

**MINUTES OF THE HUNDREDTH FIRST (101st) MEETING OF THE
BOARD OF GOVERNORS HELD ON
26.12.2019
TABLE OF CONTENTS / MINUTES**

Item No.	Contents	Page
SECTION - A: Confirmation of Minute & Action Taken Report		
Item No. 1	Confirmation of the Minutes of the 100 th Meeting of the Board of Governors of the Institute held on 14.11.2019	4-5
Item No. 2	Action taken report of the decisions of the 99 th and 100 th Meeting of the Board of Governors of the Institute held on 31.10.2019 and 14.11.2019 respectively	5
SECTION - B: Administrative items requiring approval of the Board		
Item No. 3	Revision of the minutes of 100 th (Special) meeting of BOG on the matter related to disciplinary proceedings against Dr. B. K. Rai, Assistant Professor, Department of EEE	5-6
Item No. 4	Report of the committee constituted for reviewing the criteria for selection of Professors to Pay Level 15	6
Item No. 5	Decision on the Resolution taken on the matter of enhancement in Bond amount for granting of long leave to Faculty members	6-7
Item No. 6	Approval to the payment of a monthly special allowance for the position of Vice Chairman, HAB	7-8
Item No. 7	Approval to the proposal of Dept. of BSBE to change the name of B.Tech. in Biotechnology to B.Tech. in Biosciences and Bioengineering	8
Item No. 8	Approval to the recommendation of the 143 rd Senate meeting regarding keeping at par the Ph.D Fee structure for ASEAN Ph.D Fellows with that of the Indian PhD students	8-9
SECTION - C: Items for Ratification and Reporting		
	Ratification of the approvals accorded by the Chairman,	

Item No. 9	Board of Governors		
	a.	Approval of Selection and Appointment to the Post of Registrar	9
	b.	Approval of the Annual Account for the financial year 2018-19 and forwarding to the Ministry for placing before the Parliament.	9
	c.	NOT FOR PUBLIC DOMAIN	9
Item No. 10	Items approved by the Director		
	a.	New appointments and /or Extension of period of appointment of some of the officials in the existing positions	10
SECTION - D: Minutes of the meetings of Statutory bodies for reporting to the Board			
Item No. 11	Minutes of the One Hundred Forty Third Meeting of the Senate of the Institute held on 26.07.2019.		10-11
Item No. 12	Proposal to change the position of Dean of Resource Generation to Dean of Resource Generation and Finance (Any other matter with the permission of the Chair)		11
Item No. 13	A. NOT FOR PUBLIC DOMAIN		11-12
	B. NOT FOR PUBLIC DOMAIN		12-13
Item No.14	Grant of financial support for purchasing Alectinib tablet for treatment of Prof. S B Santra, Dept. of Physics		13-14
Item No.15	Approval to the Delegation Power of the Director to different functionaries of the Institute		14-17
Item No.16	Approval to the recommendation of the 86 th meeting of Building & Works Committee held on 23.12.2019 requiring Administrative approval of the Board		17-20
Item No.17	Items for Reporting to the Board		

	a. Request for lien by Prof. Sashidhar Gumma, Deptt. of Chemical Engineering to join IIT Tirupati	21
	b. Joining of Dr. Suresh S.M. as Registrar of IIT Guwahati	21
	c. Termination of PhD student Mr Sunayan Deka (Roll No 156106046), Department of BSBE from the Institute w.e.f.07.01.2019.	21
Item No.18	Approval to the recommendations of the Forty Second (42 nd) Meeting of the Finance Committee of the Institute held on 26.12.2019	21-22
Item No.19	Approval to the Recommendation of the Selection Committee for the post of Institute Engineer	22-23
Item No.20	Scheme for Compassionate Appointment	23

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

**MINUTES OF THE
HUNDREDTH FIRST (101st) MEETING OF THE BOARD OF GOVERNORS
HELD ON 26TH DECEMBER, 2019**

The Hundredth First Meeting of the Board of Governors of the Institute was held on 26.12.2019 in the Board Room of the Institute and the following members were present:

- | | | |
|----|-------------------------|----------------------------------|
| 1. | Prof. T. G. Sitharam | Director/Officiating Chairperson |
| 2. | Dr. Chitra Dutta | Member |
| 3. | Prof. Varadraj B. Bapat | Member via Video Conference mode |
| 4. | Prof. S.K. Srivastava | Member via Conference mode |
| 5. | Prof. Bhaba Kumar Sarma | Member |
| 6. | Prof. Bishnupada Mandal | Member |
| 7. | Prof. P.S.Robi | Spl. Invitee |
| 8. | Prof. Suresh S.M. | Registrar/Secretary |

Dr. Rakesh Sarwal, Add. Secretary Higher Education, Ministry of HRD; Mr. Vikeduosie Kehie, and Commissioner & Secretary to the Government of Assam, could not attend the meeting due to prior engagement and they were granted leave of absence.

At the outset Prof. T.G Sitharam , Officiating Chairman (BoG) and Director of the Institute welcomed all members for the Board meeting and introduced Dr. Suresh S.M as the new Registrar of the Institute and welcomed him to his first meeting of the Board .

The agenda for the day was taken up as below.

SECTION - A: Confirmation of Minutes, Action Taken Report

Item No.1

Confirmation of the Minutes of the 100th Meeting of the Board of Governors of the Institute held on 14.11.2019:

The Hundredth Meeting of the Board of Governors of the Institute was held on 14.11.2019 in the Board Room of the Institute. The Minutes of the meeting as given in

Annexure-1 (Already Uploaded) were circulated amongst the members of the Board for their comments / observations, if any.

The Board was requested to consider the comments / observations of the members, if any, and to confirm the minutes.

The minutes of the Meeting was confirmed as below:

Resolution No: R-101BOG/01/2019

RESOLVED that the Minutes of the 100th Meeting of the Board of Governors of the Institute held on 14.11.2019 be **CONFIRMED** as per circulation and as placed as **Annexure-1**.

Item No. 2

Action taken report of the decisions of the 99th and 100th Meeting of the Board of Governors of the Institute held on 31.10.2019 and 14.11.2019 respectively.

Action taken report on the decisions of the 99th and 100th Meeting of the Board of Governors of the Institute held on 31.10.2019 and 14.11.2019 respectively was placed before the Board for consideration and the Board was requested to note. It was reported that the actions have been taken as per decision of the Board.

The Board is requested to consider, note and advise, if any.

Resolution No: R101BOG/02/2019

RESOLVED that the actions taken on the decision of the 99th and 100th Meeting of the Board of Governors of the Institute held on 31.10.2019 and 14.11.2019 respectively be **NOTED** as reported.

SECTION- B: Administrative items requiring approval of the Board

Item No. 3

Revision of the minutes of 100th (Special) meeting of BOG on the matter related to disciplinary proceedings against Dr. B. K. Rai, Assistant Professor, Department of EEE

The Board was requested to consider the above and approve the circulated minutes.

Resolution No: R-101BOG/03/2019

The Board **RESOLVED** that circulated minutes is **APPROVED** as placed in **Annexure-1**(Pg.24-32)) without any revisions.

Item No. 4

Report of the committee constituted for reviewing the criteria for selection of Professors to Pay Level 15

The Director in his capacity as the officiating Chairman of the Board, constituted a committee to review the existing criteria for selection of Professors to Pay Level 15 (HAG Scale of 6th CPC). The committee submitted its report on 13.11.2019 and it is placed at **Annexure-2** (Pages 34 to 41).

The Board was requested to consider the matter.

The Board discussed and resolved as below :

Resolution No: R-101BOG/04/2019

RESOLVED to constitute an external committee to examine the report of the committee constituted for reviewing the criteria for selection of Professors to Pay Level 15 consisting of three members from other IITs along with one member from the existing committee. The committee is to submit its recommendation within a fixed time which will be communicated to the members subsequently.

