Green Rating for Integrated Habitat Assessment (**GRIHA**) 3 STAR rating compliant. However, assured the board that the CPWD will be appraised about the same.
3. The Director also informed that the Institute has planned to construct the New Academic Block, Marriage Scholars accommodation etc. taking into account the future increase in student’s strength and the estimate for the same is sought from CPWD for further processing.
4. The MeitY nominee informed that the MeitY is supporting the projects which are focusing on the local problems and advised the Institute faculty members can give more thrust in those areas for securing research grants. The members also suggested to look into the areas of cyber security where more funding is available and can enter MOUs with organization like SETS, CERT-In etc.

BOG-63(2024)- 01	Confirmation of minutes of 62nd Meeting of the Board of Governors held on 17.07.2024.																			
	<p>The minutes of 62nd meeting of Board of Governors held on 17.07.2024 was circulated to all the members of the Board. (Annexure A)</p> <p>No comments were received from the members.</p> <p>The Board confirmed the minutes of 62nd Meeting of Board of Governors held on 17.07.2024.</p>																			
BOG-63(2024)- 02	Action taken report on the minutes of the 62nd Meeting of the Board of Governors held on 17.07.2024																			
	<table><tr><th>Item No.</th><th>Subject</th><th>Action Taken</th></tr><tr><td>BOG-62(2024)- 06</td><td>Report on Annual Performance Review of Non-Teaching employees (Technical Staff) for the Year 2023-24</td><td>The Performance Review report was communicated to the staff members for the Year 2023-24. As directed by the Board, the staff members will be sent for training to IITs and CFTIs in the winter and summer vacation.</td></tr><tr><td>BOG-62(2024)- 07</td><td>Report on Annual Performance Review of Faculty for the year of 2022-23 and 2023-24</td><td>The concerned faculty members were communicated the review report for necessary guidance and compliance. Further, as directed by the Board, show cause notice is issued to the concerned faculty as prelude to the disciplinary action.</td></tr><tr><td>BOG-62(2024)- 09</td><td>To discuss and approve the proposal for construction of a New Boys hostel</td><td>AA&ES is issued to CPWD for the construction of new boys' hostel. HEFA loan application is submitted to Canara Bank.</td></tr><tr><td>BOG-62(2024)- 10</td><td>To discuss and approve the increase in Ph.D. Enrollment from 40 to 60 per academic year in the regular HTRA category.</td><td>The PhD vacancy per annum is increased from 40 to 60.</td></tr><tr><td>BOG-62(2024)- 11</td><td>To discuss and approve the declaration of completion of Probation period for the faculty members</td><td>Probation completion orders issued to the concerned faculty members.</td></tr></table> <p>The Board noted the same.</p>		Item No.	Subject	Action Taken	BOG-62(2024)- 06	Report on Annual Performance Review of Non-Teaching employees (Technical Staff) for the Year 2023-24	The Performance Review report was communicated to the staff members for the Year 2023-24. As directed by the Board, the staff members will be sent for training to IITs and CFTIs in the winter and summer vacation.	BOG-62(2024)- 07	Report on Annual Performance Review of Faculty for the year of 2022-23 and 2023-24	The concerned faculty members were communicated the review report for necessary guidance and compliance. Further, as directed by the Board, show cause notice is issued to the concerned faculty as prelude to the disciplinary action.	BOG-62(2024)- 09	To discuss and approve the proposal for construction of a New Boys hostel	AA&ES is issued to CPWD for the construction of new boys' hostel. HEFA loan application is submitted to Canara Bank.	BOG-62(2024)- 10	To discuss and approve the increase in Ph.D. Enrollment from 40 to 60 per academic year in the regular HTRA category.	The PhD vacancy per annum is increased from 40 to 60.	BOG-62(2024)- 11	To discuss and approve the declaration of completion of Probation period for the faculty members	Probation completion orders issued to the concerned faculty members.
