

NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

TAKYELPAT, IMPHAL

MINUTES OF THE 3rd MEETING OF THE BOARD OF GOVERNORS HELD ON 30TH JULY 2013

The 3rd meeting of the Board of Governors of National Institute of Technology Manipur was held on 30th July, 2013 at 10:00 AM at the NIT Manipur Conference Hall.

Prof. Y.S. Rajan, Chairman of the Board of Governors, NIT Manipur presided over the meeting.

The following members were present:

- ❖ Prof. Y.S. Rajan : Chairman
Hon. Distinguished Professor, ISRO
- ❖ Dr. S. Birendra Singh : Ex-officio Member
Director, NIT Manipur
- ❖ Shri R. Srinivasan : Member
Director (TE), MHRD
On behalf of Additional /Jt. Secretary dealing
with Technical Section, Department of Higher
Education, MHRD, Govt. of India
- ❖ Shri Satpal Sharma : Member
AFA
On behalf of Financial Advisor, MHRD
- ❖ Prof. K.P. Ghatak : Member
HOD (ECE), NIT Agartala
- ❖ Dr. A. Amudeswari : Member
Director, CICS, Chennai
- ❖ Prof. Ch. Amuba Singh : Member
Former Vice Chancellor, Manipur University
- ❖ Shri Khumanthem Devabrata Singh : Member
Proprietor, M/s Deva Bamboo & Allied Industries
Nominated member, Govt. of Manipur
- ❖ Dr. Debasish Bhattacharjee : Ex-officio Secretary
Dean (Admn), NIT Agartala
Officiating Registrar, NIT Manipur

Prof. Alika Khare, Dean of Academic Affairs, IIT Guwahati, nominated member of Director, IIT Guwahati could not attend the meeting.

At the outset, the Chairman introduced the new Director Dr.S.Birendra Singh of NIT Manipur to all the members. All the members present congratulated Dr.Singh on becoming the Director of NIT Manipur. The Chairman also mentioned the contribution of Prof (Dr) P.K.Bose as Mentor Director and Director of the Institute and BOG warmly commended his services and suggested that this may be communicated to Prof.P.K.Bose. The Chairman before starting the discussion on agenda items invited general remarks from the hon'ble members. The members put forward some relevant issues and BOG desired that these are taken care of. It was suggested that the agenda items and papers may be communicated to the members at least 7 days before the meeting. There were also detailed suggestions to improve the documentation of agenda items which can be self explanatory. The Chairman also welcomed all the members and then requested the Registrar (Officiating) to initiate discussions on agenda items. The following agenda items were discussed and item-wise decisions are described below:

ITEM NO. 3.1: Confirmation of the Minutes of the 2nd BOG Meeting on 9th Feb 2013

The minutes of the 2nd Meeting of the BOG held on 9th Feb, 2013 at the Conference Hall of Manipur University was confirmed.

ITEM NO. 3.2: Action taken on the decision of the Second meeting of the Board of Governors held on Feb 9th 2013 in the conference Hall of Manipur University

The actions taken on various decisions of the 2nd Meeting of the BWC were noted. In respect of Item no 2.6 regarding construction of Assam Type structures for hostels, classrooms it was confirmed that the new revised estimated cost would be Rs.52.80 crores incorporating a girls' hostel of 100 seat capacity with two staff quarters. The work taken up by CPWD has now come up with Rs 262.34 Crores considering all details as given in the detailed estimates (Both of these is appended to this minutes for convenience of reference). BOG approved these final estimates. The Board also reiterated that the construction agencies should prepared milestones as per decision taken in the 3rd Finance Committee Meeting and payment should be released as per approved milestones.

The hon'ble members during the discussion suggested that while reporting the action taken on various agenda items in tabular form, one more column should be introduced describing briefly the decision on the Board regarding the item.

ITEM NO. 3.3: To consider the minutes of the 1st Senate meeting held on 25th June 2013 at Conference Hall of NIT Manipur

The recommendations resulting out of the minutes of the 1st Senate meeting were approved. The Board suggested that the following issues are to be taken care of while taking follow up action on the decisions of the Senate.

- (i) In respect of Item no 1.2.3 regarding framing of examination rules and regulations, there should be room for flexibility and innovation instead of rigidity.
- (ii) In respect of Item no.1.2.5 regarding ratification of revised fee structure, the Board approved the revised fee structure adopted by the Institute as furnished below:

FEE STRUCTURE FOR ACADEMIC SESSION 2013-2014

TABLE- 1: FEES FOR CANDIDATE FOR ADMISSION TO NIT MANIPUR.

