

F.No.67-3/2015-TS.I  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Technical Section - I

*Shastri Bhawan, New Delhi  
Dated 20<sup>th</sup> March, 2020*

To,

Prof. A.K. Das  
Interim Director, IIIT Senapati

**Subject : Minutes of the 6<sup>th</sup> meeting of the Governing Body of IIIT  
Senapati -reg.**

Sir,

I am directed to enclose herewith approved minutes of the 6<sup>th</sup> meeting of the Governing Body of IIIT-PPP, Senapati held on 9<sup>th</sup> March, 2020.

2. It is requested that the minutes may kindly be circulated to all concerned members of the Governing Body of IIIT Senapati for information and necessary action.

Yours faithfully,

**Encl: as above**



(Praveer Saxena)

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**Minutes of the 6<sup>th</sup> meeting of the Governing Body of Indian Institute of Information Technology Society Manipur held on 9th March 2020 through Video Conference**

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**Minute of the 6th meeting of the Governing Body (GB) of Indian Institute of Information Technology Senapati, Manipur held on 9<sup>th</sup> March, 2020 in the Office Chamber of Secretary (HE), MHRD, Shastri Bhawan, New Delhi**

**The followings were present:**

- |    |  |   |                  |
|----|--|---|------------------|
| 1. | <b>Shri Amit Khare,</b><br>Secretary, Deptt. of Higher Education,<br>MHRD, New Delhi                                     | : | Chairman         |
| 2. | <b>Dr. Rakesh Sarwal</b><br>Additional Secretary (Technical Education),<br>Deptt of Higher Education, MHRD,<br>New Delhi | : | Member           |
| 3. | <b>Smt. Darshana M Dabral</b><br>JS & FA, MHRD, New Delhi  | : | Member           |
| 4. | <b>Dr. Rajesh Kumar</b><br>Additional Chief Secretary<br>DIT, Government of Manipur                                      | : | Member           |
| 5. | <b>Prof. Amarendra Kumar Das,</b><br>Interim Director, IIIT Senapati<br>Manipur<br>(attended through VC)                 | : | Member Secretary |

The following persons were also present during the meeting:

- i. Shri Praveer Saxena, Under Secretary (IIIT's), MHRD
- ii. Shri Dibyajyoti Goswami, Interim Registrar, IIIT Senapati, Manipur.

\*Minutes of the GB will be sent to the members who could not get connected through VC for their approval.

**Address by the Chairman:** The Chairman welcomed all the members present in the meeting.

After that the meeting started as per the agenda items. The items were presented by the Interim Director, IIIT Senapati, Manipur for deliberation.



**Item No. 1**

**Confirmation of the Minutes of the Fifth Meeting of Governing Body of Indian Institute of Information Technology Society Manipur held on 1st July, 2019 at Conference Hall (Room No. 112) of Shastri Bhawan, MHRD New Delhi.**

The 5th Meeting of the Governing Body of Indian Institute of Information Technology Society Manipur was held on 1st July, 2019 at the Conference Hall (Room No. 112) of the Shastri Bhawan, MHRD, New Delhi. The Minutes of the meeting were circulated amongst the members of the GB for their comments / observations, if any. Comment/ observation was received from MHRD on Agenda Item No. 5 and 7 as given below:

**Agenda Item No. 5: Adoption of the Annual Accounts of the Institute for Financial Year 2016-17 and 2017-18.**

**Decision of the GB:** The Governing Body adopted the Audited Annual Accounts for the FYs 2016-17 and 2017-18 for Government Audit as at Annexure-1 (FY 2016-17) and Annexure-2 (FY: 2017-18).

**Observation of MHRD:** The late e-filing of TDS is not desirable and may be avoided for future deductions.

**Agenda Item No. 7: Approval of the Minutes of the Senate meeting held on 10th April, 2019.**

**Decision of the GB:** The GB approved the minutes of the Senate meeting held on 10th April, 2019 with the following observation:

Courses on Cyber Security, Big Data, Artificial Intelligence, IoT etc. to be included in the course curriculum to meet current demand and future direction of the emerging technology.