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BOG-63(2024)- 03	Confirmation of minutes of the 6th meeting of the Research Council held on 06.09.2024																			
	<p>The 6th meeting of the Research Council was held on 06.09.2024 and the minutes of the meeting is enclosed for information. (Annexure B).</p> <p>The Board confirmed the minutes of 6th Meeting of the Research Council held on 06.09.2024.</p>																			
BoG-63(2024)-04	Enhancement of rates of various allowances on account of increase of DA rates to 50% with effect from 01.01.2024																			
	<p>It is submitted that allowances like HRA/TA/DA/CEA/Hostel Subsidy under VII CPC are paid to the Institute employees based on the government of India orders. The Government of India had enhanced the rates of such allowances due to increase of DA to 50% with effect from 01.01.2024.</p> <p>The proposal of enhancement of these allowances on account of increase of DA to 50% was placed in the 61st meeting of the Board and the Board had advised the Institute to get the concurrence of MoE in this regard.</p>																			

	<p>Now, the MoE vide letter F. No. 15-1/2024-TC has communicated its approval regarding revision of various allowances due to increase of DA to 50% with effect from 01.01.2024 (based on Government of India orders). (Annexure C)</p> <p>Accordingly, the Institute has implemented the orders regarding enhancement of various allowances of HRA/ TA/ DA/CEA/ Hostel subsidy etc. due to increase of DA to 50% with effect from 01.01.2024 to its employees.</p> <p>It is informed that the additional recurring expenditure towards implementation of enhanced HRA will be Rs.5.50 lakhs per annum (since all the faculty members are staying in the quarters and staff are only paid HRA) and additional recurring expenditure towards for enhanced CEA/Hostel subsidy to employees towards their wards will be Rs.1.25 lakhs per annum. The expenditure will be met from the regular grant of the Ministry.</p> <p>The Board noted and concurred the same.</p>
BOG-63(2024)- 05	Approval of the revised Annual Accounts of IIITDM Kancheepuram for the FY 2023-24
	<p>The annual accounts of IIITDM Kancheepuram for the year 2023-24 was prepared in the prescribed format and was approved by the Board in the 61st meeting held on 27/06/2024. The approved annual accounts were submitted to Principal Director of Audit (Central) Chennai for Audit of the Annual Accounts.</p> <p>After due audit by the CAG, the Draft Separate Audit Report was received on 07/08/2024 for compliance. Based on audit observation, changes wherever necessary was incorporated in the annual accounts and the accounts was revised. The revised Annual Accounts has to be submitted back to them with approval of the FC/ Board for the issuance of audit certificate and thereafter to be placed in the Parliament. The revised annual accounts for the financial year 2023-24 is enclosed as Annexure D</p> <p>The matter was placed for consideration and recommendation by the Finance Committee in its meeting held on 28.10.2024 and the Finance committee has recommended the revised annual accounts for the FY 23-24 for consideration by the Board.</p> <p>The Board noted the recommendation of the Finance committee. The Board advised the Institute to explore the possibility of the automation of the accounting systems and processes to prevent manual intervention and to ensure the authenticity of the financial statements. The Board advised to explore the Indian software developers in this domain for possible adoption. The Chairman informed that their team can help in implementation of ZOHO office/ accounting module and advised the Institute to contact their office.</p> <p>The Board after discussion approved the revised annual accounts for the FY 23-24 for onward submission to Office of the CAG for issue of audit certificate.</p>