Item No. 5

Decision on the matter of enhancement in Bond amount for granting of long leave to Faculty members

The bond amount specified is meant to be a deterrent to employees granted long leaves so that they do not leave the Institute without following proper procedures. A proposal for enhancement in Bond amount for granting of long leave to faculty members was placed to the Board in the 99th meeting held on 22.10.2019. In this regard, the Board took the following decisions (Ref: R_99BOG/06/2019).

1. Rs.1,00,000/- (will remain same as before) if the granted long leave is without salary,
2. Three times the current monthly gross salary of the employee at the time of signing the bond, if the granted long leave is with salary.

With reference to above decisions, the Dean of Faculty Affairs has submitted his input on the matter and requested to reconsider the matter.

The Board deliberated on the matter and resolved as below:

Resolution No: R-101BOG/05/2019

RESOLVED to modify the Resolution (Ref: R_99BOG/06/2019) of 99th BOG as below:

1. The existing criteria of bond signing into two slabs i.e with salary and without salary is to be removed.
2. Two times the current monthly gross salary of the employee at the time of signing the bond will be charged.

Item No. 6

Approval to the payment of a monthly special allowance for the position of Vice Chairman, HAB

The Board was informed that with creation of new post of Vice Chairman of Hostel Affairs Board for services and infrastructure respectively with effect from July 1,2019 special monthly allowances as paid to other faculty members as per 70th Board meeting held on 27.08.2012 engaged in administrative tasks is not yet paid to the two faculty members appointed as Vice Chairmen, HAB.

In view of the above the Board was requested for consideration of payment of Special Allowance to the faculty members appointed as Vice-Chairmen of HAB at a rate Rs.2500/- per month as proposed by the Students' Affairs Section of the Institute.

The Board was requested to consider and approve.

The Board discussed and resolved as below:

Resolution No: R-101BOG/06/2019

RESOLVED to **APPROVE** payment of Special Allowance to the faculty members appointed as Vice-Chairmen of HAB at a rate Rs.2500/- per month from Internal Resource Generation (IRG) fund.

Item No. 7

Approval to the proposal of Dept. of BSBE to change the name of B. Tech. in Biotechnology to B.Tech. in Biosciences and Bioengineering

The Board was apprised that the Senate in its 143rd meeting held on 25.10.2019 recommended the Board for consideration to change the name of “B.Tech. in Biotechnology” to “B. Tech. in Biosciences and Bioengineering”

The Board discussed and resolved as below:

Resolution No: R-101BOG/07/2019

RESOLVED to **APPROVE** the recommendation of the Senate to change the name of “B.Tech. in Biotechnology” to “B.Tech. Biosciences and Bioengineering” from the academic year 2020-2021 onward (that is, for the students joining the programme from July 2020 onward).

Item No. 8

Approval to the recommendation of the 143rd Senate meeting regarding keeping at par the Ph.D Fee structure for ASEAN Ph.D Fellows with that of the Indian PhD students

The Senate in its 143rd meeting held on 25.10.2019 resolved that the fee structure for Ph.D students under ASEAN Ph.D. fellowship kept at par with Indian students for PhD programmes at IIT Guwahati in order to attract and reach out to the willing eligible students of these ASEAN countries as a follow up of the Govt. of India policy on the same be ratified and recommended to the Board of Governors of the Institute for approval.

The Board is requested to approve the recommendation of the senate on fee structure for Ph.D. students under ASEAN Ph.D. fellowship be kept at par with Indian students for PhD programmes at IIT Guwahati.

Resolution No: R-101BOG/08/2019

RESOLVED to APPROVE the recommendation of the senate on fee structure for Ph.D. students under ASEAN Ph.D. fellowship be kept at par with Indian students for PhD programmes at IIT Guwahati.

SECTION - C : Items for Ratification and Reporting

Item No. 9

Ratification of the approvals accorded by the Chairman, Board of Governors

The following item is reported to the Board for ratification of the approval accorded by Chairman, Board of Governors:

- a) Approval of Selection and Appointment to the Post of Registrar
- b) Approval of the Annual Account for the financial year 2018-19 and forwarding to Ministry for placing before the Parliament
- c) **NOT FOR PUBLIC DOMAIN**

The Board **RESOLVED** as below

Resolution No: R-101BOG/09/2019

RESOLVED to RATIFY the approvals as below:

- a) Approval to the recommendation of the selection committee meeting to appoint Dr. Suresh S. M. as the Registrar of the Institute for the period of contract of five (05) years in the Pay Level-14 (**NOT FOR PUBLIC DOMAIN**) with the initial salary as per rule.
- b) Approval of the Annual Account for the financial year 2018-19 and forwarding to Ministry for placing before the Parliament
- c) **NOT FOR PUBLIC DOMAIN**

Item No. 10

Items approved by the Director:

The following item is reported to the Board

- a. **New Appointments and/or Extension of period of appointment of some of the officials in the existing positions:**

Resolution No: R-101BOG/10/2019

RESOLVED to **RATIFY** the approval granted by the Director on the item New Appointments and/or Extension of period of appointment of some of the officials in the existing positions as below:

Sl. No	Name	Position	Period of appointment
1.	Prof. Anamika Barua, Department of Humanities and Social Sciences	Associate Dean of Students' Affairs	Appointed for a period of three years w.e.f 25.11.2019 i.e date of notification of the OO.
2.	Dr. Anuj Kumar Barua, Chief Medical Officer (NFSG)	Head, Medical Section	Term is extended for another year w.e.f. 01.11.2019
3.	Prof. S. Majhi, Department of EEE	Chief Vigilance Officer	Term is extended till appointment of new CVO.
4.	Prof. Sashindra K. Kakoty, Department of Mechanical Engineering	Dean of Resource Generation and Finance*	Appointed for a period of three years w.e.f. 09.12.2019 i.e. date of notification of the OO

*It may be noted the designation has been changed from Dean of Resource Generation to Dean of Resource Generation and Finance

SECTION- D: Minutes of meetings of Statutory bodies for reporting to the Board

Item No. 11

Minutes of the One Hundred Forty Third (143rd) Meeting of the Senate of the Institute held on 25.10.2019:

The Board **CONSIDERED** the Minutes of the One Hundred Forty Third (143rd) Meeting of the Senate of the Institute held on 25.10.2019 and **RESOLVED** as below

This is placed before the Board in terms of the Section 4(10) of the Statute.

Resolution No: R-101BOG/11/2019

RESOLVED that the Minutes of One Hundred Forty Third (143rd) Meeting of the Senate of the Institute held on 25.10.2019 as placed before the Board in terms of Section 4(10) of the Statute be **NOTED**.

Item No. 12 (Any other matter with the permission of the Chair)

Approval to the proposal to rename the position of Dean of Resource Generation to Dean of Resource Generation and Finance

The 98th meeting of the Board held on 19.08.2019, approved creation of a new positions of Dean of Resource Generation and Associate Dean of Resource Generation.

However the Board in its 101st meeting of BOG after detailed deliberation decided that the name Dean of Resource Generation may be changed to Dean of “**Resource Generation and Finance**”.

The Dean (RGF) will also act on the following:

- IRG policy and Implementation
- Liaising for CSR funding with different corporates and other organizations.
- Dean (RGF) will be a special Invitee to the Finance Committee.

Resolution No: R-101BOG/12/2019

RESOLVED to **APPROVE** the proposal of renaming the position of Dean Resource Generation to Dean of Resource Generation and Finance.

Item No 13

13A **NOT FOR PUBLIC DOMAIN**

NOT FOR PUBLIC DOMAIN

Item No.14

Grant of financial support for purchasing Alectinib tablet for treatment of Prof. S B Santra, Dept. of Physics

The Board was apprised that Prof. S B Santra , Dept. of Physics was under treatment of Dr. Nilesh Lokeshwar of Asian Cancer Institute (ACI), Mumbai for his treatment of lung cancer, Adeno-carcinoma with ALK positive.

