

## Indian Institute of Engineering Science and Technology, Shibpur

Howrah – 711 103

Proceedings of the 2<sup>nd</sup> meeting of the Board of Governors of Indian Institute of Engineering Science and Technology (IEST), Shibpur held at 12.30 p.m. on 16<sup>th</sup> July, 2015 in the Conference Room of the 7<sup>th</sup> Floor of the Academic cum Administrative Building of IEST, Shibpur

### The Following members were present:

- 1) Dr. K. Radhakrishnan - Chairperson  
Former Chairman, ISRO
- 2) Prof. Ajoy Kumar Ray - Member  
Director, IEST, Shibpur
- 3) Prof. Indranil Manna - Member  
Director, IIT Kanpur  
Ministry of Commerce and Industry)
- 4) Prof. Gautam Bandyopadhyay - Member  
Professor, Dept. of EE, IEST, Shibpur
- 5) Prof. Shyamal Kr. Chattopadhyay - Member  
Professor, Dept. of Chemistry, IEST, Shibpur
- 6) Prof. Sneha Anand - Member  
Professor, Centre for Biomedical Engineering, IIT, Delhi
- 7) Mr. Alex P. Thomas AFA, MHRD representing Shri Yogendra Tripathi, - Member  
Financial Advisor, MHRD
- 8) Dr. Biman Bandyopadhyay - Secretary  
Registrar, IEST, Shibpur

### The leave of absence of the following members were granted

- 1) Shri Sanjeev Sharma Member  
Director, NITs, MHRD  
(on behalf of Addl. Secy (T), MHRD)
- 2) Prof. Anurag Kumar Member  
Director, IISc., Bangalore
- 3) Prof. Ashutosh Sarma Member  
Secretary, Department of Science and Technology
- 4) Secy. to the Govt. of India, Dept. of IPP Member  
Ministry of Commerce and Industry, Udyog Bhavan, New Delhi
- 5) Prof. N. Balakrishnan Member  
Professor, Dept. of Aerospace Engineering and  
Professor, Supercomputer Education and Research Centre  
IISc., Bangalore

At the outset the Chairperson extended a hearty welcome to the members of the Boards of Governors. He appreciated the action taken on the decisions of the last BOG meeting held on 26.02.2015 at NIT, Transit House, New Delhi. He expressed his satisfaction on his last meeting with the senate members for framing the academic structure and the road map of IEST to rise to the next level of excellence. He expected that institute will finalize its academic curriculum, academic structure, and the road map ahead. He also opined that institute should continue with the 5 year B.Tech – M.Tech dual degree programme without any exit route for at least two years, after which the BOG will review and decide on whether any exit route is required in the programme. He then placed the agenda before the members and requested the Director to proceed with agenda one by one.



**Item No.2.01 Confirmation of the proceedings of the 1<sup>st</sup> meeting of the Board of Governors.**

**Resolutions:** The BOG resolved that the proceedings of the 1<sup>st</sup> meeting of the Board of Governors held on 26<sup>th</sup> February, 2015 at the NIT, Transit House, New Delhi is confirmed

**Item No.2.02 Action taken report on the various resolutions adopted in the 1<sup>st</sup> meeting of the BOG.**

**Resolutions:** The BOG noted the action taken on the various resolutions of the 1<sup>st</sup> meeting of the BOG.

**Item No.2.03 To ratify the approval of the Chairperson, BOG to appoint Deans/Associate Deans till the First Statutes of IEST, Shibpur is approved.**

**Resolutions:** The BOG ratified the approval of the Chairperson, BOG regarding appointment of seven Deans and five Associate Deans vide Memo No.82/14, dt.03/03/2015 issued by the Director.

**Item No.2.04 To ratify the approval of the Chairperson, BOG to delegate the functional responsibilities of the Deans, the Associate Deans and the Registrar**


The BOG ratified the approval of the Chairperson, BOG regarding delegation of the functional responsibilities of the Deans, the Associate Deans and the Registrar vide memo no.( Notice No.107/14, dt.25/03/2015) issued by the Director.

**Item No.2.05 To ratify the decision taken by the Chairperson, BOG regarding constitution of different committees as per the resolution of the 1<sup>st</sup> BOG**

**Resolutions:** The BOG ratified the approval of the Chairperson, BOG regarding the composition of the committees for i) Academic Administration, ii) Financial Affairs, iii) Building and Infrastructure Development and iv) Restructuring, fitment and related service matter vide Office Order No.RDO/061/15, dt.30/04/2015 issued by the Dean, Administrative Affairs.

