

# MINUTES

Minutes for the **Forty fourth** meeting of the **Board of Governors** of the Sardar Vallabhbhai National Institute of Technology Surat held on **Thursday, the 23<sup>rd</sup> February, 2017** at 11.00 a.m. in the Conference Room of the Hotel Pride, 5, University Road, Shivaji Nagar, Pune, Maharashtra - 411 005.

The following were present:

- |  |   |                    |
|--|---|--------------------|
| 1) <b>Mrs. Jaya Panvalkar</b><br>(Former Senior Director and Site Leader<br>NVIDIA Pune Design Centre) | : | <b>Chairperson</b> |
| 2) <b>Prof. S. R. Gandhi</b><br>Director, SVNIT  | : | <b>Member</b>      |
| 3) <b>Prof. Pranab Kumar Mohapatra</b><br>Professor, CE Deptt<br>I. I. T. Gandhinagar                  | : | <b>Member</b>      |
| 4) <b>Shri Janak Arvindbhai Mishtry</b><br>MD and Group CEO, LEXUS Group Co.<br>Surat                  | : | <b>Member</b>      |
| 5) <b>Dr. H. B. Naik</b><br>Professor, MED<br>SVNIT, Surat   | : | <b>Member</b>      |
| 6) <b>Dr. (Mrs.) V. A. Shah</b><br>Associate Professor, EED<br>SVNIT, Surat                            | : | <b>Member</b>      |
| 7) <b>Dr. D.P. Vakharia</b><br>Incharge Registrar & Prof. ME Dept.<br>SVNIT, Surat                     | : | <b>Secretary</b>   |

At the outset, the Chairperson welcomed all the attendees to the 44<sup>th</sup> Board meeting.

She expressed her gratitude towards the external members Prof. Pranab Kumar Mohapatra, Professor, CE Dept., IIT Gandhinagar and Shri Janak Mistry along with all other members for their participation in the meeting. Members from MHRD/Finance as well as Shri Jai Prakash Agarwal could not participate due to other commitments.

The Chairperson insisted on holding the meeting of Board of Governors regularly in each quarter. She also suggested Secretary to announce the date well in advance for each quarter. Thereafter she took up the agenda items for discussion.

**Item.1: To consider Director's Overview Report**

**Reso.1:** The Director presented his overview report which is placed as **APPENDIX 1.1** of the minutes. During discussions on overview report, the Board noted various steps proposed by the Director to streamline the affairs of the Institute. Further, the members appreciated the initiatives and gave in principle approval to implement the same after due procedure approval. Following resolutions were made:

1. In order to improve the academic performance, the number of events in which students spend lot of time have to be reduced or rescheduled. Academic section will relook at the calendar to ensure that the required working days in a semester is not affected.
2. For attendance alone, 10% weightage given in each course evaluation shall be removed and the same shall be added to the end semester examination or for tutorials, as decided by the individual department for each of the courses.
3. A guiding and counseling cell shall be created comprising of few faculty members, senior research scholars and senior students to vouch for the students with different behavior. Such students will be counseled by this group and if required, refer them to medical treatment by a psychiatrist or for a professional counseling to be arranged by the Institute.
4. Faculty recruitment shall be taken up on priority to reduce the number of Teaching Assistants to improve the quality of teaching.



5. To encourage teaching quality, Best Teacher award will be given to few faculty members every year. In addition, a life time achievement award will also be given to a senior faculty who has contributed significantly in teaching/research/administrative responsibilities.
6. Process of Teacher's evaluation and Course evaluation will be made available online so that the students can express their views without revealing their identity and the process is carried out without involvement of the concerned faculty members. Efforts shall be made to have the evaluation using existing of MIS software.
7. Procedure for evaluation of Master's Thesis will be made more transparent by having two common members of the department to be nominated by HoD attending the viva examination along with the external expert. This is to have a relative comparison between the work carried out by different students and awarding the grades accordingly.
8. The outstation visits by faculty shall be monitored and limited to four working days per month on consultancy/TPI assignment. Faculty having a sponsored project can have two working days visits per month on work related to the sponsored project. This is to ensure that faculty is available in the department for clarifying the doubts on courses being taught and for guiding their students for Master/Ph.D. work.
9. Centre for Continuing Education shall be established to encourage and monitor the short term training program/seminars as well as workshops/conferences. Apart from maintaining the accounts of the courses, it will also create infrastructure for courses and a corpus fund for the Institute. The centre will also assist faculty in book writing.
10. Centre for Industrial Consultancy and Sponsored Research shall be established under Dean(R&C) for effective interactions with the industries and monitor both consultancy and sponsored projects. The centre will collect certain percentage of the project value as overhead of the Institute to build its corpus fund and assist the coordinators of the project in project purchase, staff recruitment, reimbursement of travel and other expenses, etc.
11. Institute will initiate action for creating the following new facilities on the campus after following all due procedure for approval/tender:

- a. A main auditorium with about 2000 seats and two smaller halls with lower seating capacity for parallel sessions and related facility of catering/toilets/office for organizing convocation/conferences/lectures.
- b. A shopping centre with few shops of essential commodities for students/staff/faculty
- c. The residential quarters of C and D type, which were built about 45 years back are in dilapidated condition and unsafe. These buildings will be surveyed in detail. Some of these have been severely damaged due to corrosion of steel and concrete/plaster is spalling at several places, including the roof slab. These quarters are not safe in the event of earthquake. The unsafe buildings will be demolished to create new buildings of same type with lifts and meeting all safety norms/accessibility norms.
- d. A transport system within the campus will be created by having a fixed route touching most of the important points. The buses (two in number) will operate on this route with a frequency of about 15-20 minutes from 0700 hr to 2200 hr. It is proposed to outsource this service on contract so no purchase/maintenance is involved. Also providing driver will be in the scope of the contract.



**Item.2:** To confirm the minutes of the 43<sup>rd</sup> meeting of the Board of Governors held on 29/11/2016

**Reso.2:** The minute of the 43<sup>rd</sup> meeting of BoG was circulated to all members and they have approved. However, there was a comment by Shri K. Rajan, Under Secretary, MHRD. The Board has examined the comments which are placed at **APPENDIX 2.1** and deliberated on the same. Specifically, the 3<sup>rd</sup> para for Item No. 4 which is reproduced here as:

*"It may be pointed out here that the Suspension resorted to in this case at this stage is not in accordance with the CCA (CCS) Rules on Suspension.....".*

Where Director and secretary has given the views of the Institute Advocate, that the Charge Sheet and Suspension order was issued in accordance with the NIT ACT/ statues where in the NITs have to follow the CCS (Conduct) rules. In all arguments in the High Court of Gujarat, the Institute Advocate is pleading in to the court proceedings about the NITs act/statutes and procedure followed as per CCS (Conduct) rules in the cases of Dr. Ranjit Roy, Dr. Vivekanand Mishra and Shri H. A. Parmar.

The board also noted that the action was taken by the Institute prior to approval of the Minutes of the BoGs. However, it was observed that the minutes are approved only after the Action Taken Report is discussed in the next BoGs, and waiting for the same would be too late, in view of the sensitive nature of the issue. Board also noted that conformation of the minutes was received from the remaining external members (except Shri K. Rajan) through e-mail circulation as well as the members from the Institute.

With the above clarifications, the Board resolved to confirm the minutes.

**Item.3:** To note and approve the action taken on the resolutions adopted by the Board of Governors at its 42<sup>nd</sup> meeting held on 12/10/2015

**Reso.3:** The Board resolved to note and approve the action taken on the resolutions adopted by the Board of Governors at its 42<sup>nd</sup> meeting held on 12/10/2015.

**Item.4:** To note and approve the action taken on the resolutions adopted by the Board of Governors at its 43<sup>rd</sup> meeting held on 29/11/2016

**Reso.4:** The Board resolved to note and approve the action taken on the resolutions adopted by the Board of Governors at its 43<sup>rd</sup> meeting held on 29/11/2016

**Item. 5:** To consider the Stores and Purchase Manual of the Institute

**Reso. 5:** The board noted that the item is pending since 42<sup>nd</sup> Board meeting held on October 12, 2015. During review of the manual in 42<sup>nd</sup> Meeting, Board desired that the proposal be revised in the context of General Finance Rules (GFR) and any significant deviation be brought out in the subsequent meeting. The manual was accordingly revised but could not be taken up in the 43<sup>rd</sup> BoGs meet due to three major items on court cases. The item was therefore placed in the 44<sup>th</sup> BoGs but as the opinions were required from finance/MHRD technical section, Board resolved to differ the item due to non-availability of representative from Finance /MHRD and the Board resolved to put up the proposal to next BoG meeting.