As per application of Prof. Santra dated , the disease not only metastases to different parts of the lung and ribs but also spreads to Brain. Considering his present condition the Doctors advised him to start ALECTINIB (Alecensa) in order to achieve prolonged progression free survival as well as overall survival. The medication needs to be continued over the years till further progression of the disease. The cost of Alectinib is about Rs.4.7 lakhs for one month. However, on the purchase of one month medicine, the manufacturer (Roche) will provide the next month medicine free of cost. All the medication after a period of three years will be free till the Prof. Santra remains under the threat of disease.

The Board was further informed that ,Prof. Santra has been hospitalized during 11-14 November 2019 and Alectinib tablet was purchased during hospitalization. So the medication for two months was covered under GMIS scheme. Further, in the 14th Hospital Advisory Board (HoAB) meeting held on 13.11.2019, the HoAB recommended to release upto Rs.4.70 lakhs to cover 2 months medication (Alectinib tablet) upon claim, subject to approval of BoG .

Now Prof. Santra further requested for reimbursement of cost of purchase of Alectinib tablet and the matter was put up again before 15th HoAB meeting held on 12.12.2019.

The 15th HoAB meeting resolved to review the health condition and disease progression of Prof. Santra due after two months of start of the medication and give further recommendation regarding reimbursement towards purchasing of additional pack of Alcetinib tablets which will be reported to the BoG in its subsequent meetings.

The Board discussed the matters in details and resolved as below:

Resolution No: R-101BOG/14/2019

As a large amount of money has already been sanctioned to Dr. Santra and due to shortage of funds under medical head, the Board **ADVISED** the Institute to look out for sources of funds and if sufficient fund is available by February, 2020, Chairman BOG/Director may take a decision accordingly.

Item No:15

Approval to the Delegation Power of the Director to different functionaries of the Institute:

The Board was informed that due to functional requirements, time to time delegation of the Director to different functionaries of the Institute has been revised based upon creation of new fund codes, appointment of new functionaries, increase of limit and such other reasons. With the appointment of Dean Resource Generation & Finance and based upon the necessity for smooth running of the activities of the Institute modifications as describe below is being proposed in the extant delegation of powers to different functionaries of the Institute.

	Category	Existing Sanctioning Authority	Proposed Sanctioning Authority
A.	General Administration		
1.1	Casual Leave		
	Staff in the office of Dean, Resource Generation & Finance		Dean RGF
2.	Financial Matters		
2.1	Delegation of Sanctioning Powers under various budget Heads of the Revenue Budget		
	Purchase indents and sanctions upto Rs. 50,000/- within the allocated budget of the Dept./Centre/Section	Head of the Department / Section	Head of the Department /Centre/ Section (Head of Centre is newly included)
	Purchase sanction for Library Books beyond Rs.300000/- within the allocated budget	DIR	Dean RGF
2.4	Payment of Bills		
Section 2.4.f. Works Bills is to be read as Works and Maintenance Bills			
	i.All bills for expenditure sanctioned by the Building & Works Committee or by the Director	Dean IPM	Dean RGF
	ii All bills for expenditure sanctioned by the Dean IPM	Registrar	Dean RGF
	v All Advance Payments and all other cases	Director	Dean RGF(1000000)/Dir
Works and Maintenance Bills will be recommended by the Dean IPM and will be approved by Dean RGF. All bills have to be endorsed by the Registrar for payment.			

3	Administrative Matters		
3.18	Signing of Contract		
vi	Contracts for Services: Transport, Garbage Disposal, Guest House and day care	Dean IPM	Dy. Director
Proposed changes in the Delegation of Sanctioning Powers under Revenue Budget			
24.1	<i>Travelling Expenses :Official Meeting</i>	DIR	Dean RGF
24.2	<i>Travelling Expenses :Other Meeting</i>	DIR	Dean RGF
57.8	Subsidies on Interest (Vidya Laxmi Scheme)	DIR	Dean RGF (2,00,000)/DIR
67.3	<i>Telephone Expenses</i>	HOC(CCC) (30000)/ DIR	HOC(CCC) (30000)/DoRGF(200000)/DIR
68	<i>Printing and Stationery</i>	REG(50000)/DD	REG(50000)/ DoRGF (200000)/DD
69.4	<i>Central Library (office contingency)</i>	HOS(3000)/DIR	HOS(3000)/DoRGF (200000)/DIR
69.5	<i>Director's Office (office contingency)</i>	HOS(3000)/ DIR	HOS(3000)/DoRGF (200000)/DIR
69.50	<i>Miscellaneous Office Expenses (office contingency)</i>	REG (30000)/ DD(50000)/DIR	REG (30000)/DoRGF (200000)/DD(500000)/DIR
71.1	<i>Annual Maintenance Contracts for Office Equipment</i>	REG(30000)/DIR	REG(30000)/DoRGF(200000)/ DD(500000)/DIR
86.1	Interest in Fixed Loan	DIR	Dean RGF(200000)/DIR
86.2	Other Loan Interest (including Bank Charges)	DIR	Dean RGF(200000)/DIR
86.3	Other Interest	DIR	Dean RGF(200000)/DIR
87	Depreciation (All)	DIR	Dean RGF(200000)/DIR
88	Institute Level Programme	DIR	REG(30000)/ DoRGF(200000)/DD(500000)/ DIR
89	National Level Programme	DIR	REG(30000)/ DoRGF(200000)/DD(500000)/ DIR
90	Meeting Expenses	DIR	REG(30000)/ DoRGF(200000)/DD(500000)/ DIR
96	SCSP TSP Programme (Revenue)	DIR	Dean RGF(200000)/Director

Further Financial sanctioning power of some of the functionaries are proposed to be revised as below:

Sl.No	Category	Existing Limit for sanction(in `)	Proposed changes in Limit for sanction (in ₹)
1.	Deans except DoIPM & DoSA or spelt separately	1,50,000	2,00,000
2.	Deans (Dean IPM & DoSA)	1,50,000	5,00,000
3.	Assoc. Deans	nil	1,00,000

The Board discussed and resolved on the matter as follows:

Resolution No: R-101BOG/15/2019

RESOLVED to APPROVE the proposed delegation of power to different functionaries of the Institute as given in the aforementioned table along with fixing the Financial Sanctioning power of functionaries as below, by re-designating Dean (RG) to Dean (RGF)

Sl. No	Category	Proposed changes in Limit for sanction (in ₹)
1.	Deans except DoIPM & DoSA or spelt separately	2,00,000
2.	Deans (Dean IPM & DoSA)	5,00,000
3.	Assoc. Deans	1,00,000

Item 16

Approval to the recommendation of the 86th meeting of Building & Works Committee held on 23.12.2019 requiring Administrative approval of the Board

The 86th meeting of Building & Works Committee held on 23.12.2019 recommended the following items for administrative approval of the BOG.

Sl No	Particulars	Details	Recommendation of BWC
1	Administrative Approval for "Water proofing works in various buildings at IITG Campus".	The B&WC in its 86 th meeting held on 23 rd December 2019 has approved for "Water proofing works in various buildings at IITG	The Board is REQUESTED to ACCORD Administrative