BOG-63(2024)- 06	Approval of the Annual Report for the year 2023-24
	<p>It is informed that as per the norms, the Annual Report of the Institute shall be prepared and placed in the Board of Governors of the Institute before laying in the Parliament. The Annual Report of the Institute for the year 2023-24, highlighting the achievements, has been prepared and enclosed as Annexure E.</p> <p>On approval, the annual report will be prepared bilingual and will be sent to MoE for laying in the parliament. Dean -FA presented the highlights of the achievements and activities of the Institute happened in the year 2023-24 and the Board appreciated the Institute for its performance.</p> <p>The Board after discussion approved the Annual Report for the year 2023-24 for laying in the Parliament.</p>
BOG-63(2024)- 07	To approve the MoU for the FY-2024-25 with the Ministry of Education
	<p>It is submitted that, as per rule 229 of the GFR, the Institutes receiving Grant in Aid from Government of India needs to sign MoU with the Government of India regarding the performance parameters, output targets etc. for receipt of grant every year.</p>

	<p>Accordingly, the Institute is signing MoU every year detailing the achievements specified under various parameters. The MoU along with the performance evaluation parameters and targets for the financial year 2024-25 is prepared along with the target achieved by the Institute for the MoU period 2023-24 (Annexure F).</p> <p>The Board noted the performance of the Institute for the FY 2023-24 against the targets and approved the output targets/parameters for the FY 24-25.</p>																				
BOG-63(2024)- 08	<p>Ratification of the selection of Professor, Associate Professor, Assistant Professor (Gr-I) and Assistant Professor (Gr-II) at the Institute.</p> <p>It is submitted that the Institute has released the advertisement for the faculty positions of Professor, Associate Professor, Assistant Professor (Gr-I) and Assistant Professor (Gr-II) vide Advt. No: IIITDMK/R/2/2024 dated 15.07.2024 and the same has been uploaded in the Institute website and also published in the newspapers for wide publicity.</p> <p>The details of notified post/department are as under.</p> <table><tr><th>Post</th><th>Department/Stream</th></tr><tr><td>Professor (Pay matrix level 14A as per 7th CPC)</td><td><ul style="list-style-type: none">Mathematics (MA)</td></tr><tr><td>Associate Professor (Pay matrix level 13A2 as per 7th CPC)</td><td><ul style="list-style-type: none">School of Interdisciplinary Design and Innovation (SIDI)Mathematics (MA)Physics (PH)</td></tr><tr><td>Assistant Professor Grade-I (Pay matrix level 12 as per 7th CPC)</td><td><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)</td></tr><tr><td>Assistant Professor Grade II (Pay matrix level 11 as per 7th CPC)</td><td><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)</td></tr><tr><td>Assistant Professor Grade II (Pay matrix level 10 as per 7th CPC)</td><td><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)</td></tr></table> <p>The last date of receipt of online application was 16.08.2024 up to 05:00 PM. 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.</p> <p>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.