Sl. No.	Items	Fees to be deposited at the time of Admission (INR)		Fees to be deposited at the time of Registration of 2nd Sem. Class(INR)	
		Gen/OBC	SC/ST	Gen/OBC	SC/ST
1	Admission fee (one time)	1000.00	1000.00	0.00	0.00
2	Tuition fee (per annum)*	17500.00	0.00	17500.00	0.00
3	All other fees (per annum)	1000.00	1000.00	1000.00	1000.00
4	Institution Development fees (One time)	5000.00	5000.00	5000.00	5000.00
5	Students Activity (per annum)	1000.00	1000.00	1000.00	1000.00
6	Medical Insurance & OPD facility fees (per annum)	1200.00	1200.00	0.00	0.00
7	Caution money (Refundable)	5000.00	5000.00	0.00	0.00
8	Grade Card fee	500.00	500.00	500.00	500.00
9	Smart ID fee	200.00	200.00	0.00	0.00
10	Prospectus Fee	300.00	300.00	0.00	0.00
	Total (Rs)	32700.00	15200.00	25000.00	7500.00

However, the boarders of the hostel are required to pay the following fees along with the admission fee etc given under in the Table-1 above and for non-hostellers it is not required to pay the following fees at the time of admission.

Sl. NO.	Particulars	For Hostellers in 1st Semester (INR)	For Hostellers in 2nd Semester (INR)
1	Hostel Admission Fee	500.00	0.00
2	Mess Advance	5000.00	0.00
3	Hostel Rent	2500.00	2500.00
4	Mess Charge	14000.00	14000.00
	Total	22000.00	16500.00

The fee structure furnished above is same as the previous fee structure except enhancement of mess charge from Rs.12,000.00 per semester to Rs.14,000.00 per semester. Also the tuition fees for SC/ST students are now fully exempted, which was earlier Rs.17,500.00 per semester.

(iii) In respect of Item no. 1.6 regarding faculty development scheme, the members after discussion at length suggested the following issues to be addressed while taking follow up action: a Committee consisting of 4 to 5 persons consisting of a few BOG members and others from IIT Guwahati and Manipur University or their representatives may be constituted for preparing a draft of an in-house directed and driven Faculty Development Programme (FDP) and the same is to be submitted in the next BOG Meeting. While preparing the same, it should absorb the best practices and develop a...

Manipur. The FDP should be uniformly applicable to both regular and contractual faculty and staff. For faculty/staff members, administrative training regarding office practices and awareness of various Government of India policies, Rules and Regulations procedures etc may also be given importance. For faculty members in addition, other elements such as e-learning, Intellectual Property Rights (IPR), Research methodology, Development of communication and social skills, industry interaction etc. in addition undergoing PhD programme are to be considered. For imparting training for faculty and staff, the North-eastern Institutes like IITG, MU, NEHU, NERIST etc and NITTTRs may be preferred.

ITEM NO. 3.4: To consider the proposal for starting B.Tech in Electrical Engineering from July 2014 and increase intake of CSE from 30 to 60 in lieu of IT

The Board approved the recommendation of the Senate regarding introduction of a new B.Tech programme in Electrical Engineering and also approved the enhancement of intake capacity from 30 to 60 for CSE Department instead of opening Information Technology Department from the academic session 2014-15. During discussion on the item, Prof.K.P.Ghatak emphasised that under ECE Department, a new job oriented B.Tech programme on Electronics and Instrumentation Engineering may be started with an intake capacity of 30. The Board suggested that a proposal in this regard may be placed in a next Senate meeting for its consideration.

ITEM NO. 3.5: To consider the minutes of the 3rd BWC Meeting held on 24th July 2013

The BOG after detailed discussions approved the recommendations of minutes of the 3rd BWC Meeting incorporating the amendment recommended by the 3rd Finance Committee meeting in this regard.

ITEM NO. 3.6 : To consider the minutes of the 3rd Finance Committee held on 29th July 2013.

The BOG after discussion at length approved the recommendations of the 3rd Finance Committee meeting held on 29th July 2010. The Board further reiterated that a close tight monitoring and quality assurance is to be maintained. The payments may only be disbursed after ensuring that sufficient progress has been made as per approved milestones.

ITEM NO. 3.7: Approval of list of experts for faculty and non faculty selection committee

The members perused the list of experts for faculty selection of various departments and selection committee experts for non faculty post as prepared by the Institute and approved the same for the ensuing selection process. The Board further suggested that members may be allowed to suggest few names of experts within 15 days hence which may also be considered for the ensuing selection process by partial modification. The panel of experts may be annually updated.

ITEM NO. 3.8: Discussion on the status of the contractual employees

The Director apprised the Board that, the faculty and non-faculty recruitment notification was published vide No. F.NITA.3(4-Gen)/MANIPUR/2010/2430-33 Date 2nd July 2010, and it was re-advertised along with the additional sanctioned post on 12th Oct 2012 as the interview for the earlier advertisement could not be conducted. The applications received have been scrutinised, tabulated and shortlisted by a duly constituted screening committee. The Institute is waiting for the Board approval of the subject experts list for conducting the interview. The decision was taken after detailed discussions and after taking into account the various issues pertaining to this agenda. The following guidelines were given for counting of age for eligibility: the closing date of respective advertisement is to be considered for those who have applied against the first advertisement of the Institute and current one done on October 2012. Those who are currently on contract recruited earlier through advertisement are also eligible to be considered on this basis. The MHRD approved Recruitment Rules forwarded by the MHRD representatives on the table for Faculty and Non-Faculty selection process is to be followed for all future recruitment process. For the present selection process the qualification and experience mentioned in the advertisement will be applicable.

