

TASK FORCE COMMITTEE

S V NATIONAL INSTITUTE OF TECHNOLOGY SURAT

**Minutes of Task Force Meeting held on 21 March 2021 (Sunday) at 10.30 am in the
Administrative Building, Deputy Director Office.**

Following are the minutes of the meeting:

The minutes of the Task Force Committee Meeting held on 18 March 2021 were already circulated to all staff on 19th March 2021. However, the committee members noted one recent circular issued by the State Government very on 19th March 2021 for educational institutions across the state. The same is enclosed herewith. The circular dated 19th March 2021 states that Post Graduate classes (Theory and Practical) can be held OFF LINE by maintaining all protocols of social distancing, face mask and sanitizer use.

After the receipt of this circular, a short meeting of the Task Force Committee was called in the office of the undersigned on Sunday (21st March 2021) and in the context the Task Force Committee recommends the Institute Authority for the following alterations in the earlier minutes circulated on 19 March 2021.

- i) Day scholar of M Tech First Year and Ph D First Year students (having course work) shall be asked to stay on campus (Hostels) with immediate effect for the OFF LINE Classes and End Semester Examination. They shall be accommodated at the hostels at the nominal charges (preferably not exceeding Rs 60 per day). Such students will have to undergo necessary

anti-gen test and self observance period of 07 days on campus. Hostel section shall see that such formalities shall get complete before 29th March 2021.

ii) Till this period (upto 29 March 2021), the M Tech First Year Classes/ Lab sessions shall be online mode.

iii) From 30th March 2021 onwards, the Theory and Practical Classes and even the End Semester Exam for M Tech First Year and Ph D First Year students shall be conducted in OFF LINE Mode (in Physical presence).

Other things of the Minutes of Meeting held on 18 March 2021 remain unchanged.

This arrangement is as per the recent guidelines issued by Shikshavibhag, Government of Gujarat vide karan/06052020/kh-1, dated 19/03/2021. In future the decision will be taken as per the guide lines of local administration of Surat/ Government of Gujarat.

The Hon Director is requested to approve the minutes.

Prof P L Patel

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Dy Director & Chairman (TFC)

22.03.2021

✓
Approved/ ~~Not Approved~~


Director 22/3/21

✓ Copy to: Dean (Academic) : With a request for further circulation to the students.

TASK FORCE COMMITTEE

S V NATIONAL INSTITUTE OF TECHNOLOGY SURAT

Minutes of Task Force Meeting held on 18 March 2021 at 10 am in the Institute Conference Hall

Following are the minutes of the meeting:

Prof P L Patel, Chairman of Task Force Committee welcomed all members. He requested Dr Sanjay Shah, Chief Medical Officer to brief the members about the situation prevailing at present in the Surat and other parts of the country.

Dr Sanjay Shah appraised the members about various guidelines issued by the Civic body/ State government, and also appraised the members about the looming threats over the campus, if timely anti-covid safety measures are not taken. He informed that SMC Surat Dhanvantari Rath is in the campus on regular basis for screening the M Tech/ Ph D students, and also screening the candidates coming into the campus as part of ongoing recruitment process.

The guidelines of State and Civic body on educational institutions was also discussed at length and based on discussion, the committee recommended the following

- i) The decision on OFF-LINE (Physical presence) classes for the M Tech I year and Ph D First Year students shall be kept on hold till 10 April or further order whichever is later. The classes will be held in ONLINE

MODE till 10 April 2021 or further notice whichever is later. The Professor in-charge CCC is requested to take appropriate measures to ensure smooth internet connectivity in the hostels where M Tech and Ph D First Year students are located.

