

MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

Minutes of the 30th Meeting of the Board of Governors

The 30th Meeting of the Board of Governors was held on 21st March, 2014 at 11:30 AM under Chairmanship of Prof. K.K. Aggarwal at NIT Guest House, New Delhi. Following were present:

- | | |
|--------------------------------|----------------------------------|
| 1. Prof. Surendra Prasad | Member (Nominee, NIT Council) |
| 2. Mr. Yogendra Tripathi (IAS) | Member (Financial Advisor, MHRD) |
| 3. Prof. I.K. Bhat | Member (Director, MNIT) |
| 4. Mr. R. Srinivasan | Member (MHRD Nominee) |
| 5. Prof. Ashok Sharma | Member (Nominee, Senate) |
| 6. Dr. Awdhesh Bhardwaj | Member (Nominee, Senate) |
| 7. Mr. Manish Jindal | Secretary (Registrar, MNIT) |

Other members of the Board, Mr. R.L.Toshniwal, Prof. Shobhana Narasimhan, and Mr. Prem Surana could not attend the meeting due to their prior engagements and were granted leave of absence.

At the onset, The Director welcomed the Chairman and other members present in the meeting. The Chairman and all members expressed their gratitude and appreciation for the valuable contribution and services rendered by the outgoing members, Shri Prem Surana and Shri R.L. Toshniwal.

General observations:

1. To have a healthy constructive debate in BOG it would be appreciated if complex, time consuming administrative issues are deliberated prior by the Registrar & Director with the Chairman and the outcome of the deliberations are presented to the house for their concurrence/decision.
2. The status note of action taken report of last ten meetings may be presented and any issues which are lying dormant must be activated to reach its logical conclusion as per decision of the Board.
3. The house opined that with the changing gender scenario of students it would be appreciated if interactive formal as well as informal meetings are conducted with the female students especially of PG and research scholars by the Women Cell to prevent any incident of sexual harassment of women at workplace.
4. The faculty requirements may be worked out in ratio of 1:12. Efforts may be initiated to fill present available vacancies at the earliest.
5. Reservation Roaster is to be maintained as per GOI guidelines.
6. For all civil works of the institute, reasons for delay may be recorded and any delay may not be considered except where justified. Clauses for penalty for delay may be

incorporated in work contract. Extra caution has to be followed for non CPWD works. A status note on ongoing works by CPWD with issues to be flagged may be sent to Secretary, Human Resource for taking up the issues with Secretary, Urban Development.

7. The institute may come up with consistent recruitment policy. Also, instead of bringing individual cases of recruitment to the Board only in principle relaxation in age/educational qualification/policy issues may be brought. The implementation in light of facts of individual cases and policy decisions of BOG may be done at institute level.
8. Director's Report may be presented in the next BOG meeting.
9. MHRD nominee was apprised of issue of two vacancies in BOG (State Govt. nominee). It was requested to take up the issue on priority.
10. House appraised the need of creation of posts of faculty and non faculty in light of enhanced student intake. The Joint Secretary, Finance assured of needful action.
11. The institute may come up with long term policy for faculty/staff seeking employment/engagement during service outside the institute on deputation/contract/project/lien leave.
12. Action Taken and observations made in visitor's conference/Kakodkar committee/NIT Council may be brought to BOG.

The Secretary, BOG took up the agenda items for discussions and the following decisions were taken.

Item No. 30-1.0: *To confirm the minutes of the 29th meeting of the Board of Governors held on 19th January, 2014.*

The minutes were confirmed.

Item No. 30-2.0: *Action Taken Reports*

Item No. 30-2.1: *To note the action taken on the decisions made in the 28th meeting of the Board of Governors.*

Action taken was noted. Regarding Item No. 28-3.21 for issuing advertisement on commercial/Directorate of Advertising and Visual Publicity (DAVP) rates, it was agreed that the existing system of issuing advertisement may continue. At the same time the matter may be brought to Ministry of HRD, so that issue is taken up with Ministry of Information and Broadcasting if required. Meanwhile efforts may continue to pursue DAVP for consideration of issue.

Item No. 30-2.2: *To note the action taken on the decisions made in the 29th meeting of the Board of Governors.*

Action taken was noted.