</p> <table><tr><th>Post</th><th>Processes</th></tr><tr><td>Professor (Pay Level-14A)</td><td rowspan="3">1. Seminar Presentation 2. Interview for the candidates shortlisted from the Seminar Presentation</td></tr><tr><td>Associate Professor (Pay Level- 13A2)</td></tr><tr><td>Assistant Professor Gr-I (Pay Level-12)</td></tr><tr><td>Assistant Professor Gr-II (Pay Level-10 & Pay Level-11)</td><td>1. Computer Based Test 2. Seminar Presentation for the candidates shortlisted from CBT 3. Interview for the candidates shortlisted from the Seminar Presentation</td></tr></table>	Post	Department/Stream	Professor (Pay matrix level 14A as per 7th CPC)	<ul style="list-style-type: none">Mathematics (MA)	Associate Professor (Pay matrix level 13A2 as per 7th CPC)	<ul style="list-style-type: none">School of Interdisciplinary Design and Innovation (SIDI)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)	Assistant Professor Grade II (Pay matrix level 11 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)	Assistant Professor Grade II (Pay matrix level 10 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)	Post	Processes	Professor (Pay Level-14A)	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)	Assistant Professor Gr-II (Pay Level-10 & Pay Level-11)	1. Computer Based Test 2. Seminar Presentation for the candidates shortlisted from CBT 3. Interview for the candidates shortlisted from the Seminar Presentation
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<p>The expert committees constituted department/stream-wise (including external experts) had evaluated the candidates during the seminar presentation and recommended the candidates for the interview.</p> <p>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.</p> <p>The seminar presentations and Interviews were held from 27.09.2024 to 08.10.2024. The selection committees followed the norms of reservation of Government of India.</p> <p>The details of the recommended candidates by the respective Selection Committees are as under,</p>						
S#	Department / Stream	Post (Pay Level)	Application No.	Name of the Candidate	Category (as per the Application)	Selected Category
1.	Physics	Associate Professor (L-13A2)	240113P1637	VIVEK KUMAR	UR	UR
2.	Mathematics	Professor (L-14A)	240114M1336	SHALU M A	UR	UR
3.		Assistant Professor Gr-II (L-11)	240111M0246	BIPASHA PAL	UR	UR
4.		Assistant Professor Gr-II (L-11)	240111M0454	SARBENDU RAKSHIT	OBC-NCL	OBC-NCL
-		Assistant Professor Gr-II (L-10)	-----NONE FOUND SUITABLE-----			
5.	Mechanical Engineering	Assistant Professor Gr-I (L-12)	240112ME0812	NAGAMANIKANDA N G	UR	UR
6.		Assistant Professor Gr-II (L-11)	240111ME1556	VIKASH KUMAR	SC	SC
7.		Assistant Professor Gr-II (L-10)	240110ME1731	CHANDRASHEKHAR MACHHINDRA PILGAR	SC	SC
8.	Computer Science and Engineering	Assistant Professor Gr-II (L-11)	240111C2491	SANTHANAM RAGHAVAN	UR	UR
9.		Assistant Professor Gr-II (L-11)	240111C2120	JAISHREE MAYANK	OBC-NCL	OBC-NCL
10.		Assistant Professor Gr-II (L-10)	240110C1396	KRISHNAKUMAR GNANAMBIKAI	UR	UR
11.		Assistant Professor Gr-II (L-10)	240110C1512	VIJAYA KUMAR S	UR	UR
12.		Assistant Professor Gr-II (L-10)	240110C0710	AMALAN JOSEPH ANTONY A	OBC-NCL	OBC-NCL
13.		Assistant Professor Gr-II (L-10)	240110C2803	DINESH R	OBC-NCL	OBC-NCL
14.		Assistant Professor Gr-II (L-10)	240110C1047	KANNADASAN K	OBC-NCL	OBC-NCL
15.		Assistant Professor Gr-II (L-10)	240110C2000	SYED SHAHUL HAMEED A S	OBC-NCL	OBC-NCL
16.		Assistant Professor Gr-II (L-10)	240110C1859	KOLLURI RAJESH	SC	SC
17.		Assistant Professor Gr-II (L-10)	240110C2434	BHALE PRADEEPKUMAR GAJENDRA	PwD (SC)	PwD (SC)
18.	Electronics and Communication Engineering	Assistant Professor Gr-I (L-12)	240112E1096	YUVARAJ S	OBC-NCL	OBC-NCL
19.		Assistant Professor Gr-II (L-11)	240111E1179	RUDRABHOTLA SRI PRAKASH	UR	UR
-		Assistant Professor Gr-II (L-10)	-----NONE FOUND SUITABLE-----			

	20.	School of Interdisciplinary Design and Innovation	Associate Professor (L-13A2)	240113D1172	BINGI JAYACHANDRA	OBC-NCL	OBC-NCL
	21.		Associate Professor (L-13A2)	240113D1464	RAGURAMAN MUNUSAMY	SC	SC
	22.		Assistant Professor Gr-I (L-12)	240112D2928	RAJNISH MALLICK	UR	UR
	23.		Assistant Professor Gr-II (L-11)	240111D2607	V ANUDEEP	UR	UR
	24.		Assistant Professor Gr-II (L-11)	240111D0209	ARUNACHALAM M	UR	UR
	-		Assistant Professor Gr-II (L-10)	240110D2584, V ANUDEEP appeared for Level-10 & Level-11. Recommended for Level-11.			