- Item.6: To consider and note the status report of court case related to Sexual Harassment of women/girl students at workplace- regarding

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**Item. 7:** To consider and note the current status of Shri H. A. Parmar

**Reso. 7:** The Board considered and noted the current status of Shri H. A. Parmar and the steps taken by the Institute for issuance of Charge Sheet, Suspension Order to Shri H. A. Parmar and filing the Caveat in the Honorable High Court of Gujarat. As Shri H. A. Parmar has filed a petition (SCA no. 616 of 2017) and since the matter is sub-judice, the Institute is required to monitor the status of the court case and advised to follow the further proceedings in consultation with the Institute Advocate.

**Item. 8:** To consider and approve the confirmation in respect of Six (06) faculty members regarding.

**Reso. 8:** "Resolved to approve the confirmation in respect of Six (06) faculty members to the post(s) of Assistant Professors as detailed below. The orders for conformation shall be issued accordingly."

| Sr. No. | Name & Designation                                     | Deptt. | Date of Joining | Proposed Due Date of Confirmation |
|---------|--|--------|-----------------|-----------------------------------|
| 1.      | Dr. Arkatkar Shrinivas Shrikant<br>Assistant Professor | CED    | 06/12/2013      | 06/12/2015                        |
| 2.      | Dr. B. Kondraivendhan<br>Assistant Professor           | AMD    | 27/08/2013      | 27/08/2015                        |
| 3.      | Dr. Debesh Ranjan Roy<br>Assistant Professor           | APD    | 16/08/2013      | 16/08/2015                        |
| 4.      | Dr. Girirjsinh C. Jadeja<br>Assistant Professor        | CHED   | 16/08/2013      | 16/08/2015                        |
| 5.      | Dr. Kruperkar Ketan C.<br>Assistant Professor          | ACD    | 02/09/2013      | 02/09/2015                        |
| 6.      | Dr. Rajender Kumar<br>Assistant Professor              | ACD    | 06/12/2013      | 06/12/2015                        |

**Item. 9:** To consider and approve the confirmation in respect of Four (04) Non faculty members regarding.

**Reso. 9:** "Resolved to approve the confirmation in respect of Three (03) Non faculty members to the post(s) of officers as detailed below. The orders for conformation shall be issued accordingly."

| Sr. No | Name & Designation                               | Deptt.       | Date of Joining | Proposed Due Date of Confirmation |
|--------|--|--------------|-----------------|-----------------------------------|
| 1.     | Shri Vaghela Chiragbhai Ashokbhai<br>SAS Officer | Phy. Edu.    | 16/08/2013      | 16/08/2015                        |
| 2.     | Shri Ajay Kumar Sharma<br>Asst. Librarian        | Central Lib. | 02/09/2013      | 02/09/2015                        |
| 3.     | Shri Vigneshwara Raj A. G.<br>Asst. Registrar    | E&S          | 13/08/2014      | 13/08/2016                        |

"It is further resolved that the Director of the Institute is empowered to confirm Shri Ravinder Kumar, Asst. Registrar, after receipt of the clearance of police verification and character and antecedents with reference to Shri Ravinder Kumar."

**Item. 10:** To consider and approve the confirmation of compassionate appointment in respect of Five (05) Non faculty members regarding.

**Reso. 10:** "Resolved to approve the confirmation of compassionate appointment in respect of Five (05) Non faculty members to the post(s) of Jr. Assistant and Lab. Assistant as detailed below. The orders for conformation shall be issued accordingly."

