

# INDIAN INSTITUTE OF TECHNOLOGY INDORE

## Minutes

of

### THE FOURTH (4<sup>th</sup>) MEETING

of

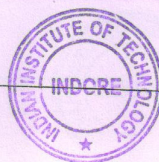
### The Board of Governors

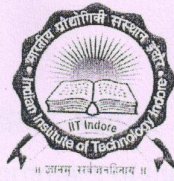
held on

FRIDAY, 08<sup>th</sup> July 2011

at

IIT Indore





## INDIAN INSTITUTE OF TECHNOLOGY INDORE

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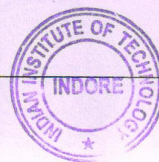
### THE BOARD OF GOVERNORS

held on

**FRIDAY, 08<sup>th</sup> July 2011**

The fourth meeting of the Board of Governors of the Indian Institute of Technology, Indore was held on **FRIDAY, 08<sup>th</sup> July 2011** at 4.00 p.m at IIT Indore, Board Room. Following were present:

<b>Shri Ajay Piramal</b>	<b>:</b>	<b>Chairman</b>
<b>Prof. Pradeep Mathur</b>	<b>:</b>	<b>Member</b>
<b>Dr Harpal Singh</b>	<b>:</b>	<b>Member</b>
<b>Shri Aman Singh</b>	<b>:</b>	<b>Member</b>
<b>Dr. Sibaji Raha</b>	<b>:</b>	<b>Member</b>
<b>Shri Sanjay Singh</b>	<b>:</b>	<b>Member</b>
<b>Prof. Narendra Chaudhari</b>	<b>:</b>	<b>Member</b>
<b>Prof. Neelesh Jain</b>	<b>:</b>	<b>Member</b>
<b>Prof. K. K. Rao</b>	<b>:</b>	<b>Special Invitee</b>
<b>Shri. A.K. Pandey</b>	<b>:</b>	<b>Special Invitee</b>
<b>(Project engineer cum Estate Officer)</b>		
<b>Col. (Retd) G. Raja Sekhar</b>	<b>:</b>	<b>Secretary</b>



Leave of absence was granted to **Shri Ashok Thakur**, Special Secretary, Ministry of Human Resource Development, Government of India, and **Shri K. K. Singh**.

At the outset, the Chairman welcomed all the members present.

The Chairman thereafter took up for consideration the formal items of the Agenda.

**ITEM NO.4.1**

**To consider report of the Director of the Institute.**

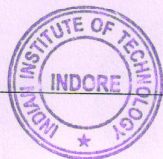
**4.1.1** The Board **NOTED** that Stage I approval was accorded by Government of India, Ministry of Environment and Forests vide letter no **F.no 8-109/2010-FC** dated **03<sup>rd</sup> June, 2011** for diversion of 80 ha forest land in Chaural Range of Indore Division in Indore District for construction of buildings and other Infrastructure of the Institute.

Stage II approval will be accorded by Ministry of Environment and Forests after receipt of report on compliance to the conditions stipulated in the Ministry of Environment and Forests letter.

The Board **NOTED** the Conservator of Forests letter no **Kramank/ Ma. Chi./ 11 66770** dated **23<sup>rd</sup> June, 2011**.

Director informed that the meeting of Master Plan Committee is scheduled on **27<sup>th</sup> July, 2011** for finalization of Master Plan.

Secretary, Technical Education, M.P. Govt informed that the issues pertaining to payment of **Rs 10,70,27,644/-** towards NPV of 80 ha forest land and aforestation,

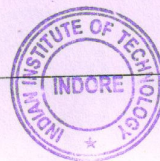


exchange land of 40.28 acres and settlement of rights if any in terms of the Scheduled Tribes and Traditional Forest Dwellers Act 2006 will be completed by **8<sup>th</sup> August, 2011**.