		Campus for ₹431.53 Lakhs”. The committee recommended for administrative approval and financial sanction of ₹ 474.69 Lakhs after considering 10% increase for future escalation in the market price.	approval of ₹ 474.69 Lakhs.
2	Administrative Approval for “Supply and installation of kitchen equipment in 1000 seater boys’ hostel no. 11 (Disang hostel) at IITG Campus.”	The B&WC in its 86 th meeting held on 23 rd December 2019 has approved for “Supply and installation of kitchen equipment in 1000 seater boys’ hostel no. 11 (Disang hostel) at IITG Campus for ₹108.21 Lakhs”. The committee recommended for administrative approval and financial sanction of ₹ 120.00 Lakhs after considering 10% increase for future escalation in the market price.	The Board is REQUESTED to ACCORD Administrative approval of ₹ 120.00 Lakhs.
3	Administrative Approval for “Rehabilitation of DIBANG HOSTEL.”	The B&WC in its 86 th meeting held on 23 rd December 2019 has approved for “Rehabilitation of DIBANG HOSTEL for ₹149.11 Lakhs”. The committee recommended for administrative approval and financial sanction of ₹164.10 Lakhs after considering 10% increase for future escalation in the market price.	The Board is REQUESTED to ACCORD Administrative approval of ₹ 164.10 Lakhs.
4	Administrative Approval of the estimate for “Annual Maintenance Contract for Horticulture works of the Institute for the Year 2020-21.”	The B&WC in its 86 th meeting held on 23 rd December 2019 has approved for “Annual Maintenance Contract for Horticulture works of the Institute for the Year 2020-21 for ₹279.00 Lakhs”. The committee recommended for administrative approval and financial sanction of ₹307.00 Lakhs after considering 10% increase for future escalation in the market price.	The Board is REQUESTED to ACCORD Administrative approval of ₹ 307.00 Lakhs.
5	Administrative Approval of the estimate for “Accessibility requirement for Persons With Disabilities(PwD) in various buildings at IITG campus.”	The B&WC in its 86 th meeting held on 23 rd December 2019 has approved for “Accessibility requirement for Persons With Disabilities(PwD) in various buildings at IITG campus for	The Board is REQUESTED to ACCORD Administrative approval of ₹ 275.00 Lakhs.

		₹247.55 Lakhs”. The committee recommended for administrative approval and financial sanction of ₹275.00 Lakhs after considering 10% increase for future escalation in the market price.	
6	Administrative Approval for “e-tendering process of the section through M/s. ITI limited, Kolkata-72 and adoption of estimated rates from latest published schedules.”	The B&WC in its 86 th meeting held on 23 rd December 2019 has approved for “e-tendering process of the section through M/s. ITI limited, Kolkata-72 and adoption of estimated rates from latest published schedules.” in various works buildings at IITG Campus as per the following criteria’s: - 1) Value of works upto ₹5.00 lakhs-To publish through Institute Notice board and website and, 2) Value of works above ₹5.00 lakhs-Tendering and other all ancillary works will be done by the M/s. ITI limited, Kolkata-72 along with consideration of latest version of any schedule of rates for any value of work in the campus.	The Board is REQUESTED to ACCORD Administrative approval for the above proposals.
7	Administrative Approval for “Economically Weaker Section (EWS) Hostel at IIT Guwahati campus.”	The B&WC in its 86 th meeting held on 23 rd December 2019 has approved for “Economically Weaker Section (EWS) Hostel at IIT Guwahati campus.” for ₹4524.27 Lakhs”. The committee recommended for administrative approval and financial sanction of ₹ 4976.70 Lakhs after considering 20% increase for future escalation in the market price.	The Board is REQUESTED to ACCORD Administrative approval of ₹ 4976.70 Lakhs.

The Board was requested to consider and approve the recommendation of B&WC.

The Board discussed and resolved as below:

Resolution No: R-101BOG/16/2019

RESOLVED to **ACCORD** administrative approval:

1. of ₹ 474.69 Lakhs after considering 10% increase for future escalation in the market price for water proofing works in various buildings at IITG campus.
2. of ₹ 120.00 Lakhs after considering 10% increase for future escalation in the market price for “Supply and installation of kitchen equipment in 1000 seater boys’ hostel no. 11 (Disang hostel) at IITG Campus
3. of ₹164.10 Lakhs after considering 10% increase for future escalation in the market price for “Rehabilitation of DIBANG HOSTEL .
4. of ₹307.00 Lakhs after considering 10% increase for future escalation in the market price for “Annual Maintenance Contract for Horticulture works of the Institute for the Year 2020-21.
5. of ₹275.00 Lakhs after considering 10% increase for future escalation in the market price for “Accessibility requirement for Persons With Disabilities(PwD) in various buildings at IITG campus.
6. “e-tendering process of the section through M/s. ITI limited, Kolkata-72 and adoption of estimated rates from latest published schedules.” in various works buildings at IITG Campus as per the following criteria’s: -
 - a. Value of works upto 5.00 lakhs-To publish through Institute Notice board and website and,
 - b. Value of works above 5.00 lakhs-Tendering and other all ancillary works will be done by the M/s. ITI limited, Kolkata-72 along with consideration of latest version of any schedule of rates for any value of work in the campus.
7. of ₹ 4976.70 Lakhs after considering 20% increase for future escalation in the market price for “Economically Weaker Section (EWS) Hostel at IIT Guwahati campus.”

The Board further **OPINED** that the Institute should take up the above mentioned Works in a phased manner considering the availability of fund.

Item No.17

Items for Reporting to the Board:

Following reporting items were **NOTED** as reported to the Board.

- a. Request for lien by Prof. Sashidhar Gumma, Deptt. of Chemical Engineering to join IIT Tirupati
- b. Joining of Dr. Suresh S.M. as Registrar of IIT Guwahati
- c. Termination of PhD student Mr Sunayan Deka (Roll No 156106046), Department of BSBE from the Institute w.e.f.07.01.2019.

The Board **RATIFIED** the items as below:

Resolution No: R-101BOG/17/2019

- a. **Request for lien by Prof. Sashidhar Gumma, Deptt. of Chemical Engineering to join IIT Tirupati was denied based on the fact that he neither** got his application forwarded through proper channel as per requirement of every permanent employee, nor informed the Institute about his application to IIT Tirupati with a copy immediately after submission.
- b. **Joining of Dr. Suresh S.M. as Registrar of IIT Guwahati** with effect from December 20, 2019.
- c. **PhD student Mr Sunayan Deka (Roll No 156106046) , Department of BSBE was terminated from the Institute w.e.f.07.01.2019.**His request was not considered favourably. However an experience certificate from his advisor /head of dept. may be issued for his time spent at the Institute on his research work.

Item No 18

Approval to the recommendations of the Forty Second (42nd) Meeting of the Finance Committee of the Institute held on 26.12.2019

The Forty Second Meeting of the Finance Committee of the Institute was held at 11.00 A.M. just preceding to this Board meeting on 26.12.2019. The copy of the agenda item of the 42nd (Forty Second) meeting of the Finance Committee was made available to all members of the Board. In terms of the Section 5 (7) of the Statute, the recommendations of the Finance Committee was conveyed to the members of the Board by the Registrar who is also the ex-officio Secretary of the Finance Committee on the following agenda items:

1. Confirmation of the Minutes of the 41st Meeting of the Finance Committee held on 19th August 2019.
2. Action Taken Report on decision of 41st Finance Committee Meeting held on 19th August 2019.
3. To review the Expenditure under Capital and Revenue Head for the Financial Year 219-2 (upto 1512.219).
4. To consider revised estimates for the year 219-20 and budget estimates of 2020-21 under both Capital and Revenue Head.
5. To consider Guidelines for the revolving Fund and House Building Advance and Computer Advance Rules.
6. To consider Project Under Higher Education Funding Agency (HEFA).
7. To Report on Project Implementation Progress Report (PIPR) under HEFA.
8. To Appraise the Audit Paras of the Institute for the Financial Year 2018-19
9. To Accord Financial Sanction for the Works Recommended by Building & Works Committee (B&WC) [Additional Item]

The Board was requested to consider the recommendations of the Finance Committee and approve the same

The Board examined the recommendations made in the 42nd meeting of the Finance Committee and resolved as below:

Resolution No: R-101BOG/18/2019

RESOLVED that the recommendations of the Forty Second (42nd) meeting of the Finance Committee held on 26.12.2019 preceding the Board meeting as given in **Annexure-3** (Pages 42 to 49) be **APPROVED**.