In future, the advertisements should clearly mention the category wise (SC/ST/OBC) breakup of the sanctioned post, cadre wise. A 200 point reservation roster should be immediately prepared by the Institute.

Regarding the position of the existing staff who are not covered by the above process, a decision will be taken in consultation with MHRD.

ITEM NO. 3.9: Discussion on Recruitment Rules for faculty and Non-faculty

The decisions taken are already mentioned in Item no.3.8.

ITEM NO.3.10: To Consider Administrative Approval for Various Construction Works proposed by the Institute

The Board accorded administrative approval for the various new constructions in permanent and temporary campus proposed by the Institute and recommended by the 3rd BWC and 3rd Finance Committee. As recommended by the Finance Committee, the Board also approved the construction of Girls' Hostel of 100 seat capacity and two staff quarters at the permanent site with an additional cost of Rs.12 crores (refer item 3.2 and related appendices).

Shaltacharya



ITEM NO.3.11: Any other item with permission of the Chair

3.11.1 To consider the recommendation of selection committee meeting for the post of Registrar

As an additional item for consideration of the Board, the Chairman placed before the Board a sealed envelope containing the recommendation of the selection committee for the post of Registrar, NIT Manipur held on 15th March 2013 at IIT Kharagpur Extension Centre Kolkata, against advertisement no. NITM.1/(2-Estt)MP/2010/276 dated 12th October 2012 along with a detailed note and enclosed documents thereof he requested for discussion on the matter and taking a decision in this regard. After detailed discussion, BOG concluded that there was no procedural lapse in the selection process and the processes have been followed correctly. After discussion, it was unanimously decided to open the sealed envelope containing the recommendation. The Chairman opened the sealed envelope and read out the minutes of the selection committee. The selection committee had recommended Shri R.K.Lalit Singh for the post of Registrar, NIT Manipur. There was no waiting list. BOG approved of the recommendation of the selection committee and instructed the Director to issue appointment letter in favour of Shri R.K.Lalit Singh for the post of Registrar with terms and conditions laid down by MHRD with a probation period of one year.

3.11.2 To consider tying up of NIT Manipur with Universities and Technical Institutions of South East Asian Countries and other issues raised by the members during discussion

Manipur is considered as the gateway to South East Asian countries. NIT Manipur can explore this advantage for tying up with universities and Technical Institutes and major industries of South East Asian specifically with Myanmar, Thailand, Hong-Kong, Singapore, Malaysia for various cooperation activities such as exchange of faculties and admission of students from these countries to NIT Manipur, joint centres of excellence, joint projects etc. It may even be brought up as India-ASEAN Centre for Advanced Learning.

3.11.3: Exploring unique academic programme for NIT Manipur

During the discussion Dr. A. Amudeswari suggested that NIT Manipur should be recognised for imparting a unique programme. BOG members discussed the matter in details and agreed on the importance of this suggestion. It was decided that for exploring such a programme a committee consisting of Prof. Ch. Amuba Singh, Dr. A. Amudeswari, Prof. K.P. Ghatak, Shri Khumanthem

committee may submit its report in a next Board meeting. They should consult a wide range of persons in this connection.

3.11.4: Students' Placements

Members also pointed out that the first batch of NIT Manipur is coming out by May 2014 and it is the right time that the Institute should exert its full effort for the placement of our students through campus interview. It is unanimously resolved that the Training and Placement cell of the Institute should be strengthened so that in near future 100% placement of our students would be accomplished. Members also offered to help in this process.

3.11.5: First Convocation of NIT Manipur

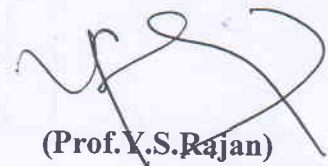
Since the first batch of students will come out during May 2014 the issue of organising the convocation was also discussed. The Board instructed the Institute to start the ground work for organising the first convocation in a befitting manner. The action taken in this regard is to be reported in the next Board meeting.

3.11.6: Imparting Vocational Training for HS+2 and Graduates from General Stream

In response to a suggestion, that NITM should try to reach out a wider cross section of Manipur Society trying to help those who have completed only 10+2, BA, B.Com, B.Sc and cannot proceed further, through imparting industry compatible skill packages with its facilities in cooperation with Manipur University, BOG appreciated the idea and desired that Director may come up with a proposal in consultation with Shri.P.Vaiphei, Commisioner Hr.Tech Education for further discussion in the matter.

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

DB Bhattacharya
(Dr. Debasish Bhattacharjee)
Dean (Admn), NIT Agartala
Officiating Registrar, NIT Manipur
&
Ex-officio Secretary
Building & Works Committee
National Institute of Technology Manipur


(Prof. Y.S. Rajan)
Chairman BOG, NIT Manipur
&
Ex-officio Chairman
Board of Governors
National Institute of Technology Manipur