Item No. 30-3.0: Items for consideration.

Item No. 30-3.1 To consider detailed recommendations of Grievance Committee meeting held on 18/12/2013, 06/01/2014 and 07/01/2014.

The Board directed that Director and Registrar may brief the individual cases to the Chairman, BOG along with records. Outcome of deliberation may be presented in next meeting of BOG.

Item No.30-3.2: To consider the recruitment process of 38 contractual employees and 2 Adhoc employees of the Institute.

The Board approved as detailed below:

| S. No. | Proposal for consideration | Decision |
|--------|---|--|
| 1. | Seven contractual employees (mentioned at point no. 3) may be considered for direct recruitment under Smt. Uma Devi Judgment. | Approved in principle. Decision may be taken as per the facts of the individual case/ legal position/ rules in force/ administrative and policy frame work as approved by Board from time to time. |
| 2. | 28 contractual and 2 Adhoc employees (mentioned at point no. 4) may be given relaxation in the age to the extent of period of service rendered at MNIT and relaxation in essential qualification as per their initial engagement in MREC. | Approved |
| 3. | 3 contractual employees (mentioned at point no. 5) may be allowed to continue on contract till further availability of vacancies. | The Board directed to take legal opinion for continuation/ discontinuation of these employees. |

It was also noted that for individual cases decision may be taken as per the facts of the individual case/legal position/rules in force/administrative and policy frame work as approved by Board from time to time.

For long term casual/Adhoc employees who failed to participate/selected in the ongoing recruitment process, there continuation and discontinuation may be discussed based on categorical legal opinion and present laws in force.

The Board directed that while implementing the above decisions the category wise sanctioned strength, reservation roaster within total sanction strength may be maintained as far as possible.

Item No. 30-3.3: To consider the recruitment process of Administrative/ Ministerial/ Technical Posts.

The Board noted the recruitment process of Administrative/ Ministerial/ Technical Posts.

| S. No. | Name | Relaxation on account of decision of Board | Decision |
|--------|--|---|--|
| 1 | Shri Shashikant Pareek, Junior Engineer (Civil), Estate | 1.77% of marks and in age 3 years, 4 months and 6 days for service rendered at MNIT (DOB 09/05/1980) | Approved, as per RR prevailing at the time of his initial Adhoc appointment. |
| 2 | Shri Naresh Kumar Jangid, Junior Engineer (Electrical), Estate | In age period of 1 years, 7 months and 22 days for service rendered at MNIT (DOB 20/05/1979) | Approved, as per 28 th BOG decision. |
| 3 | Shri Rajesh Kumawat, Junior Engineer, Horticulture | 4 years, 7 months and 15 days for service rendered at MNIT and 3 years, 10 months and 16 days relaxed by Director as per BOG decision in its 28 th meeting. (DOB 10/07/1975) | Approved, as per 28 th BOG decision. |

No relaxation in essential qualifications except the percentage of marks as per new RRs may be given to permanent/regular employees for participation in open recruitment process.

The Board observed that consistency in recruitment procedure may be maintained. Institution may offer lower post against higher post in case a candidate is found suitable for lower post.

Item No. 30-3.4: To consider the Appointment of Deputy Registrar.

The Board noted the process of appointment of Deputy Registrar and directed that the appointment may be offered. However, issuance of offer letter may be done as per provisions of Model Election Code of Conduct.

Item No. 30-3.5: To consider the detailed human resource plan of MNIT.

The Board noted the plan, agreed in principle and suggested that:

1. A detailed vision document of 20 years, Strategic plan associated with it and the action plan for next 5 years may be prepared.
2. Qualitative measure may be included in the HR plan.
3. Faculty strength is to be calculated as per present ratio prescribed by MHRD of faculty student ratio of 1:12 as is approved norm for NITs.

Item No. 30-3.6: To consider the revised fees structure of UG/PG/PhD Programmes as per the recommendation of NIT Council.