| Sr. No. | Name & Designation                  | Deptt.                  | Date of Joining | Proposed Due Date of Confirmation |
|---------|-------------------------------------|-------------------------|-----------------|-----------------------------------|
| 1.      | Shri D. S. Rathod<br>Jr. Assistnat  | Central Lib.<br>Section | 06/04/2015      | 06/04/2016                        |
| 2.      | Shri B. K. Patel<br>Jr. Assistnat   | Academic<br>Section     | 06/04/2015      | 06/04/2016                        |
| 3.      | Shri P. M. Patel<br>Lab. Assistant  | ECED                    | 10/04/2015      | 10/04/2016                        |
| 4.      | Shri G. J. Mahida<br>Lab. Assistnat | EED                     | 22/04/2015      | 22/04/2016                        |
| 5.      | Shri R. B. Solanki<br>Jr. Assistnat | Account Section         | 13/04/2015      | 13/04/2016                        |



**Item. 11:** To consider and approve the proposal for allotment of Assistant Professors to newly Constructed Type – V (B(D-1)) Quarters.

**Reso. 11:** The item was discussed at length. After careful discussion on all aspects the Board unanimously adopted following resolution;

“Resolved to accept the proposal/report received from the Dean (Planning and Development) that vacant/surplus quarters of Type-V (B(D-1)) be made available to the faculty entitled to “C” type quarters, on payment of full standard license fees of the Type-V (B(D-1)) quarters as there is no wait list from the eligible faculty for 62 vacant Type –V (B(D-1)) quarters. Further it is also resolved that the assistant professor entitled to “C” type quarter have to give undertaking before shifting/taking the possession of Type –V (B(D-1)) quarter indicating that he/she will be required to vacate the quarter in a month notice when any entitled faculty demand the same Type-V (B(D-1)) quarter under his/her possession.”

**Item. 12:** To consider and approve to grant financial up gradation under the Modified Assured Progression Scheme (MACPS) to employees of the Institute.

**Reso. 12:** “Resolved to defer the item and be placed before the Board in its ensuing meeting due to non availability of Finance/MHRD members.”

**Item. 13:** To ratify the action taken by the Director to depute Dr. Jigisha K. Parikh, Scientist ‘G’ (Group-‘A’, Scientific and Technical Post) at Science and Engineering Research Board, New Delhi to the post of Scientist ‘G’ regarding.

**Reso. 13:** “Resolved to ratify the action taken by the then Director to depute Dr. Jigisha K. Parikh, Scientist ‘G’ (Group-‘A’, Scientific and Technical Post) at Science and Engineering Research Board, New Delhi as requested by the Director, Science and Engineering Research board, New Delhi to post of Scientist ‘G’ (Group-‘A’, Scientific and Technical Post) for the period of three years as per clause 33 of the First Statute under NIT Act., 2007.”



**Item. 14:** To ratify the action taken by the Director to grant Sabbatical Leave to Dr. D. C. Jinwala, Dean (R&C) & Professor in Computer Engineering Department to work as Visiting Professor at Computer Science Department, Daniel Felix School of Engineering and Computer Science (University of Denver, USA) during the period from 20/07/2016 to 19/07/2017 regarding.

**Reso. 14:** "Resolved to ratify the action taken by the then Director to granting of Sabbatical Leave to Dr. D. C. Jinwala, Dean (R&C) & Professor in Computer Engineering Department for 2016 - 2017 to work as Visiting Professor at Computer Science Department, Daniel Felix School of Engineering and Computer Science (University of Denver, USA) during the period from 20/07/2016 to 19/07/2017 and directed that appropriate bond could be executed, if balance amount of provident fund in his Provident Fund Account is insufficient to cover the amount of salary payable to him for the duration of the sabbatical Leave."

"Further, resolved that, the faculty on return to the Institute after availing sabbatical leave for the purpose mentioned in his request application should submit a report of the work done during the sabbatical leave to the Institute authority."

**Item. 15:** To note the action taken by the Director regarding the appointment/renewal of Deanship in various area(s) and to consider and nominate Head of Computer & Mechanical Engineering Department.

**Reso. 15:** "Resolved to note the action taken by the Institute regarding the appointment of Deans / Associate Dean in Various area(s) as per below table."