**Item No.2.06 To consider the recommendation of the 1<sup>st</sup> meeting of the Committee for Academic Administration (constituted vide Office Order No. RDO/061/15, dt. 30/04/2015) held on 11/06/2015.**

**Resolutions:** The BOG resolved that all the recommendation of the committee which needs approval of the BOG should be itemized separately with separate agenda notes. The items which are for noting of the BOG should be mentioned separately. However, BOG resolved that some of the items as per the recommendations of the 1<sup>st</sup> meeting of the Committee for Academic Administration held on 11th June be approved as under.







- (i) The BOG resolved that a comprehensive report be placed in the next BOG meeting for the requirement of additional teaching posts based on projected number of total student strength and considering the student-teacher ratio 12:1
- (ii) The BOG resolved that all efforts should be taken for filling the existing 71 vacant teaching positions at an early date.
- (iii) The BOG approved the Advisory Committee formed by the Director on Faculty recruitment.
- (iv) The BOG resolved that 200 point roster will be maintained for all the recruitments.
- (v) The BOG approved that the committees for recruitment of different categories of employees including faculty members will be as per the NIT norms.
- (vi) The BOG approved the proposed Selection Committee for assessment and renewal of existing Asst. Professors (Contractual) whose tenures are going to be terminated within a short period.
- (vii) The BOG resolved that a comprehensive report should be prepared proposing the requirement of non-teaching staff considering the teaching strength and the teaching-non-teaching ratio 1:1.1. The report should be placed in the next BOG.
- (viii) The BOG resolved that in view of the acute shortage of medical doctors and medical personnel, there is urgent need to fill up the posts in IEST Hospital immediately as per the relevant NIT rules. The Selection Committee may be formed by the Director, keeping eminent doctors and experts in the Committee and the selected candidates be placed to the BOG for ratification.
- (ix) BOG resolved that till finalization of the requirement of non-teaching positions, the filling up of such vacancy in the non teaching category should be held up and work to be continued with contractual staff and outsourced staff except in few cases, where the Institute needs urgently.
- (x) All other items as approved in the Committee for Academic Administration (constituted vide Office Order No. RDO/061/15, dt. 30/04/2015) held on 11/06/2015. have been noted by the BOG.
- (xi) The BOG further resolved that henceforth only those items which need BOG's approval be included in the agenda. Necessary administrative measures be taken by the Director on the items which are routine in nature, and they may be placed for noting by the next BOG. BOG also resolved that three posts namely, Vigilance Officer, Public Information Officer and Appellate Authority should be finalized by the Institute.

**Item No.2.07 To consider the recommendation of the 1<sup>st</sup> meeting of the Committee for Building and Infrastructure development (constituted vide Office Order No.RDO/061/15, dt. 30/04/2015) held on 12/06/2015.**

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**Resolutions:** The BOG noted the recommendations of the 1<sup>st</sup> meeting of the Committee for Building and Infrastructure Development. The BOG further resolved that henceforth only those items which need BOG's approval be included in the agenda. Necessary administrative measures be taken by the Director on other items, and they may be placed for ratification or noting in the next BOG.

**Item No.2.08** To consider the recommendation of the 1<sup>st</sup> meeting of the Committee for Financial Affairs (constituted vide Office Order No. RDO/061/15, dt. 30/04/2015) held on 12/06/2015.

**Resolutions:** The BOG noted the recommendations of the 1<sup>st</sup> meeting of the Committee for Financial Affairs. The BOG resolved that all the recommendation of the committee which needs approval of the BOG should be itemized separately with separate agenda notes. The items which are for noting of the BOG should be mentioned separately. However, BOG resolved that for the items which required administrative action, appropriate measure will be taken by the Director, which will be placed for ratification or noting by the next BOG.

The BOG approved the recommendation of the Financial Affair committee regarding extension of the Medical Facility Scheme of IISER, Kolkata for the employees of the Institute.

The BOG also resolved that the no financial power will be delegated to the Deans till the 1<sup>st</sup> Statutes are approved by the Visitor. Till then the Director will do the needful to ensure smooth financial functioning of the Institute.

**Resolutions:** The BOG approved the recommendation of the Committee for financial Affairs on sitting fees of Rs. 5000/- for all external members of the BOG, other statutory committees and the Subcommittee formed by BOG.

**Item No.2.09** To consider the approval for international travel of Ms. Subhamita Chakraborty, research scholar, Department of Metallurgy and Materials Engineering for presenting papers in the international conference under "Research & Development" scheme of COE, TEQIP-II, Shibpur.