**Observation of the MHRD:** The appointment of regular faculty may be done. Also the system of degrees in various foreign and premier Indian institutes be studied and a better grading system be developed for the Institute. Further; in order to attract and retain good faculty, Institute should come up with proposal for faculty housing.

Above are part of the approved minutes and included as agenda items in this 6th GB meeting.



The draft minutes were circulated on 10th July, 2019. MHRD conveyed its observations on 17th July, 2019. The above observations were incorporated in the final minutes circulated by the institute.

**Decision of the Governing Body:**

**The Governing Body confirmed the Minutes of the Fifth Meeting of Governing Body of Indian Institute of Information Technology Senapati, Manipur held on 1st July 2019, after deliberation as circulated and enclosed at Annexure-1.**

**Item No. 2**

**Action taken report**

The details of the actions taken report on the decisions of the Fifth Meeting of Governing Body of Indian Institute of Information Technology Society Manipur held on 1st July, 2019 are placed at Annexure-2

**Decision of the Governing Body:**

**The Governing Body approved the Action Taken Report on the decisions of the Fifth Meeting of the Governing Body held on 1st July 2019.**

**Item No. 3**

**Progress Report of IIIT Senapati, Manipur – Status of infrastructure and approval of Revised DPR**

Based on the decision of the 5<sup>th</sup> Governing Body Meeting, Government of Manipur was requested to convert existing Temporary Campus of the institute at Mantripukhri in Imphal as the **City Campus** and this has been approved with the condition that area to the east of National highways having Hostels will not be part of City Campus but institute can use it till its own hostels are not ready.

To build up infrastructure at City Campus and at main campus at Mayangkhang, based on the feedback from Government of Manipur, a revised DPR (**Annexure 3**) has been prepared and circulated to the members from outside MHRD (Vice Chancellor of Manipur University, Director of NIT Manipur and officials of Government of Manipur who are members of GB). Approvals from these members are placed as Annexure 4.



- A. As per the revised DPR, immediately two faculty buildings having capacity of 16-20 flats and one academic building to house new laboratories, class rooms and seating space for new faculty members to be recruited will be constructed in the City Campus at a cost of approximately Rs. 50.00 crores.
- B. Permanent buildings of CSE, ECE, Hostels and part of Faculty and Staff Residences will be built in the Main Campus involving approximately Rs. 70.00 crores

**Decision of the Governing Body:**

The Governing Body observed that the cost of Furniture and Equipment was not included in the DPR. The Institute informed that majority of these items have already been procured and the TEQIP III funds will be used in future and thus its cost is not included in the DPR. Further, the furniture procured for hostels (for 230 students) can be paid out of the Tuition Fees and interest received from amount paid by private partners and State Government. It was decided that the Institute will provide a two page write up on how it proposes to obtain full set of equipment and furniture in its building. The GB advised that the cost of furniture and equipment must be included in the DPR but the source of funds may be mentioned as TEQIP III funds or otherwise.

The Institute informed the Governing Body that entire amount released by private partners and Government of Manipur so far is kept in Fixed Deposit and will be used for construction purpose. The GB noted the following position of funds received by the Institute and the amount due from the Stakeholders :-

Stakeholders	Rs. In crore	
	Amount paid	Amount due
		<b>128.00</b>
MHRD	15.21	73.60
State Govt	18.43	44.80
Industry Partners	4.80	9.60
<b>Total</b>	<b>38.44</b>	<b>128.00</b>

The Institute has received Rs. 8.97 cr from MHRD under Capital head. The Institute was advised to provide the list of inventory purchased out of the Capital funds.



The GB further observed that the agency charges mentioned by the State PWD in the DPR is quite high (11.75%). The Interim Director clarified that initially, the construction was to be executed through state PWD and this was their agency charge approved by the Government of Manipur. GB advised that this should be looked into and any consultancy charges should be included in this head.

It was decided that construction is to be implemented through EPC mode - I and Consultant may be chosen by EOI/limited tender process from central government approved agencies or State PWD by the State Govt.

