

**MINUTES
OF THE
FORTY FOURTH MEETING
OF THE
BOARD OF GOVERNORS**

Held on 23.12.2024 at 4.30 p.m

**INDIAN INSTITUTE OF INFORMATION
TECHNOLOGY GUWAHATI**

Minutes of the Forty Fourth Meeting of the Board of Governors of Indian Institute of Information Technology Guwahati held on 23rd Dec 2024

Members present:

Mr. Satyabrata Dey, Chairperson BOG (through VC)
Prof. Sarat Kumar Patra, Director IIIT Guwahati (through VC)
Prof. P. J. Narayanan, Director IIIT Hyderabad (through VC)
Prof. Ranjan Bose, Director IIIT Delhi (through VC)
Smt. Shakuntala D Gamlin, IAS (Retd.) (through VC)
Prof. Devendra Jalihal, Director IIT Guwahati (through VC)
Mr. Pankaj K Goswami, Representative, OIL (through VC)
Prof. Ferdous Ahmed Barbhuiya, Professor CSE, Dean(Admin.) IIIT Guwahati

Dr. P. Baruah, Registrar (i/c), IIIT Guwahati was present in his capacity as the Secretary of the Board.

Prof. Ashis Mukherjee, Director IASST Guwahati. Mr. Dhruvajyoti Borah, Director of Technical Education Assam, Dr. Bidisha Dasgupta, Assoc. Professor ECE IIIT Guwahati and the representative of TCS in the Board could not attend the meeting due to their pre-occupations and they were granted leave of absence.

At the outset of the meeting, the Secretary/Registrar(i/c) welcomed Smt. Shakuntala D. Gamlin, IAS (Retd.), who had joined for the first time to the IIIT-G Board.

Item No.IIITG/44-BOG/01:

Confirmation of the Minute of the Forty Third Meeting of the Board of Governors of the Institute held on 27/06/2024:

The Minute of the 43rd meeting of the Board held on 27.06.2024 was circulated amongst all the members and comments had been received. Further, there was no comment on the minute from any of the members present in the meeting.

Resolution No: IIITG/44-BOG/01:

*Board **resolved** to confirm the minutes of the 43rd meeting of the Board of Governors held on 27.06.2024.*

Item No.IIITG/44-BOG/02:

Action taken report on decisions of last board meeting:

Action Taken Report on the decisions of the last meeting (43rd BOG held on 27th June 2024) were informed to Board.

Resolution No: IIITG/44-BOG/02:

*Board **noted** the actions taken by the Institute.*

Item No.IIITG/44-BOG/03:

Director's report as on date (23rd Dec-2024):

The Director, Prof. S. K. Patra presented his report for the period of July 2024 to Dec-2024. He also mentioned that a BoG meeting planned in October 2024 had to be delayed, as the Institute was waiting for the final SAR for 2023-24 from CAG.

In his detailed presentation, he briefed the Board about the Institute's current student profile, faculty and staff status, construction activities, B. Tech Admission status and also highlighted on current financial status of the Institute.

The members discussed possible ways to strengthen the financial health of the Institute by making the fees structures comparable with IIIT's in PPP mode and IIIT Hyderabad, Bangalore, Delhi etc.

Resolution No: IIITG/44-BOG/03:

*Board **noted** the Director's report.*

Item No.IIITG/44-BOG/04:

Approval of Audited Annual Accounts (FY 2023-24) for sending to the Ministry for tabling in parliament:

Separate Audit Report (SAR) by the CAG and the audited Annual accounts for FY 2023-24 were placed before the Board. Further, it was also intimated to the Board that the Finance Committee of the Institute in its meeting dated 23rd Dec-2024 (on the day of BoG meeting) had already recommended to the Board for approval of the Annual accounts of the Institute and for sending the same to the Ministry for tabling in the parliament.

The Board reviewed the SAR and Institute replies. Since, the Institute does not have an internal audit wing at present due to limited strength of staff, it was suggested that for better internal control, Institute may explore possibilities of switching over to a new CA firm (preferably from a panel approved CA firm by CAG) and also consider engaging someone (at the Institute level) having good knowledge & experience of auditing.

Resolution No: IIITG/44-BOG/04:

*Board resolved to **approve the Annual accounts for the FY2023-24** of the Institute for sending to the Ministry for tabling in the parliament.*

Item No.IIITG/44-BOG/05:

Approval of the Annual Report for the Academic year 2023-24:

Annual report for the Academic year 2023-24 was placed before the Board. The Board examined the report and pointed out few typographical errors. It was suggested that in future, reports should include more of graphical presentation of data/information rather than its narrative styles. IIIT Delhi's report may be taken as a reference in this connection. Accordingly, Institute noted the suggestions for corrections/compliance.