The revised tuition fees structure as per the decision taken in 7th meeting of NIT Council was adopted. As per the decision of the Council of NITs the tuition fee will now be as under:

1. Tuition fee for B.Tech and M.Tech Programme is revised to Rs. 70,000/- per student per year.
2. Tuition fee for M.Sc. programme is revised to Rs. 15,000/- per student per year.
3. Tuition fee for Ph.D. programme is revised to Rs. 15,000/- per student per year.
4. For MBA institution was authorized to take decision. The Institute has proposed to adopt tuition fee for MBA programme same as of M.Tech programme i.e. Rs. 70,000/- per student per year. MBA fee as proposed is agreed.

However, in the institute head fees of respective categories approved is as detailed below:

Fees Structure for B.Tech/B.Arch.

| S. No. | Head of Fees (Per Semester) | Existing Fees (in Rupees) | Proposed Fees (in Rupees) | Approved Fees (in Rupees) |
|--|------------------------------------|---------------------------|---------------------------|---------------------------|
| A. Admission/Tuition Fees | | | | |
| 1. | Admission Processing Fee | 1000.00 | 1000.00 | 1000.00 |
| 2. | Tuition Fee | 17500.00 | 35000.00 | 35000.00 |
| B. Institute Fees (Common for all students) | | | | |
| 3. | Development Fees | 3000.00 | 4500.00 | 4500.00 |
| 4. | Library & Book Bank | 1000.00 | 1500.00 | 1500.00 |
| 5. | Computer/Internet | 1000.00 | 2000.00 | 1800.00 |
| 6. | Sports & Creative Arts Society | 1000.00 | 2000.00 | 1800.00 |
| 7. | Students Welfare | 300.00 | 500.00 | 500.00 |
| 8. | Industrial Training & Placement | 1000.00 | 1500.00 | 1500.00 |
| 9. | Examination | 500.00 | 500.00 | 500.00 |
| C. Group Insurance | | | | |
| 10. | Insurance Fees (Annual) | 400.00 | 400.00 | 400.00 |
| D. One Time payment at Admission | | | | |
| 11. | Caution Money (Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 12. | Alumni Association Membership fees | 1000.00 | 2500.00 | 1500.00 |
| 13. | Identity Card Fees | 100.00 | 100.00 | 100.00 |

| <u>HOSTEL FEES</u> | | | | |
|--|---|----------|----------|----------|
| A. Hostel Fees | | | | |
| 1. | Room Rent | 2400.00 | 3500.00 | 3500.00 |
| 2. | Light & Water Charges | 3600.00 | 5000.00 | 5000.00 |
| B. Hostel Caution Money & Mess Advance (for Hostellers) | | | | |
| 1. | Hostel Caution Money (One time, Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 2. | Mess Advance per semester & adjusted in the Mess Bill at actual | 12000.00 | 12000.00 | 12000.00 |

Fees Structure for M.Tech and M.Plan.(Full Time/Part Time)/MBA

| S. No. | Head of Fees (Per Semester) | Existing Fees (in Rupees) | Proposed Fees (in Rupees) | Approved Fees (in Rupees) |
|--|---|---------------------------|---------------------------|---------------------------|
| A. Admission/Tuition Fees | | | | |
| 1. | Admission Processing Fee | 1000.00 | 1000.00 | 1000.00 |
| 2. | Tuition Fee | 17500.00 | 35000.00 | 35000.00 |
| B. Institute Fees (Common for all students) | | | | |
| 3. | Development Fees | 1000.00 | 4500.00 | 1500.00 |
| 4. | Library & Book Bank | 300.00 | 1500.00 | 500.00 |
| 5. | Computer/Internet | 1000.00 | 2000.00 | 1800.00 |
| 6. | Sports & Creative Arts Society | 500.00 | 2000.00 | 1000.00 |
| 7. | Students Welfare | 300.00 | 500.00 | 500.00 |
| 8. | Industrial Training & Placement (only for Full Time) | 250.00 | 1500.00 | 500.00 |
| 9. | Examination | 1000.00 | 500.00 | 500.00 |
| C. Group Insurance | | | | |
| 10. | Insurance Fees (Annual) | 400.00 | 400.00 | 400.00 |
| D. One Time payment at Admission | | | | |
| 11. | Caution Money (Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 12. | Alumni Association Membership fees | 1000.00 | 2500.00 | 1500.00 |
| 13. | Identity Card Fees | 100.00 | 100.00 | 100.00 |
| <u>HOSTEL FEES</u> | | | | |
| A. Hostel Fees | | | | |
| 1. | Room Rent | 2400.00 | 3500.00 | 3500.00 |
| 2. | Light & Water Charges | 3600.00 | 5000.00 | 5000.00 |
| B. Hostel Caution Money & Mess Advance (for Hostellers) | | | | |
| 1. | Hostel Caution Money (One time, Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 2. | Mess Advance per semester & adjusted in the Mess Bill at actual | 12000.00 | 12000.00 | 12000.00 |