**Item No. 4**

**Fund position of the Institute**

**Financial year: 2018-2019** (Account to be Audited by CAG)

- A. IIT Senapati, Manipur has not received any amount from MHRD for the Financial Year 2018-19.
- B. IIT Senapati, Manipur has not received any amount from Government of Manipur also for the Financial year 2018-19.
- C. Tuition Fee Receipt Amount: Rs. **1,90,53,000.00**

**Decision of the Governing Body:**

The Institute informed that Institute's accounts has been audited by CAG upto the financial year 2017-18. The audit of 2018-19 is in progress. The GB requested the Institute to provide details of expenditure incurred from the amount released to the institute by the Govt of India, State Govt and Industry Partners by 16<sup>th</sup> March'2020. Institute shall also submit any pending UCs for the released amount. MHRD will thereafter process for release of funds to the institute under the current financial year.



## Item No. 5

### **Extension of period of appointment of contractual faculty members and staff and conduct of regular appointment for faculty members and staff.**

Till now, IIIT Manipur has appointed 12 faculty members, 4 technical officer/staff, 5 administrative staff and 2 supporting staff; all on contractual basis. In case of faculty members, the period of contractual appointment is one year and the 4<sup>th</sup> extension period expired for a few faculty members on 30th June 2019 and their contracts were renewed for another year and in case of others it will expire on 1<sup>st</sup> August 2019 onwards. Four technical staffs, five administrative staffs and two supporting staffs are also appointed and they are also on contractual basis but for 11 months. They are re-appointed by giving a break of 3 days after completion of continuous service of 11 months. However, in the interest of smooth functioning of the Institute, these staffs are being reappointed after expiry of their contractual terms after every 11 month. While doing so, the benefit of the existing DA rates of Central Government employees were provided to these staff by increasing their consolidated pay. It is also proposed to renew/extend the contractual appointment of faculty members for another period of one year and of other staff (both technical and administrative) for another period of eleven months in the similar manner as in force now.

It is now proposed to conduct open interview for faculty positions. The structure of the Selection Committee for the purpose shall be the same, as that applicable to the IIIT statute. List of the Experts for different subjects and BoG and Senate Nominees are provided as **Annexure 5**.

#### **Decision of the Governing Body:**

**The Governing Body approved the renewal/extension of period of appointment of contractual faculty members and other supporting staff under the same terms and conditions as in force. However further renewal/extension of the faculty members and other supporting staff may be made on the basis of actual requirement and performance of the staff.**

**The Governing Body approved the proposal of the Institute for initiating the process of regular appointment of faculty members.**

**The Governing Body further approved the list of experts.**



**Item No. 6**

**Approval for conversion of amount earmarked for Academic Activity in TEQIP III to Procurement head**

IIT Manipur has been successfully executing TEQIP phase III for up-gradation and establishing its various facilities and accordingly was to receive an amount of Rs. 15 crores. Procurement plans are approved by NPIU TEQIP and various academic activities are also being carried out as per laid out procedure and allotted amount in this head been used. However it is lagging in few DLI aspects because, Institute is still not eligible for NBA accreditation since only 1 batch has graduated and for NBA accreditation, at least 2 batches of should graduate from the institute. Also student numbers being low compared to other institutions, it has not been possible to spend all the amount allocated for Academic activities and GATE training etc.

Institute being new, it lacks many labs etc. and this can be done by incurring additional amount in procurement head.

**Decision of the Governing Body:**

**The GB advised the Institute to take up with the NPIU to allow expenditure of TEQIP funds in procurement of lab equipments.**

**Item No. 7**

**Items approved by the Interim Director.**

Extension of service of Faculty members after expiry of 1 year of contract has been given on same terms and conditions.

- A. Appointed one more Faculty member on contract basis following the same norms as earlier to maintain required ratio of student to faculty ratio after new batch of student joined the institute in the last academic year. However the faculty member left on 14th February'2020 to join IIIT Sricity.

**Decision of the Governing Body:**

**Governing Body noted the matter.**

**Item No. 8**

**Any other item(s) with the permission of the Chair.**

**No items were discussed**