Item No 19

Approval to the Recommendation of the Selection Committee for the post of Institute Engineer

The Board was informed that the interview for the post of Institute Engineer was held on 24.12.2019. The recommendation of the Selection Committee against Advt. No IITG/R/10/2019 dated 05.09.2019 is as below:

Name	Position	Pay
Mr. Tongbram Jagat Singh	Institute Engineer	As per rules

The Board resolved as below:

Resolution No: R-101BOG/19/2019

RESOLVED to **APPROVE** the recommendation of the Selection Committee as below:

Name	Position	Pay
Mr. Tongbram Jagat Singh	Institute Engineer	As per rules

Item No 20

Scheme for Compassionate Appointment

As per 7th CPC, the Central Govt. has provided relative merit points and revised procedure for selection on compassionate appointment. Some IITs have already taken decision through their BOG in line with this procedure. Though presently IIT Guwahati has a scheme for compassionate appointment, perhaps it needs modification in line with the new procedure or adoption of a new policy altogether.

The Board was requested to consider and approve.

The Board discussed and resolved as below:

Resolution No: R-101BOG/20/2019

RESOLVED that a committee to be constituted to review the proposal and prepare the guidelines/policy considering the earlier board resolution R46/06/2006.

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

IITG/101st – BOG/MINUTES
2:00 PM ON 26.12.2019

Dr. Suresh S.M.
Registrar &
Secretary, Board of Governors
IIT Guwahati

NOT PROVIDED AS ALREADY UPLOADED

भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
गुवाहाटी 781039, असम, भारत



Indian Institute of Technology Guwahati
Guwahati 781039, Assam, India

I give my consent to all items stated in the minutes of 100th Special Meeting of Board of Governors held on 14.11.2019 by circulation.

-
1. Prof. T. G. Sitharam
Chairperson and Director

 2. Prof. S. K. Srivastava
Member

 3. Prof. Varadraj B. Bapat
Member

 4. Mr. Bikeduosie Kehie
Member

 5. Dr. Chitra Dutta
Member Chitra Dutta

 6. Dr. Rakesh Sarwal, Addl. Secy. (HE), MHRD
Member

 7. Prof. Bhaba Kumar Sarma
Member

 8. Prof. Bishnupada Mandal
Member

 9. Commissioner & Secretary to Govt. of Assam
Higher Education (Technical) Department
Member
-

भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
गुवाहाटी 781039, असम, भारत



Indian Institute of Technology Guwahati
Guwahati 781039, Assam, India

I give my consent to all items stated in the minutes of 100th Special Meeting of Board of Governors held on 14.11.2019 by circulation.

-
1. Prof. T. G. Sitharam
Chairperson and Director

 2. Prof. S. K. Srivastava
Member

 3. Prof. Varadraj B. Bapat
Member

 4. Mr. Bikeduosie Kehie
Member

 5. Dr. Chitra Dutta
Member

 6. Dr. Rakesh Sarwal, Addl. Secy. (HE), MHRD
Member

 7. Prof. Bhaba Kumar Sarma
Member

 8. Prof. Bishnupada Mandal
Member

 9. Commissioner & Secretary to Govt. of Assam
Higher Education (Technical) Department
Member
-

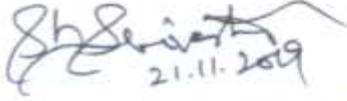
भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
गुवाहाटी 781039, असम, भारत



Indian Institute of Technology Guwahati
Guwahati 781039, Assam, India

I give my consent to all items stated in the minutes of 100th Special Meeting of Board of Governors held on 14.11.2019 by circulation.

-
1. Prof. T. G. Sitharam
Chairperson and Director

 2. Prof. S. K. Srivastava
Member

21.11.2019

 3. Prof. Varadraj B. Bapat
Member

 4. Mr. Bikeduosie Kehie
Member

 5. Dr. Chitra Dutta
Member

 6. Dr. Rakesh Sarwal, Addl. Secy. (HE), MHRD
Member

 7. Prof. Bhaba Kumar Sarma
Member

 8. Prof. Bishnupada Mandal
Member

 9. Commissioner & Secretary to Govt. of Assam
Higher Education (Technical) Department
Member
-

Annexure-2

REPORT OF THE COMMITTEE CONSITUTED FOR REVIEWING THE CRITERIA FOR SELECTION OF PROFESSORS TO PAY LEVEL 15 (HAG PAY SCALE IN 6TH CPC)

The undersigned committee had several sittings and came up with the criteria appended with this note. Procedures followed in other IITs, especially, IITB, IITK and IITKgp were scrutinized and the committee ensured that the current proposal is generally in line with the procedures prevailing in other IITs.

It was first noted that (1) there is a ceiling in the number of posts indicating that considerable amount of academic/professional achievements are required to obtain this coveted pay scale and these professors should be in top notch among peers, and (2) this is the highest academic position in an Institute of national importance with good infrastructure and students inducted through national level exams, and hence there are a lot expectations from professors in this pay scale.

Hence, criteria based on four categories of proficiencies covering teaching, research, academic administration and recognition have been laid for shortlisting applicants for consideration of movement to this post. Since, all-round proficiency is expected from these professors, a minimum marks in each category and an overall minimum score out of 100 is proposed to be fulfilled in order to be shortlisted for consideration of movement to this coveted post. It was only after ample thought, deliberations and care that the committee arrived at the criteria proposed for shortlisting candidates. Enough care has been taken to identify the four categories of proficiency that are relevant cutting across all the departments. The points for each head under a category has been so assigned that it should not be too difficult for any particular department to obtain the required number of points under each category. Further, the over-all point-based criteria has been so designed as to eliminate any undue bias towards any one category or branch of specialization in the Institute.

Announcement of the criteria and the selection procedure are not only expected to provide a fair and transparent methodology to applicants but also meant to send a clear message to the global community about the quality of the professors inducted in this grade by the Institute.

The selection procedure and criteria are placed for consideration of adoption by the Institute.


13/11/2019
(Prof. A. K. Dass)


13/11/19
(Prof. S. Dandapat)


13/11/2019
(Prof. A. Srinivasan)

**Methodology for movement of Professors (Pay level 14A)
to Pay Level 15 (HAG Pay)**



Dated 13th November 2019

Indian Institute of Technology Guwahati
Guwahati – 781 039, Assam, India

Preamble:

Pay Level 15 (HAG in 6th CPC) is a senior Professor level scale meant for professors with exemplary track record & achievements. Basic requirements for eligibility to this pay scale are

- At least 6 years of continuous service as Professor in the Institute (excluding long leave, period) at the time of application for selection / consideration.
- Only 40% of the total number of Professors can be on the HAG scale.
- No disciplinary action has been taken against the candidate in the last six years.

Since there is a ceiling in the number of posts, an eligibility (or shortlisting) criteria is required. IIT Guwahati would seek applications from eligible professors, usually once a year in the required format and scrutinize them for fulfillment of the shortlisting criteria given below. Such shortlisted applications will be sent to **Subject Experts** for specific comments and recommendations. A **Standing Committee** would scrutinize the inputs from the subject experts and recommend selection of Professors to Pay level 15 (HAG) after considering various factors including overall marks obtained by the candidate and the vacancies available. As per practise followed in the last few years, the date of the standing committee meeting will be the date of movement of the Professors to the HAG pay.

Constitution and Term of the Standing committee:

1. Director, IIT Guwahati - Chairman
2. Two senior HAG Professors, one each from any two Engg. Depts.(incl. BSBE & Design).
3. One senior HAG Professor from Maths or Physics or Chemistry or HSS Departments
4. One eminent and senior academic (holding/held Directorship of any IIT / IISc)
5. Dean of Faculty Affairs – Member Secretary (Non Member Secretary if not a HAG Professor herself / himself)

Members specified under #2 and #3 will be nominated by the Director of the Institute for a fixed period not exceeding three years.

Subject Experts Panel:

At least one expert for each department. These experts should be either Professors in HAG pay from Institutions of national importance or senior and accomplished superannuated Professors from Institutions of national importance. The expert panel has to be approved by the Board of Governors and normally has a term of three years.

Marks based Evaluation of the Application for shortlisting:

Shortlisting of the applications is based on marks obtained in the following broad categories. **Only data pertaining to the period of service beginning from the date joining as a Professor (L14A) in the Institute provided by the candidate will be considered in these calculations.** A total of 100 marks is distributed among the following **FOUR** categories to evaluate a Professor's eligibility to be shortlisted for consideration of movement to HAG (Pay Level 15) pay (Annexure-I shows the scheme to award marks under each category).