The Board **RESOLVED** following:

- i. An amount of **Rs 5,00,80,000/-** as NPV of 80 ha of forest land and an amount of **Rs 5,69,47,644/-** for afforestation amounting to **Rs 10,70,27,644/-** will be paid by the Government of Madhya Pradesh.
- ii. Land use plan will be prepared by IIT Indore.
- iii. Environmental clearance will be obtained by IIT Indore.
- iv. The demarcation of project area using four feet high RCC pillars to be done by IIT Indore, and the cost will be borne by the Government of Madhya Pradesh.
- v. The Government of Madhya Pradesh shall complete settlement of rights if any in terms of the Scheduled Tribes and Traditional Forest Dwellers Act 2006.
- vi. IIT Indore to be given possession of 40.28 acres of exchange land without any encumbrances.
- vii. The tender may be floated for construction activities; however, the actual construction should be started after obtaining the Stage II approval from Ministry of Environment and Forests.

**4.1.2** Chairman complimented Director and other institute functionaries for the excellent job done in establishing the temporary campus at Pithampur Auto Cluster Ltd. and



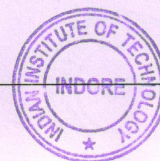
providing accommodation for UG and Ph.D students at Silver Springs Township at a very competitive monthly rental.

**4.1.3** Director informed that at IIT Indore the teaching and research component is given equal weightage. During his visit to US and Europe faculty members were identified with Microelectronics, Nanoelectronics and Bioscience as areas of specialization. There has been good response for faculty positions; candidates with 3 years' post doctoral research experience and with good publications have been shortlisted. The shortlisted candidates will have to present the seminar which will be followed by interview. The expert panel for each discipline are either Bhatnagar awardees, FNA, FASc or with other equivalent levels of recognition.

**4.1.4** Director informed that initially there was lot of administrative load on faculty, but now with some administrative functionaries joining the Institute, faculty members have been submitting proposals for research projects.

**4.1.5** Director informed the role of Women's Cell as under:-

- a. To provide guidelines for prevention of acts of sexual harassment or any unwelcome sexually determined behavior.
- b. To recommend procedures for prevention of loss of dignity to individuals arising out of cases of sexual harassment.



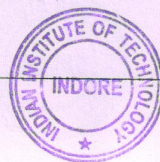
- c. To receive and deal with complaints, by the Cell or referred to the Cell by the institute, of any kind of harassment , including sexual harassment, to individuals living, studying or working in the institute and to submit the reports thereon to the Director for further action.
- d. To deal with such other matters and issues as may be considered connected with sexual harassment or any other kind of harassment or any such act as to cause loss of dignity to any individual living, working or studying in the institute.

4.1.6 Director informed that the orientation programme will be held for new UG batch on **25<sup>th</sup> July, 2011**, students will be handed over booklets on anti-ragging and facilities at IIT Indore.

4.1.7 The Deputy Librarian was invited to make a presentation to the BoG about the improvements made in the library in terms of air-conditioned reading room facility and the purchase of books and e-resources.

4.1.8 The BoG **NOTED** the following

- i. Hiring of additional space at PACL.
- ii. Hiring of accommodation at Silver Springs Township.
- iii. Admission of PhD students for autumn semester 2011-12.
- iv. Advertisement for non-teaching posts.



- v. Advertisement for faculty posts.
- vi. Audit for the financial year 2009-2010.
- vii. Purchase order placed for Dual Ion Beam Sputtering Deposition (IBSD) System.
- viii. Research grants and research activities of the institute.
- ix. Instrumentation facilities at the institute.
- x. Agreement signed for outsourcing of services.
- xi. Tender floated for outsourcing of security services.

**ITEM NO.4.2**

**To confirm the Minutes of the third meeting of the Board of Governors held on 14<sup>th</sup> March, 2011 at Piramal Tower, Mumbai.**

- 4.2.1 The minutes of third meeting of the BOG have been confirmed.

**ITEM NO. 4.3**

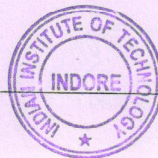
**To confirm the Minutes of the third meeting of BWC held on 14<sup>th</sup> March, 2011 at IIT Bombay, Mumbai.**

- 4.3.1 The minutes of the third meeting of BWC have been confirmed.