Fees Structure for M.Sc.

| S. No. | Head of Fees (Per Semester) | Existing Fees (in Rupees) | Proposed Fees (in Rupees) | Approved Fees (in Rupees) |
|--|---|---------------------------|---------------------------|---------------------------|
| A. Admission/Tuition Fees | | | | |
| 1. | Admission Processing Fee | 1000.00 | 1000.00 | 1000.00 |
| 2. | Tuition Fee | 17500.00 | 7500.00 | 7500.00 |
| B. Institute Fees (Common for all students) | | | | |
| 3. | Development Fees | 1000.00 | 4500.00 | 1500.00 |
| 4. | Library & Book Bank | 300.00 | 1500.00 | 500.00 |
| 5. | Computer/Internet | 1000.00 | 2000.00 | 1800.00 |
| 6. | Sports & Creative Arts Society | 500.00 | 2000.00 | 1000.00 |
| 7. | Students Welfare | 300.00 | 500.00 | 500.00 |
| 8. | Industrial Training & Placement | 250.00 | 1500.00 | 500.00 |
| 9. | Examination | 1000.00 | 500.00 | 500.00 |
| C. Group Insurance | | | | |
| 10. | Insurance Fees (Annual) | 400.00 | 400.00 | 400.00 |
| D. One Time payment at Admission | | | | |
| 11. | Caution Money (Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 12. | Alumni Association Membership fees | 1000.00 | 2500.00 | 1500.00 |
| 13. | Identity Card Fees | 100.00 | 100.00 | 100.00 |
| <u>HOSTEL FEES</u> | | | | |
| A. Hostel Fees | | | | |
| 1. | Room Rent | 2400.00 | 3500.00 | 3500.00 |
| 2. | Light & Water Charges | 3600.00 | 5000.00 | 5000.00 |
| B. Hostel Caution Money & Mess Advance (for Hostellers) | | | | |
| 1. | Hostel Caution Money (One time, Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 2. | Mess Advance per semester & adjusted in the Mess Bill at actual | 12000.00 | 12000.00 | 12000.00 |

Fees Structure for Ph.D. (Full Time/Part Time)

| S. No. | Head of Fees (Per Semester) | Existing Fees (in Rupees) | Proposed Fees (in Rupees) | Approved Fees (in Rupees) |
|--|--------------------------------|---------------------------|---------------------------|---------------------------|
| A. Admission/Tuition Fees | | | | |
| 1. | Admission Processing Fee | 1000.00 | 1000.00 | 1000.00 |
| 2. | Tuition Fee | 10000.00 | 7500.00 | 7500.00 |
| B. Institute Fees (Common for all students) | | | | |
| 3. | Development Fees | 1000.00 | 4500.00 | 1500.00 |
| 4. | Library & Book Bank | 300.00 | 1500.00 | 500.00 |
| 5. | Computer/Internet | 1000.00 | 2000.00 | 1800.00 |
| 6. | Sports & Creative Arts Society | 500.00 | 2000.00 | 1000.00 |
| 7. | Students Welfare | 300.00 | 500.00 | 500.00 |

| | | | | |
|--|---|----------|----------|----------|
| 8. | Industrial Training & Placement | 250.00 | 1500.00 | 500.00 |
| 9. | Examination | 1000.00 | 500.00 | 500.00 |
| C. Group Insurance | | | | |
| 10. | Insurance Fees (Annual) | 400.00 | 400.00 | 400.00 |
| D. One Time payment at Admission | | | | |
| 11. | Caution Money (Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 12. | Alumni Association Membership fees | 1000.00 | 2500.00 | 1500.00 |
| 13. | Identity Card Fees | 100.00 | 100.00 | 100.00 |
| <u>HOSTEL FEES</u> | | | | |
| A. Hostel Fees | | | | |
| 1. | Room Rent | 2400.00 | 3500.00 | 3500.00 |
| 2. | Light & Water Charges | 3600.00 | 5000.00 | 5000.00 |
| B. Hostel Caution Money & Mess Advance (for Hostellers) | | | | |
| 1. | Hostel Caution Money (One time, Refundable) | 10000.00 | 10000.00 | 10000.00 |
| 2. | Mess Advance per semester & adjusted in the Mess Bill at actual | 12000.00 | 12000.00 | 12000.00 |