<p>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 to the Chairman, BoG for approval. With the approval of the Chairman, Board of Governors, the offer of appointment were issued to the selected candidates and the details were updated in the DoPT portal.</p> <p>The proceedings of the Committee is enclosed as Annexure G.</p> <p>The Board after discussion ratified the approval granted by the Chairman, BOG for the recruitment of Professor, Associate Professor, Assistant Professor (Gr-I) and Assistant Professor (Gr.-II) as above at the Institute.</p>							
BOG-63(2024)- 09		Ratification of the selection of Registrar at the Institute					
<p>The matter pertains to individual case of Sh. A. Chidambaram, Registrar, and hence the Director has informed him to recuse himself from the discussion and was asked to stay away from the meeting. After, Sh. A.Chidambaram left the Board room meeting, the agenda was taken up for discussion.</p> <p>It is submitted that the tenure of the current Registrar concludes in the first week of November 2024. As per the direction of IIIT Council, the vacancy of the Registrar should be advertised 6 months before the date of vacancy. Accordingly, the Institute had notified the recruitment for the post of Registrar on 27.06.2024. The external scrutiny committee constitute by the Director scrutinized the applications and recommended the candidates for interview. The Selection Committee for the recruitment of Registrar as per the Clause 09(5) of Statutes of the Institute, was constituted with the approval of the Chairman, Board of Governors.</p> <p>The Selection Committee met on 11.09.2024 (Wednesday) and interviewed the candidates. The Selection Committee has recommended Sh. A Chidambaram (Application No.:2401RE0015) for appointment on deputation basis to the post of Registrar (pay matrix level 14 of 7th CPC) at IIITDMK, Kancheepuram for a tenure of five years, however, the tenure is subject to review of performance after the completion of three years by a committee and is extendable to the balance term of two years subject to approval of the competent authority through explicit written order.</p> <p>The recommendation of the Selection Committee is enclosed as Annexure H. The offer of appointment was issued to the selected candidate with the approval of the Chairman, BoG.</p> <p>The Board after discussion ratified the approval granted by the Chairman, BOG for the recruitment of Registrar at the Institute.</p>							
BOG-63(2024)- 10		To discuss and approve the declaration of completion of Probation period for the Faculty members					
<p>It is submitted that the following faculty members who were appointed in various faculty positions (as per the details given below) have completed their probation. Accordingly, the Institute has constituted an expert committee to evaluate their performance during the period of probation to declare the completion of the probationary period. The faculty members had appeared before the nominated committee and presented their teaching and research during the period of probation.</p>							

The committee assessed their performance and recommended declaration of completion of probation of the following faculty members. The details are as under:							
S#	Name	Designation	Dept.	Level	Date of Joining	Date of Appointment to the present post	Date of completion of probation
1.	Prof. Naveen Kumar	Professor	14A	SH (Physics)	01-08-2023 AN	1 Year	01-08-24
2.	Dr. Senthil Kumaran K	Associate Professor	13A2	ME	01-08-2023 AN	1 Year	01-08-24
3.	Dr. Venkata Timmaraju Mallina	Associate Professor	13A2	ME	01-08-2023 AN	1 Year	01-08-24
4.	Dr. Shahul Hamid Khan B	Associate Professor	13A2	ME	01-08-2023 AN	1 Year	01-08-24
5.	Dr. Pandithevan P	Associate Professor	13A2	ME	01-08-2023 AN	1 Year	01-08-24
6.	Dr. Vijayakumar K	Associate Professor	13A2	ECE	01-08-2023 AN	1 Year	01-08-24
7.	Dr. Selvajyothi K	Associate Professor	13A2	ECE	01-08-2023 AN	1 Year	01-08-24
8.	Dr. Chitti Babu B	Associate Professor	13A2	ECE	01-08-2023 AN	1 Year	01-08-24
Further, the committee has extended the probation period of Dr. Prem kumar K, Associate Professor, ECE for a period of six months and will be reviewed after the completion of extended period of probation.							
The report of the committee is placed as Annexure I .							
The Board after discussion approved the report of the expert committee on declaration of completion of probation for the recommended faculty members and extension of probationary period to Dr. Prem Kumar K Associate Professor, ECE for a period of six months.							


(Prof. M V Kartikeyan)
Director & Member
05X124


(Dr. Sridhar Vembu)
Chairman, Board of Governors