- 1. Teaching (Max: 30 Marks):** Undergraduate teaching, Postgraduate core courses, Elective teaching, Innovation in teaching (Setting up of new laboratories, introduction or participation in new programs, etc.).
- 2. Research (Max: 50 Marks):** The research components consists of two parts:
 - a) Academic Research (Max: 30 Marks):**
 - PhD supervision (**Minimum: 08 marks**)
 - PG/UG project supervision, research papers, patents, books / NPTEL / MOOCs / GIAN / Collaborative Research, etc.
 - b) Sponsored Research (Max: 20 Marks):** Sponsored research projects, Consultancy, Product development and Technology transfer, Incubation, etc.
- 3. Administration (Max: 20 Marks):** This component will be evaluated based one's contribution to various administration related activities such as Deanship, HODship, Dept. level responsibilities, Hostel level responsibilities, Conference / Workshop / Short-tern course organization and any other administrative work related to the Institute.
- 4. Recognition / Mentorship / Outreach:** This component will be evaluated based on any Recognition (Fellow / Awards) for academic/administrative achievements, mentorship (member of BOG, Senate of another Institute, membership in national bodies/committees), Teaching in any other Institute under MOU with IITG, etc. **No marks are assigned to this category. However, the candidate has to fulfil any one of the requirements mentioned in Annexure I.**

Overall requirements for shortlisting based on the FOUR categories:

Since all round proficiency is expected from such senior level academicians, following minimum marks are required in each category apart from a minimum overall marks:

1. Teaching Component: Minimum 20 Marks (67%),

2. Research Component: Minimum 30 Marks (75%) with PhD guidance of ≥ 08 Marks
3. Administration Component: Minimum 03 Marks (15%),
4. Recognition/Mentorship/Outreach: Should fulfill atleast one of the accepted criteria

Overall Minimum Marks for shortlisting = 60 / 100 (and fulfilling criteria #4)

Annexure-I: Scheme of Marks Distribution Under Each Category

1. Evaluation of Teaching Component (Max: 30 Marks)

The teaching component is an important factor in evaluating the quality of a faculty member of a premier academic Institute. Professors are expected to lead other faculty members and scientific/technical staff, and motivate the students through their teaching skills. The marks under this category are calculated based on the number of courses taught, the number of students enrolled for the course and the credit of the course as explained below:

- **Marks of a theory course $M_{Th} = CC \times CS \times NT$**

where CC = Course credit, CS = Student strength factor, NT = Number teachers of the said course (NT = 1, 0.5, 0.33 for single, two or three instructors). Student strength factor (CS) is calculated based on the following student strength in the said course: CS = 0.25 for < 40 students, 0.30 for 41-80 students, 0.35 for 81-120 students, 0.40 for 121-160 students, and 0.5 for more than 160 students in the said class/group.

- **Marks for lab/studion course of ≥ 3 hour duration = 1.25**
- **Marks for a Tutor for first year UG course = 1.25**

As there are 12 semesters (6 years) for a professor to qualify for HAG scale, a faculty member who is active in teaching should easily score 30 marks.

2. Evaluation of Research Component (Max: 50 Marks)

- a) **Academic Research (Max: 30 Marks):** Evaluation of academic research is based on the following.

- Ph. D. single supervision: 4 marks, For joint supervision (2 guides): 2 marks **(Minimum 08 marks)**.
- Each single M.Tech / M. Sc./ MA / M. Des project supervision: 0.5 marks/project
Each Journal Paper with an impact factor – 1.5 marks
Each BTech project supervision – 0.25 marks/project
Each conference Paper – 0.25 marks
Each accepted Patent – 03 marks
Text Book (Single author) – 04 marks (Marks to be divided by number of authors)
Books on specialized topics – 03 marks (Marks to be divided by number of authors)
Each NPTEL / MOOC / GIAN course completed – 02 mark

b) Sponsored Research (20 Marks):

- Funded project: (≥ 50 lakhs) as PI: 05 marks & as Co-PI: 02 marks; (20 - 50 lakhs) as PI: 03 marks & as Co-PI: 01 mark; (< 20 lakh) as PI: 02 marks & as Co-PI: 0.5 marks.
- Consultancy – Funding > 10 lakhs: 02 marks, 5 - 10 lakhs: 01 mark
- Incubation: 2 marks for mentoring one start up at IITG incubation center.
- Successful Technology development and transfer to an Industry: 8 marks.

3. Evaluation of Administration Component (20 Marks)

- DD / Dean / Asso. Dean / HOD – 03 marks per year
- HAC / HOC / Chairman of Gym. Board / Professor i/c – 02 marks per year
- Vice Chairman of Gym Board / Warden / Assoc. Warden / Secy. DUPC/DPPC, Cordinator DTTC – 1.5 marks per year
- Chair/Convenor of Conference organized at IIT Guwahati with 100 or more participants – 03 marks, 30 or more participants – 01 mark (if only one chair)
- Sole Coordinator of Workshop / Short term course – 02 marks
- Other long term Institute administrative responsibilities – 01 per year

4. Evaluation of Recognition / Mentorship / Outreach Component:

Should fulfil atleast one of the following:

- Elected Fellow any recognized Professional Society
- National Level Government Instituted Award
- Any other award or recognition by a recognized society

- Member of editorial board of recognized journals (excluding online / paid journals)
- Member of BOG / Senate / BOS of another Government Institute
- Member of national (government) bodies such as DST, CSIR, etc.
- Any Institute level recognition / award
- Any outreach activity / recognition as deemed acceptable by committee

-----end of document-----



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Technology Guwahati

MINUTES

OF

**THE 42ND MEETING OF THE FINANCE COMMITTEE OF
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI HELD ON
26th December 2019 (THURSDAY)**

The 42nd meeting of the Finance Committee was held on 26-12-2019 (Thursday) at 11.00 a.m. at Board Room, Admin. Building, IIT Guwahati, Guwahati – 781039, Assam.

The following members were present:

- | | |
|--|-----------------|
| 1. PROF. T. G. SITHARAM
Director, IIT Guwahati,
Guwahati-781039 | Chairman |
| 2. PROF. GAUTAM BARUA
Director, IIIT Guwahati,
Guwahati-781015 | Member |
| 3. PROF. SASHINDRA KR. KAKOTY
Professor, Dept. of ME & Dean,
Resource Generation and Finance,
IIT Guwahati, Guwahati-781039 | Special Invitee |

The following Member attended the Meeting through Teleconferencing / Videoconferencing

- | | |
|---|--------|
| 4. DIRECTOR (IITs)
Dept. of Higher Education,
MHRD, Shastri Bhawan,
New Delhi-110 115 | Member |
| 5. DR. USN MURTY
Director,
NIPERG, NITS Mirza Road,
Parlli Part, Mirza,
Guwahati-781125 | Member |

Director (Finance), Department of Higher Education, MHRD and could not attend the meeting.

Dr. Suresh M. S., Registrar IIT Guwahati was present in his capacity as the ex-officio Secretary of the Committee.

The Finance Committee was informed that comments have been received from the MHRD vide letter F. No. 6-9/2019-TS-I dated 17-12-2019 which were circulated amongst the members for consideration during deliberation and decision.

The Chairman welcomed the all the members including the new Member of the Finance Committee, Dr. USN Murty, Director, NIPER Guwahati. The Chairman also welcomed Prof.

S. K. Kakoty, Dean Resource Generation & Finance and the new Registrar, IIT Guwahati Dr. Suresh M. S.

The agenda wise discussions took place and minutes were recorded as follows:

Item No. 1:

CONFIRMATION OF THE MINUTES OF THE 41ST MEETING OF THE FINANCE COMMITTEE HELD ON 19TH AUGUST 2019:

The Minutes of the 41st meeting of the Finance Committee of the Institute held on 19th August 2019 was circulated to members vide Letter No. IITG/F&A/FC/2019-20/21 dated 27-08-2019. No comments have been received from any of the Members.

