

## MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

### Minutes of the 32<sup>nd</sup> Meeting of the Board of Governors held on 3<sup>rd</sup> June 2015 at 11:30 AM at NIT Transit House, Safdarjung Enclave, New Delhi.

The 32<sup>nd</sup> meeting of Board of Governors was held on 3<sup>rd</sup> June, 2015 under Chairmanship of Prof. I.K. Bhat (Director, MNIT Jaipur). As the term of old Chairman has ended and new Chairperson yet to be appointed, the Director as per the Clause 17 (15) of NIT Statutes can discharge the function of the Chairperson. The meeting was held at NIT Transit House, New Delhi. Following members were present:

- |                            |   |
|----------------------------|---|
| 1. Mr. Yogendra Tripathi   | Member (MHRD Nominee, Financial Advisor)    |
| 2. Mr. R. Srinivasan       | Member (MHRD Nominee, Additional Secretary) |
| 3. Dr. Ravi Juniwal        | Member (Nominee, State Government)          |
| 4. Prof. Ashok Sharma      | Member (Nominee, Senate)                    |
| 5. Prof. Awadhesh Bhardwaj | Member (Nominee, Senate)                    |
| 6. Prof. M.K. Shrimali     | Secretary (Registrar, MNIT)                 |

At the onset, the Registrar welcomed the Chairman, new member Dr. Ravi Juniwal and other members present in the meeting.

**Item No. 32-1.0:** *To confirm the minutes of the 31<sup>st</sup> meeting of the Board of Governors held on 31<sup>st</sup> October, 2014.*

The minutes were confirmed.

**Item No. 32-2.0:** *To note the action taken on the decisions made in the 31<sup>st</sup> meeting of the Board of Governors.*

Noted. The Board recorded the appreciation for the sanction of faculty and non-faculty positions received from MHRD vide letter F. No. 7-19/2008-TS.III Dated 28 May, 2015.

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**Item No. 32-3.0:** *Items for consideration.*

**Item No. 32-3.1** *To consider the adoption of Recruitment Rules for Non-Teaching posts in the NITs.*

The Board adopted the Recruitment Rules for Non-Teaching posts. (Anomaly in Grade Pay of stenographer was pointed out which MHRD representative assured to be corrected).

**Item No. 32-3.2:** *To consider the reimbursements of medical bills on CGHS / non-NABH rates in emergency.*

Approved as proposed. In case of emergency conditions the employee should immediately inform the authorities and seek approval.

**Item No. 32-3.3:** *To consider the case of Ms. Rina Surana, Associate Professor, Department of Architecture & Planning.*

The Board deliberated the issue and decided that Bond conditions should be followed strictly. It also directed no earned leaves are admissible for the period of deputation under QIP.

**Item No. 32-3.4:** *To consider the resignation of Mr. Mohd. Samar Ansari, Assistant Professor, Department of Electronics Engineering.*

The Board accepted the request of Dr. Mohd. Samar Ansari and granted lien for two years from date of his relieving.

**Item No. 32-3.5:** *To consider the appointment of Dr. Ajay Singh Jethoo, Associate Professor, Civil Engineering Department as Principal, Mahila Engineering College, Ajmer on deputation.*

Dr. Ajay Singh Jethoo permitted on deputation to serve as Principal, Mahila Engineering College, Ajmer.

The Board also considered the request of Dr. Jethoo and directed that when an employee goes on deputation outside the station, the House Allotment Rules of the Institute may strictly be followed.



**Item No. 32-3.6:** *To consider for financial approval for construction of new boy's & girl's hostels.*

The Board approved the proposal in principle. However, it advised that these projects should be initiated only after ascertaining fund flow from MHRD.

**Item No. 32-3.7:** *To consider the proposal of construction of shed for multi functional programs.*

Approved as proposed.

**Item No. 32-3.8:** *To consider the proposal of Water supply connection of 3 MLD from Bisalpur Water Supply Project*

The Board requested the MHRD to take up the matter with State Government.

**Item No. 32-3.9:** *To consider the proposal for construction of Earthquake Engineering laboratory of the National Centre for Disaster mitigation and management.*

The proposal approved in principle. The fund availability may be ensured for the same before initiating the same and directed that the Detailed Project Report (DPR) be presented in next BOG meeting.

**Item No. 32-3.10:** *To consider the Grade Pay of Stenographers.*

The Board did not approve the request of Stenographers. It directed that Grade Pay of Stenographers shall be admissible as per the advertisement published at the time of recruitment.

**Item No. 32-3.11:** *To consider the retention period of records of recruitment process.*

Standard Government guidelines may be followed for retention of records.