**Resolutions:** The BOG noted the recommendation of the Committee and referred the case to the Director for appropriate action.

**Item No.2.10** To ratify the approval of the Director for international travel under TEQIP-II of IEST, Shibpur of the following faculty members –

- i) Prof. Gopal Chandra Roy, Assistant Professor, Dept. of Min. Engg.
- ii) Prof. Netai Chandra Dey, Professor, Dept. of Min. Engg.
- iii) Prof. Debasis Mitra, Assistant Professor, Dept. of E.&T.C. Engg.
- iv) Prof. Apurba Sarkar, Assistant Professor, Dept. of C.S. &T.







**Resolutions:** The BOG noted the recommendation of the Committee and referred the case to the Director for appropriate action.

**Item No.2.11** To note and discuss the policy guidelines of the Institute for entrepreneurship by faculty members, students and alumni of the Institute adopted by the erstwhile Executive Council in its 45<sup>th</sup> meeting.

**Resolutions:** The BOG noted the recommendation of the Committee and referred the case to the Director for appropriate action.

**Item No.2.12** To consider the approval of study leave for two years of Smt. Sarbani Sarkar, Technical Assistant - II for undergoing Masters Degree in Arch, T& RP.

**Resolutions:** The BOG noted the recommendation of the Committee and referred the case to the Director for appropriate action.

#### Additional Agenda

**Item No.2.1A** To consider the proposal of the Dean (Administrative Affairs) for sanction of two Assistant Registrar (Contractual) for the Office of the Dean (Administrative Affairs).

**Resolutions:** The BOG considered the proposal and resolved that since these statutory posts should be filled up on a permanent basis. However, till such posts are filled up the Institute may present a comprehensive plan to BOG on how these administrative works can be done with staff on contractual basis.

**Item No. 2.2A** To consider the proposal of the Dean (Administrative Affairs) for approval of the format for Annual Performance Report for non-teaching employees of the Institute.

**Resolutions:** The BOG noted the recommendation of the Committee and referred the case to the Director for appropriate action.

**Item No. 2.3A** To ratify the approval of the Director for International Travel under TEQIP-II of IEST, Shibpur for the following faculty members -  
1) Prof. Sekhar Mondal, Associate Professor, Department of C.S.T.  
2) Prof. Prasun Ghosal, Assistant Professor, Department of I.T.

**Resolutions:** The BOG noted the recommendation of the Committee and referred the case to the Director for appropriate action.

**Item No. 2.4A** To adopt the recommendation of the Oversight Committee issued by MHRD, GoI w.r.t. Four-tier Flexible Cadre Structure.

**Resolutions:** The BOG in its 1<sup>st</sup> meeting held on 26.02.2015 adopted the Four Tier Faculty Structure for the faculty members of IEST, Shibpur. The BOG

resolved to adopt the recommendation of the Oversight Committee under the Chairmanship of Prof. Govardhan Mehta on the Four-Tier Flexible Faculty Cadre Structure conveyed to the Directors of All NITs by MHRD vide No.F.No.33-3/2014-TS.III, dt. 17/06/2015

**Item No. 2.5A** To consider the note of the Dean (Faculty Affairs) regarding probationary period of faculty members who have joined after 04.03.2015 for confirmation in their post.

**Resolutions:** The BOG noted the recommendation of the Committee and referred the case to the Director for appropriate action.

**Item No.2.6A** To ratify the approval of the Director regarding support of Rs.10,000/- per month for a duration of 6 months for the PhD scholars of SOCSAT who are not getting any Institute Scholarship.

**Resolutions:** The BOG ratified the approval of the director regarding support of Rs.10,000/- p.m. for a duration of six months for seven scholars of SOCSAT to sustain their research works.

**Misc Agenda:** Regarding correction of some formats placed in the enclosure no-13 and for additional formats for application of Special Leave/Special Casual Leave, Child Care Leave and grant of CPDA prepared by Dean (Faculty Affairs) for the item no. 2.06

**Resolutions:** The BOG noted the correction and inclusions of some formats for the item no. 2.06 in the Annexure -13 and referred the case to the Director for appropriate action.

There is being no other items, the meeting ended with the vote of thanks to the Chair.



(Prof. Ajoy Kumar Ray)  
Director  
IEST, Shibpur



(Dr. Biman Bandyopadhyay)  
Registrar & Secretary to the BOG  
IEST, Shibpur

Approved



(Dr. K. Radhakrishnan)  
Chairperson, Board of Governors  
IEST, Shibpur