The Board was of the view that for PG and research programmes there must be liberal provisions of financial support like free ships, stipend, teaching assistance ship and research assistance ships. However, the basic tuition fee may remain same as approved by NIT Council for all the programmes.

Item No. 30-3.7: *To consider medical scheme for post retirement (MSPR) for existing employees, pensioners and family pensioners of MNIT Jaipur.*

The Board was very categorical that any envisaged scheme must be submitted with cash flow chart, financial model, ensuring sustainability for at least 25 years. The Board directed to reframe the proposed scheme accordingly.

Item No. 30-3.8: *To consider the guidelines for re-employment, hiring and reviewing adjunct, honorary faculty, professor emeritus, other staff etc.*

After initial deliberations it was agreed that all BOG members may go in detail and send their comments which may be considered at Institute level & revised proposal may be taken up in next BOG.

12

Item No. 30-3.9: *To consider the extension of lien in the institute of Dr. M.M. Sharma, Associate Professor, Electronics & Communication Engineering.*

The proposal may be put up after lifting of Election Code of Conduct.

Item No. 30-3.10: *To consider the implementation of 4 – tier flexible faculty structure in the National Institutes of Technology (NITs).*

In view of divergent opinions regarding transition process from 3-tier to 4-tier, after detailed deliberations it was agreed that the issue may be brought to the notice of Prof. M.M. Sharma committee.

Item No. 30-3.11: *To consider the inquiry report of Dr. Manish Vashishtha submitted by Inquiry Officer.*

Noted.

Item No. 30-3.12: *To consider payment of transport allowance to faculty members during vacation period.*

The Govt. of India norms may be followed in letter and spirit.

Item No. 30-3.13: *To consider the rectification/repair of Aurobindo and Gargi hostels.*

Noted.

Item No. 30-4.0: *Reporting items.*

Item No. 30-4.1: *To take the note of the minutes of the 26th meeting of Buildings & Works Committee being held on 30th January, 2014.*

Noted

Item No. 30-4.2: *To note promotion of non teaching employees' through departmental promotional committee.*

Noted

Item No. 30-4.3: *To brief about 25th meeting of Finance Committee being held on 21st March, 2014*

Noted

Item No. 30-4.4: To note the rolling advertisement for the post of Assistant Professors (72 posts in various departments) under 4-tier flexible faculty cadre.

Noted

TABLE AGENDA

Item No. 30-5.0: Any other item(s) with the permission of the Chair.

Item No. 30-5.1: To consider minor modification in Recruitment Rules for non-faculty.

The Board suggested that any proposed change in age/educational qualification/experience in Model Recruitment Rules prescribed by MHRD may be referred to the Ministry of HRD. However, as per institutions specific requirements, for skills and/or knowledge desirable qualification and experience may be added without altering the basic prescribed framework.

Item No. 30-5.2: To consider utilization of CPDA funds under contingency in the current block year.

The proposal of utilization of CPDA funds under contingency was deliberated. The Board viewed that the internal boundaries in the head(s) of expenditure in CPDA may be reviewed in larger interest of institution and individual faculty requirements. For any proposed change Director is empowered to consider the same.

Item No. 30-5.3: To consider the request of Mr. Harish Jethanandani, Assistant Professor to withdraw his resignation after he resigned & relieved on 20th January 2014.

Not approved.

Item No. 30-5.4: To consider the creation of Intelligent System, Security & Robotics (ISSR) Centre.

The Board approved it in principle.



Item No. 30-5.5: To consider the representation given by some faculty members regarding fixing of eligibility for notional and other consequential benefits.

The Board after deliberations suggested that Registrar and Director may discuss the same with faculty members and apprise the Board.



**Registrar &
Secretary, BOG**