

**Centre for Industrial Consultancy and Sponsored Research  
S V National Institute of Technology, Surat**

No. Dean (R & C) /ICSR/116/2017-18

Date : 20 Nov 2017

Minutes of the 2<sup>nd</sup> Meeting of the ICSR Board held on 17 Nov 2017 at Institute Conference Hall. Following members were present at the meeting.

SN	Name	Designation
1.	Prof S R Gandhi	Director, Chairman ICSRB
2.	Prof H K Raval	Dean (R & C), Member
4.	Prof C H Solanki	Head (AMD), Member
5.	Prof S M Yadav	Head (Civil), Member
6.	Dr J N Sarvaiya	Head (ECED), Member
7.	Dr K C Maheria	Head, ACD, Member
8.	Dr S N Sharma	Head, EED, Member
9.	Dr Z V P Murthy	Head (CheD), Member
10.	Dr R G Mehta	Head (CoEd), Member
11.	Dr K P Desai	Head (MED), Member
12.	Dr Vipul Kheraj	Head (APD), Member
13.	Dr H P Bulsara	Head (AMHD), Member
14.	Prof P L Patel	Dean (Acad), Special Invitee Member
15.	Mrs Dr U D Dalal	Associate Dean (F/W), Special Invitee Member
16.	Dr P V Bhale	Associate Dean (R&C), Member Secretary

Prof D P Vakharia, Incharge Registrar, Prof H J Nagarsheth, Dean (F/W) could not attend the meeting due to prior commitment.

Following are the minutes of the meeting held

**Item No 01** To confirm the minutes of First ICSRB Meeting

**Res. No 01** Prof C H Solanki, Head Applied Mechanics suggested a minor change that the revised consultancy amount distribution norms should be applicable for those consultancy projects which will be

received after 3<sup>rd</sup> Oct 2017 and previous consultancy distribution norms are to be followed for those earlier projects received on or before 03<sup>rd</sup> Oct 2017. The same was accepted by the ICSRB for necessary considerations, followed by which It was resolved to confirm the minutes of First ICSRB meeting held on 03 Oct 2017

**Item No 02**

To discuss and resolve various commitments/requirements on to the part of Host Institute in case of Dr Dinesh Sawant "DST Inspire Faculty Awardee" who is willing to opt SVNIT Surat (Applied Chemistry Dept), as host institute.

**Res. No 02**

The minimum requirements/commitments as specified by DST on to the part of SVNIT while hosting Dr Dinesh Sawant as 'DST Inspire Faculty' were discussed at length. Various issues not specified in the DST letter like Teaching Load for the DST inspire faculty were also discussed. It was unanimously resolved to welcome and host Dr Dinesh Sawant as 'DST Inspire Faculty' in applied chemistry department of SVNIT Surat. It was also resolved that the proposed DST Inspire Faculty Awardee will be governed by institute rules and regulations. Issues like appropriate teaching load and other responsibilities will be as decided by the Head of the Department, Applied Chemistry. It was resolved that there will not be any vacation for this type of faculty position/s and he will not be entitled for any CPDA/ LTC claim. It was further resolved that he may be provided with appropriate accommodation (if requested) subject to availability. It was also resolved that there will be no financial liabilities on the part of the institute for such purpose.

**Item No 03**

To discuss and resolve the Leave related issues of JRF/SRF/RA/ Inspire Fellow/Young Scientist/Post Doct Fellow working in various Sponsored Research and Constancy Projects of the institute



**Res No 03**

It was unanimously resolved that the Leave Rules for Ph D (Full-Time) Students framed by Institute Level committee as per the 33<sup>rd</sup> IAAC Meeting Minutes wide resolution Ref No 02, Annexure I, may be referred by the ICSRB for meeting the leave requirement of JRF/SRF/RA/Inspire Fellow/Young Scientist/Post Doct Fellow/ etc. working in various Sponsored Research and Constancy Projects of the institute. The HoD office of respective department will maintain the record of the leaves. Based on this, the Draft Leave Rules are prepared and placed in Annexure I (Page 4). The Chairman ICSRB also suggested to make the biometric compulsory for all staff working under various research and consultancy projects to which all the members agreed unanimously.

**Item No 4**

**Item with the permission of chair**

**Item 4 (a)**

To discuss the issue of allowing a student, research scholar to participate in National/International Conference/ STTP/ Workshop/ Technical Meeting/Event with financial support from Faculty Members own Professional Update Fund.

**Res No 4 (a)**

The issue was discussed in view of certain requests received to Dean (R & C) office by the faculty members of few departments. The Chairman ICSRB suggested to take up this matter in the next ICSRB meeting in view of time constraint to which all the members agreed.

Finally the Chairman ICSR thanked all the members



Dr Purnanand V Bhale  
Associate Dean (R& C)  
&  
Member Secretary (ICSRB)



Prof H K Raval  
Dean (R & C)  
&  
Member (ICSRB)



Prof S R Gandhi  
Director  
&  
Chairman(ICSRB)

**Sub. : Institute Leave Norms for Staff working under various Sponsored Research and Consultancy Project (including and JRF/SRF/RA/Young Scientist/Post Doctorate Fellow/etc.) at SVNIT, Surat**

**(Ref. Minutes of 2<sup>nd</sup> meeting of the Industrial Consultancy & Sponsored Research (ICSR) Board held on 17<sup>th</sup> Nov., 2017)**

1. The project staff during his/her stays at the Institute will be entitled for 30 days leave during each academic year, **including 10 days leave on medical ground**. These scholars are not entitled to have vacation. Even during mid-/ end semester breaks and summer and winter vacation, he/she will have to explicitly apply for leave. HoD of the concern department will approve the leave application and the HoD office of respective Department will maintain the record of the leaves.
2. He/She will be entitled for 8 days casual leaves in a calendar year.
3. Duty leaves up to 30 days in an academic year may be granted by HoD and if finance is involved than by Dean (R&C) on recommendation of Principal Investigator/Principal Consultant for project related work including but not limited to data collection, testing / measurement (if facility not available within the institute), presenting research papers in conferences, attending workshops/ conferences required for his/her research work, etc.
4. Research scholar will be eligible for Maternity/ Paternity Leaves with Assistantship as per Govt. of India notifications released from time to time for research scholars. Such leaves for concerned staff will be routed through PI of the project - the Head of Department-Dean (R & C)-Dean (F/W)-Registrar. Office order issuing authority for such leaves will be Establishment Section.
5. In case the concerned project staff who has enrolled for higher education like Ph D programme of the institute, he/she will be governed by above rules.

Note: In case the Project Staff is on roll for part of the Academic year, the proportionate leaves can be availed by him/her. Office of the concerned Head of Department will maintain the record of all types of leaves.



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