**ITEM NO. 4.4**

**Action taken on decisions made in the third meeting of BOG held on 14<sup>th</sup> March, 2011.**

- 4.4.1 The BoG **NOTED** the action taken report on decisions made in the third meeting of the BoG.



**ITEM NO. 4.5**

**To consider and approve Annual Accounts for the financial year 2010-2011.**

- 4.5.1** The Board **NOTED** the Statement of Accounts for the financial year 2010-2011.
- 4.5.2** The Chairman directed that quarterly audit to be done in respect of accounts of the institute. The action plan on implementation of the suggestions given by the internal auditor to be initiated.
- 4.5.3** The Board **RESOLVED** to approve the Annual Accounts for the financial year 2010-2011.

**ITEM NO.4.6**

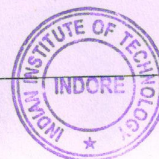
**To consider Annual Report of the Institute for the year 2009-2010.**

- 4.6.1** The Board **RESOLVED** to approve the Annual Report of the Institute for the year **2009-2010**.

**ITEM NO. 4.7**

**To consider establishment of one Science Magnet School in the vicinity of the Institute.**

- 4.7.1** The Board **NOTED** the proposal of MHRD to launch a Central Sector Scheme i.e. "Science Magnet Schools" to enhance the quality of Science Education and research in the country by identifying and providing a conducive environment to talented and bright students in the country at Secondary School level. Residential Science Magnet





schools are proposed to be set up where appropriate facilities and guidance would be provided to students with an inclination and aptitude for science. Each such school will have classes from IX to XII with two sections in each class. Each section will have 30 students. Thus, there will be 240 students in the school. The school will be located close to a reputed scientific and research institute with a proven track record of scientific research. To make this school functional, 10 acres of land is required either inside or adjacent to the scientific and research institute.

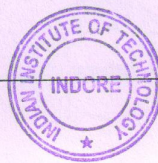
**4.7.2** The Board **RESOLVED** that the proposal of establishment of Science Magnet School in the vicinity of the Institute is approved in principle. The Government of Madhya Pradesh to allocate **10 Acres** of land in the vicinity of IIT campus to establish the Science Magnet School.

**ITEM NO. 4.8**

**To consider grant of advance to employees.**

**4.8.1** The Board **NOTED** the grant of advance to regular employees for following purposes:

- a) Festival Advance
- b) Purchase of Motor Cycle/ Scooter
- c) Purchase of Motor Car
- d) House Building Advance



4.8.2 The Board **RESOLVED** to approve the grant of advance to regular employees as per terms and conditions specified in GFR and compendium on advances. The requirement of 10 years of continuous service has been waived off for being eligible for House Building Advance.

**ITEM NO. 4.9**

**To consider Industrial Research & Consultancy Rules.**

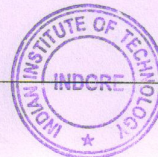
4.9.1 The Board **RESOLVED** to approve the Industrial Research & Consultancy Rules. The institute overheads will be 20% consistent with the guidelines of the Ministry of Science and Technology for sponsored research projects.

**ITEM NO. 4.10**

**To consider the daily allowance to faculty members for their participation in International Conferences/ Seminars.**

4.10.1 The Board **NOTED** the proposal for daily allowance to faculty members and staff for their participation in international conferences/ seminars as under:-

Country/ Region	Per Diem (USD)	Hotel Charges per day (USD)
Outside India for Conferences/ Seminars	\$115	Up to \$135/-; amount payable at actual (with bills/ receipts)



<p>Outside India for Faculty/ Staff Members sent by the Institute on Institute assignments/ as a part of delegation on Government work.</p>	<p>\$115</p>	<p>Would be reimbursed on actual expenditure incurred (with bills/ receipts) with special approval of the Director.</p>
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The above daily allowance rules are being followed by IIT Bombay.

4.10.2 The Board **RESOLVED** to approve the daily allowance to faculty members and staff for their participation in International Conferences/ Seminars

ITEM NO. 4.11

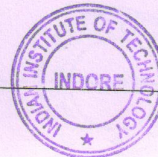
To consider purchase of consumable goods and non-consumable goods without tender enquiry up to Rs 50,000/-.