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*Item No. 32-4.0: Items for ratification.*

*Item No. 32-4.1 To ratify the process of appointments for non teaching & teaching posts.*

*Item No. 32-4.1.1 To report the process of filling up the vacancies of non faculty staff and administrative posts through open advertisement.*

The Board ratified the recruitment process conducted and directed that in future no relaxation in eligibility criteria be given as per previous relaxation grant by the Board. Any fresh case shall be brought to the notice of the Board for consideration.

*Item No. 32-4.1.2: To ratify the appointment of Assistant Professors in various departments under four-tier flexible faculty structure.*

The Board ratified the process of recruitment of faculty under the 4-tier flexible structure. The internal candidates (3-tier rigid system) allowed to apply for next or same AGP under 4-tier flexible structure was ratified. It was informed to the Board that the recommendations of the Selection Committee were approved by the Director under the authority vested in him by the Clause 17 (15) of NIT Statutes.

*Item No. 32-4.2: To ratify the expenditure incurred on publication of advertisements through various publication directly.*

The item was ratified.

*Item No. 32-4.3: To ratify the expenses incurred for maintenance of Innova Car (RJ 14UD 3340) of the Institute.*

The item was ratified and it was decided that the Director is competent to approve the same. In future, such items should not be brought to the Board.

*Item No. 32-4.4: To ratify the fees to be charged from students/alumni for issuance of transcripts.*

The Board ratified the decision.

**Item No. 32-4.5:** *To ratify the fees to be charged for verification of educational certificates to the Indian and outside organizations with regard to UG, PG & Ph.D students graduated from MNIT Jaipur.*

The Board ratified the decision.

**Item No. 32-5.0:** *Reporting items.*

**Item No. 32-5.1:** *To note the honorarium to paid Training and Placement Officer.*

Noted.

**Item No. 32-5.2:** *To take the note of the minutes of the 28th meeting of Buildings & Works Committee being held on 28<sup>th</sup> March, 2015.*

Noted.

**Item No. 32-5.3:** *To take the note of the minute of the 31<sup>st</sup> and 32<sup>nd</sup> meeting of Senate were held on 02<sup>nd</sup> December, 2014 and 28<sup>th</sup> March, 2015 respectively.*

Noted.

**Item No. 32-5.4:** *To brief about 27th meeting of Finance Committee being held on 03<sup>rd</sup> June, 2015.*

Noted.

**Item No. 32-5.5:** *To note Annual Report and Audited Annual Accounts for the year 2013-14 of the Institute.*

Noted. The Board directed to get the accounts of 2014-15 audited by the Statutory Audit (AGI) at the earliest.

**Item No. 32-5.6:** *To note the increase in emoluments of 13 contractual employees working on consolidated salary of the Institute.*

Noted. In future any increase should provide clear justification.

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*Item No. 32-5.7: To note the guidelines for hiring Adjunct Faculty in the Institute.*

Noted.

*Item No. 32-5.8: To note the proposal of construction of Incubation centre.*

Noted.

*Item No. 32-5.9: To note the appointment of Dr. Mahender Choudhary, Associate Professor, Civil Engineering Department as Principle, Engineering College, Banswara on deputation and again joined MNIT Jaipur.*

Noted.

*Item No. 32-6.0: Any other item(s) with the permission of the Chair.*

*Item No. 32-6.1: To consider the fixation of initial basic pay under 4 tier flexible structure for Assistant Professor under AGP 6000/7000/8000/-.*

The fixation of basic pay under 4-tier flexible structure may be as per the RRs notified by MHRD. It was clarified by the representative of the Ministry that pay fixation done by several IITs is erroneous and should not be followed.

*Item No. 32-6.2: To ratify the list of proposed experts of selection committees for recruitment of faculty staff.*

Ratified.

*Item No. 32-6.3: To consider Construction of Sports Complex.*

The proposal was appreciated and approved in principle. However, it suggested that the alumni should provide 50% of the project cost. As and when as committed out of which when institute receives 1/4<sup>th</sup> of total project cost from the alumni then the work may be taken up to start the project. The matching grant shall be provided by MHRD grant (i.e. 50% of the project cost).

**Item No. 32-6.4:** *To note list of the non-teaching employees working on contract.*

Revised list be put up in next BOG. The Institute should avoid recruiting fresh persons on contract except in special circumstances. Hiring of retired persons with special skill set was approved.

**Item No. 32-6.5:** *To consider the enhancement of Fixed Medical Allowance (FMA) for the pensioners from Rs. 300/- to Rs. 500/- pm.*

Approved as proposed.