The Finance Committee was requested to consider and confirm the Minutes.

The Finance Committee considered the minutes and resolved as below:

Resolution No.: R 42_FC/1/2019:

Resolved that the Minutes of the 41st meeting of the Finance Committee held on 19-08-2019 be CONFIRMED as circulated.

Item No. 2:

ACTION TAKEN REPORT ON DECISION OF 41ST FINANCE COMMITTEE MEETING HELD ON 19TH August 2019:

The follow up action taken report on the decision of the 41st meeting of the Finance Committee held on 19-08-2019 was placed before the Committee for consideration.

The Committee considered the same and resolved as follows:

Resolution No.: R 42_FC/2/2019:

Resolved that the Action Taken Report of the 41st meeting of the Finance Committee held on 19-08-2019 be NOTED as reported.

Item No. 3

TO REVIEW THE EXPENDITURE UNDER CAPITAL AND REVENUE HEAD FOR THE FINANCIAL YEAR 2019-20 (UPTO 15-12-2019):

The following summary of expenditure up to 15-12-2019 vis-a-vis the fund position as on 16-12-2019 was placed before the Finance Committee:

A: CAPITAL EXPENDITURE vis-a-vis FUND AVAILABLE:

(₹ in Lakh)

Fund Position as on 16-12-2019			Expenditure against Budget 2019-20		
Head	Particular	Fund Available	A/c Head	RE 2019-20	Exp. Up to 15-12-2019
CAPITAL	OPENING BALANCE	0.00	Construction / Works	7600.00	470.10
	Grants from Ministry (MHRD)	3700.00	Equipment		1392.66
	Total Fund	3700.00	Furniture		399.40
	Expenditure	3054.44	Books & Journals		792.28
			SCSP and TSP Prog.		-
Unspent Balance as on 16-12-2019		645.56	TOTAL EXPENDITURE	7600.00	3054.44

B: REVENUE EXPENDITURE vis-a-vis FUND AVAILABLE: (₹ in Lakh)

Fund Position as on 16-12-2019					Expenditure against Budget 2019-20		
Head	Particular	Salary	Non-Salary	Total	A/c head	RE 2019-20	Exp. up to 15-12-2019
REVE-NUE	OPENING BALANCE	263.10	322.12	585.22	Salary	20100.00	12331.05
	Grants from Ministry (MHRD)	11100.00	11100.00	22200.00	Non-Salary	21200.00	10553.94
	Total Fund	11363.10	11422.12	22785.22			
	Expenditure	12331.05	10553.94	22884.99			
	USB as on 16-12-2019	(-) 967.95	868.18	(-) 99.77	TOTAL	41300.00	22884.99

C : STATUS OF SANCTIONED HEFA PROJECTS: (₹ in Lakh)

Sl. No	Name of the Projects	Sanctioned value	Amount disbursed
1.	Construction of F-Type residential tower	15963.00	2221.00
2.	Extension of Academic Complex of CET & CIF	3822.00	-
Total		19785.00	2221.00

It was also informed to the Finance Committee that the following projects have been approved by the MHRD, and the Loan application is under process in HEFA:

(₹ in Lakh)

Sl. No.	Name of the Works	Status	Amount of HEFA Loan
A	Construction:		
1	Extension of Academic Complex Ph.-V	Ongoing	2450.00
2	Construction of 1000 seater Boys' Hostel no. 11	Ongoing	4676.00
3	Construction of Boundary Wall	Ongoing	1083.00
4	Construction of Transit Accommodation 3	Ongoing	264.00
5	Augmentation of HVAC Plant	New	268.00
6	Rectification and straightening of Internal Roads Ph-II	Ongoing	515.00
TOTAL (A)			9256.00
B	Research Equipment:		
1	Clean Room - and Allied Utilities	Ongoing	693.00
TOTAL (B)			693.00

TOTAL PROJECT COST (A+B)	9949.00
---------------------------------	----------------

The Finance Committee deliberated on the matter expressed satisfaction on the status of utilization of Fund.

Resolution No.: R 42_FC/3/2019:

RESOLVED that the fund position under Capital and Revenue head up to 15-12-2019 be NOTED as reported.

Item No. 4

TO CONSIDER REVISED ESTIMATES FOR THE YEAR 2019-20 AND BUDGET ESTIMATES OF 2020-21 UNDER BOTH CAPITAL AND REVENUE HEAD:

REVISED ESTIMATES FOR THE YEAR 2019-20:

It was informed that the Finance Committee of the Institute vide its Resolution No. R 39_FC/4/2018 had recommended to the Board of Governors of the Institute for approval of Budget Estimates for the year 2019-20 with Capital Budget of ₹9000.00 Lakh and Revenue Budget of ₹41200.00 Lakh.

Considering the expenditure trend till December 15, 2019 a Revised Estimate (RE) for the year 2019-20 has been prepared with the Capital RE of ₹7600.00 Lakh and Revenue RE of ₹41300.00 Lakh [including ₹20100.00 Lakh under Salary Component (OH-36) and ₹21200.00 Lakh under Non-Salary Component (OH-31)]. The expenditure till 15th December 2019 under Capital head is ₹3054.44 Lakh and expenditure under Revenue head is ₹22884.99 Lakh.

The Committee was requested to consider the Revised Estimates for 2019-20 and recommend the same to the Board of Governors for approval.

BUDGET ESTIMATES OF 2019-20:

The Finance Committee was further informed that as per the requirement of MHRD, the Institute prepared a Budget Estimates for the Financial Year 2020-21 for ₹9000.00 Lakh under Capital Head and ₹49300.00 Lakh under Revenue Head [including ₹24300.00 Lakh under Salary Component (OH-36) and ₹25000.00 Lakh under Non-Salary Component (OH-31)].

The Finance Committee was requested to recommend the Budget Estimates for 2020-21 to the Board of Governors for approval.

It was appraised to the Finance Committee that MHRD in the recent Budget Meeting with the officials of the institute held on 23-12-2019 informed that the additional requirement of fund under capital and recurring head during the current financial year 2019-20 would be difficult to support due to budget cut by the Ministry of Finance.

Further, for the next financial year 2020-21, the following tentative allocation is given to the Institute:

(₹ in Lakh)

BE 2020-21			
OH 31	OH 35	OH 36	TOTAL
20000.00	4000.00	22000.00	46000.00

The Finance Committee deliberated on the Revised Estimates 2019-20 and Budget Estimates 2020-21 at length. The committee, in view of tentative allocation, opined to reduce the RE 2019-20 and BE 2020-21 wherever possible.

Accordingly, the RE 2019-20 and BE 2020-21 has again been re-casted as follows:

(₹ in Lakh)

RE 2019-20				BE 2020-21			
OH 31	OH 35	OH 36	TOTAL	OH 31	OH 35	OH 36	TOTAL
19500.00	7600.00	18700.00	45800.00	22500.00	5500.00	22300.00	50300.00

The Committee also advised to request MHRD to provide at least the above allocation to the Institute.

Resolution No.: R 42_FC/4/2018:

RESOLVED to recommend to the Board of Governors to APPROVE the Revised Estimates for ₹7600.00 Lakh under Capital and ₹38200.00 Lakh under Revenue head (OH 31 for ₹19500.00 Lakh and OH 36 for ₹18700.00 Lakh) for the Financial Year 2019-20 as at **Annexure – I.**

Further RESOLVED to recommend to the Board of Governors to APPROVE the Budget Estimates for ₹5500.00 Lakh under Capital Head and ₹44800.00 Lakh under Revenue Head (₹22500.00 Lakh under OH-31 and ₹22300.00 Lakh under OH-36) for the Financial Year 2020-21 as at **Annexure – I.**

Item No. 5

TO CONSIDER GUIDELINES FOR THE REVOLVING FUND AND HOUSE BUILDING ADVANCE AND COMPUTER ADVANCE RULES:

The Finance Committee was informed that as per the decision of its 39th Meeting held on 29.03.2019 for creation of a Revolving Fund for House Building Advance (HBA) and Personal Computer Advance (PCA) for the Employees of the Institute and to adopt the revised rules of the said two advances prescribed by the Govt. of India mutatis-mutandis in the Institute, a Committee was constituted to finalize the HBA and PCA Rules for the Institute employees and also to suggest the modalities of operation on the Revolving Fund.