4.11.1 The Board **RESOLVED** that a comprehensive purchase policy should be drafted and put up to the BoG for approval

ITEM NO. 4.12

To consider relocation allowance for regular employees of the Institute.

4.12.1 The Board **NOTED** the provision of relocation allowance as stipulated in the Ministry of Finance, Government of India



letter no. **F.No. 19030/3/2008-E.IV** dated **23<sup>rd</sup> September, 2008** and even no. dated **08<sup>th</sup> June, 2010**.

**4.12.2** The Board **RESOLVED** to approve the relocation allowance as per Ministry of Finance, Government of India letter no. **F.No. 19030/3/2008-E.IV** dated **23<sup>rd</sup> September, 2008** and even no. dated **08<sup>th</sup> June, 2010** with following restrictions:

- In respect of faculty from abroad.  
Single airfare for self and spouse and cost of transportation of household goods up to a maximum limit of Rs 1.00 Lac
- In respect of faculty & non teaching staff joining within the country.  
Reimbursement as per entitlement for self and family and transport of goods at actuals with maximum limit of Rs 75,000/-.

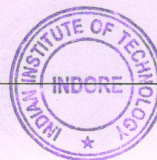
**ITEM NO. 4.13**

**To consider report of the admission of Ph. D. students for Autumn Semester, 2011-12.**

**4.13.1** The Board **NOTED** that for the academic year 2011-12 (Autumn semester), 32 students were admitted for pursuing PhD in various disciplines.

**ITEM NO. 4.14**

**To consider report on various purchases made from time to time**



4.14.1 The Board **CONSIDERED** the report on the various purchases made from time to time by the Institute

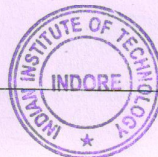
4.14.2 The Board **RESOLVED** to approve and ratify the following purchases made by the Institute:

1. Furniture & Fixtures : Rs 139.62
  2. Computer & Peripherals : Rs 175.00
  3. False Roofs & Partitions, AC, etc. : Rs 200.00
  4. Limited tender for purchase of Lab : Rs 200.00  
equipment:-Mechanical Engineering  
discipline-
    - Machining Science Lab
    - Metrology Lab
    - Manufacturing Process Lab
  5. Research Equipments- Electrical : Rs 400.00  
Discipline-
    - Dual Ion Beam Sputtering  
Deposition (DIBSD) System
  6. Tender floated for Metallography & : Rs 100.00  
Tribology Lab
  7. Air conditioners : Rs 54.86
- Total Rs 1269.50**

ITEM NO. 4.15

To consider Rate Contract for purchase of Furniture.

4.15.1 The Board **RESOLVED** that the matter should be discussed in BWC for approval.



ITEM NO. 4.16

To consider the appointment of Director of the Institute as Professor in the Discipline of Chemistry of School of Sciences.

4.16.1 The Board **RESOLVED** to approve the appointment of Director of the Institute as Professor in the Discipline of Chemistry of School of Sciences.

ITEM NO. 4.17

To consider limited tender enquiry for purchases up to Rs 50 Lac.

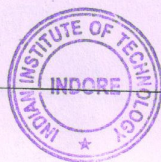
4.17.1 The Board **RESOLVED** that a comprehensive purchase policy should be drafted and put up to the BoG for approval.

ITEM NO. 4.18

To consider revision of rent payable for hiring of accommodation for Chief Executives of autonomous bodies.

4.18.1 The Board **NOTED** rent payable for hiring of accommodation for Chief Executives of autonomous bodies as per Ministry of Finance letter no. **F. No 1(16)/ E.II (A)/ 2008** dated **8<sup>th</sup> May, 2009**.

4.18.2 The Board **RESOLVED** to approve the revised rates for hiring of accommodation for Chief Executives of autonomous bodies in the pay scale of **Rs 80,000/-** from



Rs 32000/- to Rs 50,000/- for 'Y' class cities. The enhancement will be restricted to 03% for each year.