**Item No. 32-6.6:** *To note the resignation of Dr. Ketki Sharma, Assistant Professor, Department of Civil Engineering.*

Noted.

**Item No. 32-6.7:** *To consider the nursing allowance.*

In Principle agreed. Board suggested to get concurrence from MHRD.

**Item No. 32-6.8:** *To note the sanction of additional faculty and non-faculty staff strength in the institute.*

The Board appreciated the sanction given by MHRD. It directed that immediate step should be taken to fill these positions and also directed that all guidelines of the Govt. of India should be followed.

**Item No. 32-6.9:** *To consider the Minutes of Standing Grievance Committee.*

S. No.	Item	Decision of Board.
Part-I	Case regarding stepping up of Pay of Senior faculty with reference to junior faculty.	The Board approved the recommendation of the Standing Grievance Committee and did not approved any step up of salaries.
Part-II	Grievance of Dr. Rohit Bhakar, Assistant Professor, Electrical Engineering Department	The Board agreed with the recommendations of Standing Grievance Committee and directed to follow decision of 30 <sup>th</sup> BOG meeting.
Part-III	Grievance of Dr. S.K. Tiwari, Associate Professor, Civil Engineering Department	The Board concurred with Standing Grievance Committee to seek more information about the case.

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Part-IV	Grievance of Dr. Subir Debnath, Sports Officer	The Board did not accept the recommendations of Standing Grievance Committee and did not accept the plea of Dr. S. Debnath.
Part-V	Grievance of Dr. Suman Rathore	The Board agreed with Standing Grievance Committee to consider the case only after providing complete documentation.

**Item No. 32-6.10:** *To ratify the modifications / corrections made in the guidelines for creating and utilizing of R&D funds.*

Ratified with minor corrections as reported in **Table – A**.

**Item No. 32-6.11:** *To consider measures for making Materials Research Centre self sustainable.*

The Board directed to review the recommendations and present in the next Board meeting.

The meeting ended with vote of thanks to the chair.

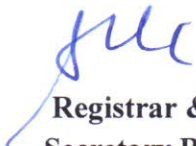
  
Registrar &  
Secretary BOG



TABLE-A

*Ratified with minor correction as mentioned below:*

**Page 109**

*"Only faculty members of the Institute would be considered/or PDF"*

replaced by

"Only those faculty members of the Institute would be considered for utilizing Professional Development Fund, who have contributed towards the development of this PDF amount"

**Page 110**

*In case of seminar/conferences/workshops initiated by faculty members, Coordinator/co-- coordinator shall be treated as PI/Co-PI for utilization of unspent amount, hence, utilization of unspent amount shall be similar to that of pdf mentioned in the preceding section*

replaced by

In case of seminar/conferences/workshops initiated by faculty members, Coordinator/co-coordinator shall be treated as PI/Co-PI for utilization of unspent amount; hence, **distribution** of unspent amount shall be similar to that of pdf mentioned in the preceding section

**Page 110**

*in case of events, activities conducted by the Institute in which the Institute appoints coordinator (such as CCMT, CSAB, Selection tests for state engineering departments etc.), utilization of funds shall be as given below:*

replaced by

In case of events, activities conducted by the Institute in which the Institute appoints coordinator **distribution** of funds shall be as given below:

**Page 110**

The following added:

The professional development fund to be utilized as mentioned in section A.

**Page 112**

2. Seed money for organizing conferences/seminars, and funding for Institute brand building

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*(invited talks of eminent speakers etc.) etc,*

*- The overall ceiling for this category (combined for all conferences/summer schools of that year) can be 20% of the total amount available for the financial year.*

Replaced by

2. Seed money for organizing conferences/seminars, and funding for Institute brand building (invited talks of eminent speakers etc.) etc,

- The overall ceiling for this category (combined for all conferences/summer schools of that year) can be **25%** of the total amount available for the financial year.

### Page 113

An institute level committee may be constituted for overseeing the process of approvals, advances and other routine matters related to R&D Promotion fund:

- Dean (R &C): Chairperson of the committee
- Dean (FW)
- One faculty member as nominee of the Director

The committee in special case may recommend modification in the upper limit for utilization of R&D promotion fund

On the recommendations of above committee, Director shall be the final authority

Replaced by

An institute level committee may be constituted for overseeing the process of approvals, advances and other routine matters related to R&D Promotion fund:

- Dean (R &C): Chairperson of the committee
- Dean (FW)
- One faculty member as nominee of the Director
- Dy Registrar (Accounts) or his nominee

The committee in special case may recommend modification in the upper limit for utilization of R&D promotion fund

On the recommendations of above committee, Director shall be the final authority