**LIST OF DEANS**

| Sr. No. | Name & Designation                               | Deptt. | Area        |
|---------|--|--------|-------------|
| 1.      | Dr. H. B. Naik,<br>Professor                     | MED    | Dean (A&RG) |
| 2.      | Dr. H. J. Nagarsheth,<br>Professor               | MED    | Dean (FW)   |
| 3.      | Dr. (Ms.) A. K. Khambete,<br>Associate Professor | CED    | Dean (P&D)  |
| 4.      | Dr. H. K. Raval,<br>Professor                    | MED    | Dean (R&C)  |
| 5.      | Dr. R. A. Christian,<br>Associate Professor      | CED    | Dean (SW)   |

**LIST OF ASSOCIATE DEANS**

| Sr. No. | Name & Designation                        | Deptt. | Area            |
|---------|---|--------|-----------------|
| 1.      | Dr. V. H. Pradhan,<br>Associate Professor | AM&HD  | Asso. Dean (SW) |

"Resolved to appoint Dr. (Ms.) Rupa G. Mehta, Associate Professor in Computer Engineering Department as Head of Computer Engineering Department w.e.f. 02/02/2017 and Dr. K. P. Desai, Professor in Mechanical Engineering Department as Head of Mechanical Engineering Department w.e.f. 01/02/2017."

**Item. 16:** To consider the report submitted by the committee constituted in the context of incorrect fixation of pay in respect of Associate Professor, due to placing them PB-4 with grade pay Rs.9000 without completing three years in the post of Assistant Professor

**Reso. 16:** The item was discussed in length. The Board has carefully gone through the report submitted by the Committee constituted in the context of incorrect fixation of pay in respect of Associate Professors of SVNIT Surat and resolved to accept the recommendations of the Committee which are reproduced as follows:"

- "1. In the absence of any specific orders of a court having jurisdiction on SVNIT, Surat, it may be presumed that the interpretation of the order of MHRD on pay fixation of Assistant Professors and Associate Professors is to be made in accordance with the letter number F.23-1/2008-Ts.II dated 18/08/2009."
- "2. As a first step above, the pay re-fixation of these employees should be made with immediate effect and the revised pay be communicated to the employee. This will result in stopping further escalation of excess payment. In addition, it may be mentioned that as the Seventh Pay Commission is likely to be effective from 1-1-2016, this step will result in preventing cumulative error dues to incorrect pay fixation based on salary drawn on 1.1.2016."
- "3. In order to avoid hardship to the employees on account of substantial excess payment made, it is proposed that the quantum of recovery per month should not exceed 10% of the gross salary (Basic + D.A. + H.R.A. + T.A.) of the employee. The employees may be given the option of paying a higher quantum towards recovery, if they so desire. Further, in order to avail such easy recovery scheme, each concerned employee must give an undertaking that in case of the employee leaving the Institute by way of resignation or voluntary retirement, the Institute may recover the balance from amounts that may be due to him/her by way of Provident Fund, Leave Encashment, Gratuity etc."



- "4. In case those employees who will be retiring within the next five years, either the quantum of recovery may be proportionately increased or the employee may give a written undertaking to the effect that the balance amount will be recovered from his retirement benefits (such as Gratuity, PF and Leave encasement)."
- "5. The Committee observed that the situation that arose in the present case was due to insufficient checks and balances in fixing the pay of an employee. As an exercise to fix such salaries will arise in near future due to the proposed recommendations of the 7<sup>th</sup> CPC, the Institute must put in place a robust system such that similar situation may not arise in future."

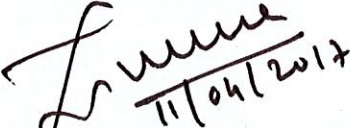
**Any other item with permission of Chair**

**Item. 17: To consider the increase in rate for Daily Wage employees regarding**

**Reso. 17:** The board noted that BoGs in the earlier meetings have resolved minimum wages to be paid as per govt. of Gujarat. If any modification in this resolution adopted earlier is required, the presence of MHRD/Finance is necessary as this is a policy decision. Both members from MHRD and Finance could not be present due to other commitment.

"The Board therefore resolved to defer the item and place it before the Board in its ensuing meeting."

The meeting ended with a vote of thanks to the chair.

  
(Dr. D.P. Vakharia)  
Incharge Registrar  
Secretary, BoG

  
(Mrs. Jaya Panvalkar)  
Chairperson, BoG

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अध्यक्षा / CHAIRPERSON  
नियामक मंडल  
BOARD OF GOVERNORS  
स. व. रा. प्रौ. सं. सुरत  
SVNIT, SURAT