ITEM NO. 4.19

To consider proposal for Pre-Engineering Building at temporary campus of IIT Indore.

4.19.1 The Board **NOTED** the proposal for Pre-Engineering Building at temporary campus for 77,000 sq ft at an estimated cost of Rs 17 Crores.

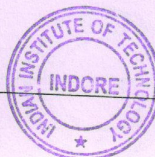
4.19.2 The Board **RESOLVED** that the construction of Pre-Engineering Building in temporary campus is not required as the Stage I approval has been accorded by Ministry of Environment and Forests vide letter no F.No 8-109/2010-FC dated 03<sup>rd</sup> June, 2011 for construction of buildings and other infrastructure of the Institute.

ITEM NO. 4.20

To consider payment of ESI subscription to temporary employees of the Institute.

4.20.1 The Board **NOTED** that 6.5% of the basic has to be paid towards ESIC contribution for medical facility in respect of temporary employees whose salary is below Rs 15,000.

4.20.2 The Board **RESOLVED** to approve the payment of ESI contribution to temporary employees of the Institute.



ITEM NO. 4.21

To consider items approved by the Chairman.

4.21 (A) Visit of Prof. Pradeep Mathur to U.K, France and USA.

4.21.1 Director informed that visit to UK, France and USA could not be undertaken due to pre occupation.

4.21 (B) Appointment of Prof S.C Koria (IIT Kanpur) as visiting Professor.

4.21.2 The Board **RESOLVED** to approve the appointment of Prof S.C Koria (IIT Kanpur) as Visiting Professor.

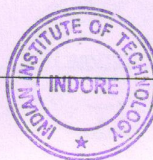
ITEM NO. 4.22

To consider items approved by the Director.

4.22 (A) To consider the official foreign visit of the faculty members.

4.22.1 The Board **NOTED** the foreign visit of the following faculty members for participation in International Conference

- a) Dr. Abhinav Kranti
- b) Dr. Pritee Sharma
- c) Dr. C. Bharath Kumar
- d) Dr. Sarika Jalan





ITEM NO. 4.23

To consider nomination of Member for Finance Committee.

4.23.1 The Board **RESOLVED** to approve the nomination of Prof. N.S. Punekar as member of the Finance Committee

ITEM NO. 4.24

To consider nomination of members for the Selection Committee for recruitment of regular non-teaching posts.

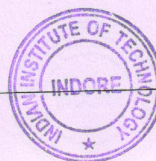
4.24.1 The Board **NOTED** the nomination of two members for the Selection Committee for recruitment of regular non-teaching posts.

4.24.2 The Board **RESOLVED** that the Director should take the approval of Chairman for nomination of members of the Selection Committee for recruitment of regular non-teaching posts.

ITEM NO. 4.25

To consider beginning of construction activities for Campus development.

4.25.1 The Board **RESOLVED** that the tender could be floated for beginning the construction activities for campus development.



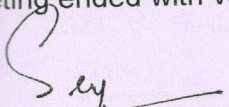
To consider rate contract of IIT Bombay for purchase of goods and services.

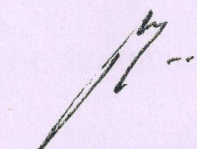
4.26.1 The Board **NOTED** the rate contract of IIT Bombay for purchase of following goods and services:-

- i. Computers & Peripherals
- ii. Air Conditioners
- iii. Chemicals & Glassware
- iv. Gas Cylinder refilling
- v. Sanitary items
- vi. Custom Clearance

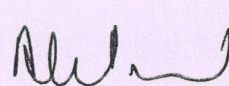
4.26.2 The Board **RESOLVED** to approve the rate contract of IIT Bombay for purchase of above items.

The meeting ended with vote of thanks to the Chair.

  
Col. (Retd) G Raja Sekhar  
Registrar (Secretary), IIT Indore

  
(Pradeep Mathur)  
Director, IIT Indore

Approved

  
(Ajay Piramal)  
Chairman, Board of Governors  
IIT Indore