Accordingly, the Committee modified the HBA and PCA Rules in line with the Govt. of India Rules and placed before the Finance Committee. The modalities and Guidelines of the Revolving Fund submitted by the Committee was also placed before the Finance committee.

The Finance Committee was requested to consider the HBA and PCA Rules and also the Guidelines of the Revolving Fund.

MHRD commented that the proposal may be considered as per the GoI rules and extant guidelines.

The Finance committee had gone through the HBA and PCA Rules and found it in line with the Govt. of India Rules. The committee also Guidelines and advised to modify the point no.5 as follows:

” Available fund would be utilized every year for disbursing the House Building Advance and Personal Computer Advance subject to a maximum of ₹3.00 crore every year”

Resolution No.: R 42_FC/5/2019:

RESOLVED to recommend to the Board of Governors to APPROVE the House Building Advance and Personal Computer Advance Rules as at **Annexure – II.**

Further RESOLVED to recommend to the Board of Governors to APPROVE the Guidelines for the modified Revolving Fund as at **Annexure – III.**

Item No. 6

TO CONSIDER PROJECT UNDER HIGHER EDUCATION FUNDING AGENCY (HEFA):

It was informed the Finance Committee that the proposal of the following three infrastructure projects was submitted to MHRD on 06-09-2019 against MHRD's Letter dated 02.09.2019 for additional essential infrastructure over and above the sanctioned/already submitted to MHRD

		(₹ in Lakh)
Sl. No.	Name of the Project	Amount
1	Construction of 60 seater Hostel for International Faculty and Students	1500.00
2	Construction of building for the Dept. of Bio-Science & Bio-Engineering	4000.00
3	Construction of building for CORE Labs for Under Graduate Students	1500.00
	Total	7000.00

The Finance Committee was requested to consider the proposal.

MHRD in its comments advised to submit the DPRs, Checklists and IRR to the Ministry to avail the loan. The Finance Committee considered the proposal and resolved as follows:

Resolution No.: R 42_FC/6/2019:

RESOLVED to recommend to the Board of Governors to APPROVE the above three infrastructure projects amounting to ₹7000.00 Lakh for HEFA funding.

Item No. 7

TO REPORT ON PROJECT IMPLEMENTATION PROGRESS REPORT (PIPR) UNDER HEFA:

It was appraised to the finance Committee that in terms of the credit policy of HEFA for Monitoring of Projects, the Institute had to submit Project Implementation Progress Report (PIPR) on quarterly basis. As such, the PIPR for the quarter ending September 2019 was submitted to HEFA. The Project Implementation Progress Report (PIPR) of the quarter was placed before the Finance Committee.

The Finance Committee was requested to ratify the PIPR

Resolution No.: R 42_FC/7/2019:

Resolved that the Project Implementation Progress Report (PIPR) for the quarter ending September 2019 submitted to HEFA be Noted and Ratified.

Item No. 8

TO APPRAISE THE AUDIT PARAS OF THE INSTITUTE FOR THE FINANCIAL YEAR 2018-19:

The Finance Committee was appraised that the MHRD vide letter F No. 16-9/2018-TS-1 dated 11.09.2018 suggested to place the status of pending audit paras and vigilance cases in the Finance Committee / Board of Governors Meetings.

Accordingly, the Inspection Report forwarded by the Director General of Audit, Central, Kolkata for the Financial Year 2018-19 along with the comments / replies of the Institute already furnished to Audit were placed before the Finance Committee.

The Finance Committee discussed the observations and the comments / replies of the institute at length.

Resolution No.: R 42_FC/8/2019:

RESOLVED that the observation raised by Audit and the comments/replies thereon be NOTED as reported.

Additional Item with the permission of the Chair: Item No. 01

TO ACCORD FINANCIAL SANCTION FOR THE WORKS RECOMMENDED BY BUILDING & WORKS COMMITTEE (B&WC):

The Finance Committee was informed that the Building & Works Committee of the Institute in its 86th meeting held on 23-12-2019 recommended the following works to the Board of Governors for administrative approval

Sl. No	Name of the Works	Executing Agency	Budget Head	Amount (₹ in lakh)
1	Approval of the estimate for "Water proofing works in various buildings at IITG Campus."	Will be allotted through NIT	Revenue	474.69
2.	Approval of the estimate for "Supply and installation of kitchen equipment in 1000 seater boys' hostel no. 11 (Disang hostel) at IITG Campus."	Will be allotted through NIT	Capital - Equipment	120.00
3.	Approval of proposal for Rehabilitation of DIBANG HOSTEL.	Will be allotted through NIT	Revenue - IRG	164,10
4.	Approval of the estimate for "Construction of additional RCC treated water Reservoir at hill top near Academic Complex at IITG."	Will be allotted through NIT	Capital	74.00
5.	Approval for deviation of quantity and additional item in the work "Repairing and renovation of old vermicomposting site and surrounding area at Technology Complex in IITG Campus, Guwahati."	Sri Mantu Kr Pathak	Revenue	Original Contract Value= 3.99.00 Revised cost of work approved in 86 th B&WC= 5.41.00 Hence, deviated cost of work= 5.41
6.	Approval of the estimates for "Outsourcing of comprehensive annual operation & maintenance contract of low side chilled water air-conditioning works comprising of AHUs and FCUs in IIT Guwahati campus."	Will be allotted through NIT	Revenue	57.23
7.	Approval of the estimate for "Air Conditioning of Drawing Halls no. 1203 and 1204 in the Core-I of Academic complex of the Institute."	Will be allotted through NIT	Capital	48.30
8.	Approval of the Estimate for "Outsourcing of Operation & day-to-day maintenance of the Low Tension DG sets installed in the IIT Guwahati campus."		Revenue	54.34
9.	Approval of the "Annual Maintenance Contract for Horticulture works of the Institute for the Year 2020-21."		Revenue	307.00
10	Approval of the estimate for Accessibility requirement for Persons With Disabilities(PwD) in various buildings at IITG campus.	Will be allotted through NIT	Capital	275.00

11	Approval of estimate for "Implementation of energy efficiency measures in the Academic complex (phase-I) through micro grid system."	Will be allotted through NIT	Capital	62.25
12	Approval of the proposal "Economically Weaker Section (EWS) Hostel at IIT Guwahati campus."	CPWD/IITG	Capital	4976.70

The Finance Committee was requested to accord financial sanction to the above mentioned works so that the matter may be placed before the Board's meeting being held today after this meeting for Administrative Approval.

Keeping in view of the less allocation by MHRD during 2019-20 and 2020-21, the Finance Committee advised to take up the above works within the allocated Budget as recommended under Item No. 4. Further, the Committee also advised to take up the work at Sl. No. 3 "Proposal for Rehabilitation of DIBANG HOSTEL" from the Internal Resource Generation (IRG) of the Institute.

The Finance Committee considered the proposal and resolved as follows:

Resolution No.: R 42_FC/Addl. 01/2019:

RESOLVED to accord financial sanction for the aforesaid works with recommendation to the Board of Governors for accord of Administrative Approval for the works above ₹100.00 Lakh with the following suggestions:

1. The Financial Sanction is subject to the availability of fund.
2. The work at Sl. No. 3 "Proposal for Rehabilitation of DIBANG HOSTEL" be taken up from the Internal Resource Generation (IRG) of the Institute and phase wise.
3. The work at Sl. No. 12 Proposal for Economically Weaker Section (EWS) Hostel at IIT Guwahati campus be restricted within the budget allocated by MHRD i.e. ₹4528.00 Lakh.

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

(Dr. Suresh S. M.)
Registrar & Secretary
Finance Committee