- ii) The Day Scholar students of M Tech First Year and Ph D First Year shall be attending Online classes from home, and shall not be allowed to visit campus till 10 April 2021 or till further notice whichever is later.
- iii) The Day Scholar students of M Tech II year and Ph D students (other than First Year) requiring laboratory facilities for timely completion of their research work are advised to stay in campus after completion of required self observance period and stay at hostel till the situation gets normal. Such students can write to Dean (Student Welfare)/ Hostel Section for necessary accommodation. The committee also recommended the institute authority to consider concessional charges on per day basis for stay of such students taking into account the pandemic situation and to avoid the possible academic loss of the candidates. If the candidate is not willing to opt for this option then till 10 April 2021 or till further order he/she shall work from home and shall not be permitted on campus.
- iv) Many M Tech and PhD research scholars have already arrived at the campus for laboratory work however, if anyone has not reported till date, shall not be permitted till 10 April 2021 or till further

notification whichever is later. However, entry to outside Ph D candidates (outside of Surat) may be permitted for exceptional cases like Ph D viva voce examination. However, such students are required to undergo RT-PCR test before embarking on journey (within 72 hours of arrival at campus).

- v) In the above context, the office of the Dean (Academic) will issue appropriate notices to all stake holders and shall ensure its wide circulation for enough clarity amongst the students.
- vi) Faculty/ staff members/ daily wagger/ contractual staff/temporary staff coming into the campus from the Surat city, are required to undergo weekly Anti-Gen Test to be arranged in the campus as per the schedule to be intimated to them.
- vii) The students shall not be allowed in the canteen premises, if he/she is without any mask. If any student found on campus without mask, then he/she will be liable for appropriate disciplinary action.
- viii) Dr Sanjay Shah, CMO, informed that there is a requirement of filling inputs on day to day basis in the portal of SMC that requires daily updates on number of positive candidates/staff members of the institute, candidates under quarantine period, updates on compulsory mask wearing by campus inmates, updates observed on any covid 19 symptoms observed amongst students etc. In this context there is a requirement to appoint Nodal Officer on campus for Suraksha Kavach Samiti for SVNIT Surat. In this context the

committee recommended to appoint Dr Chirag Vaghela, SAS Officer to shoulder this responsibility and work in liaison with Chief Medical Officer, Hostel Section and Establishment Section and ensure the compliance of the requirement.

- ix) The Health Center in consultation with Hostel Section/ Dean (S/W) office shall purchase the required number of oxy-meters and other items required to safeguard the campus against COVID 19.
- x) In view of several Building and Construction activities ongoing on campus, the Chairman of the Committee expressed the concern over movements of large number of labors on campus without any mask. Visit of such labors at Institute canteen without mask is a cause of concern. The Dean (Planning & Development) informed that the contractor shall be instructed for the needful and necessary steps to relocate their stay arrangements away from students accommodation premises.
- xi) The badminton court in general and Gym in particular will remain closed for students and staff till 10th April 2021 or till further notice whichever is later.
- xii) The entry of grocery vendors, Amazon delivery etc shall be restricted at the main gate only. However, entry to bulk items transport shall be allowed till residence. The fruit and vegetable sellers visiting on the campus will have to undergo weekly antigen test as a compulsory requirement to continue his services up to hostels, campus

residences. The fruit and vegetable vendors will not be allowed to go in inside residence towers. Prof In-charge Security will issue appropriate instructions to his staff to this effect.

- xiii) The outside visit for the campus residents (faculty and staff members) will be restricted unless it is very much essential.
- xiv) AMC staff and staff of Computer Center for internet etc., shall be functional provided they are not visiting from affected areas.
- xv) Outsiders for the purpose of technical discussion/ consultation/ repair of equipments/ items/ computer/ printer/ minor item like water filter repairer/ skill worker for short duration visit etc shall be allowed however such intimation needs to be given to Professor in charge Security well in time. The requests will be scrutinized and permitted, if found genuine.
- xvi) For any issue at the gate entry, the visitors can contact Professor In - Charge Security.

The meeting ended with vote of thanks from the chair.

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Prof P L Patel

Dy Director and Chairman – Task Force Committee, SVNIT Surat