Resolution No: IIITG/44-BOG/05:

*Board resolved to **approve the Annual Report for the Academic Year 2023-24** of the Institute for sending to the Ministry.*

Item No.IIITG/44-BOG/06:

Release of arrears of 7 CPC revised Allowances:

As there was some confusion regarding date of implementation for allowances, the matter was deferred.

Resolution No: IIITG/44-BOG/06:

Item **deferred**.

Item No.IIITG/44-BOG/07:

Release of the arrears of employer's contribution @ 14 % towards NPS (New Pension Scheme):

Board was apprised about the CAG's outstanding observation regarding deposition of arrears against the enhanced employer's contribution @ 14% of NPS, for the period 01.04.2019 to 31.12.2023 amounting to Rs. 1,35,96,887 /-, which was also a statutory requirement. It was further apprised that budgeted provision for the current FY under salary head will be suffice for deposition of the arrear amount against PRAN (Permanent Retirement Account Number) of the eligible employees of the Institute in this Financial year.

Resolution No: IIITG/44-BOG/07:

Board **agreed in-principle** for deposition of the stated arrear amounts.

Item No.IIITG/44-BOG/08:

Leave rules pertaining to child birth, adoption and child care:

Proposed leave rules in line with CCS (leave rules) 1972 as updated in 2023, were placed before the Board. Further, it was discussed that due to limited strength of the faculty & staff, Institute faces difficulties for long term absence of the employees. Board deliberated on the issue at length including practice of Child Care leave without pay in some of the other Institutes and opined that child care leaves without pay to be implemented.

Resolution No: IIITG/44-BOG/08:

Board **resolved to allow** the following leave facilities to the Institute employees:

- (i) Maximum period of **180 days** (as per standard practice) of Maternity leave/ Child adoption leave to a female employee with less than 2 surviving children.
- (ii) Maximum period of **15 days** (as per standard practice) of Paternity leave to a male employee with less than 2 surviving children.

Item No.IIITG/44-BOG/09:

Dearness Allowance(DA) hiked from 50% to 53% with effect from 1st July 2024

Hike in enhancement of DA for Institute's employees (from 50 to 53%) w.e.f. 01-07-2024 has been reported to the board.

Resolution No: IIITG/44-BOG/09:

Board **noted** the hike in DA

Item No.IIITG/44-BOG/10:

Release of Gratuity payment to ex-employees of the institute (IIIT Guwahati)

Proposal for paying gratuity as per Gratuity act 1972, to some of the eligible past employees of the Institute was placed before the Board. Board examined the proposal & having found it in order, agreed for the proposal.

Resolution No: IIITG/44-BOG/10:

Board **approved** gratuity amount totaling **Rs.26,51,716/-** to the following four (4) eligible past employees:

Sl. no.	Name of the past Employee	Period of continuous service	Admissible amount of Gratuity
1	Dr. Sanya Anees	7 years	6,54,319 /-
2	Dr. Sumit Mishra	6 years	5,75,307/-
3	Dr. G Aruna	9 years	8,92,807 /-
4	Dr. Soumyajit Poddar	6 Years	5,29,283/-
		Total	26,51,716/-

Item No.IIITG/44-BOG/11:

Engagement of LIC as fund manager towards the Gratuity liability fund of this institute:

Board was apprised about the need to build a corpus towards meeting the liabilities of gratuity payments for its employees. It was further apprised that as per section 4A of the gratuity act, employer has to appoint LIC as the fund manager for the said purpose. Preliminary discussions with the LIC and a quotation from them, reflects an amount of Rs.2,81,71,982/- for the group gratuity scheme of the Institute's employee (totalling 77 nos. at present).

Resolution No: IIITG/44-BOG/11:

Board **approved the proposal to appoint LIC as the fund manager**. However, money will be parked in LIC as per the detailed disbursement plan to be approved by the Finance Committee.

Item No.IIITG/44-BOG/12:

Administrative approval for Construction of a 300 capacity Girls Hostel Building:

Board was apprised about the proposal to construct a 300 capacity Girls Hostel Building (G+3 storey RCC building) in line with the in-principle at 42nd BOG for development of 2nd phase of the Institute. It was apprised that Building Works Committee had already examined the detailed plan & estimate for the Building in its 26th meeting and accorded the technical sanction @Rs.18.17Cr. Further, the BWC had recommended **Rs.20Cr** for the purpose of Administrative approval from the Board. Board noted that for the FY 2024-25, Rs.50 lakh has been already provisioned for the purpose and the Institute was intending to go for a HEFA loan under window 4 for carrying out the whole work.

The Board accordingly considered the proposal. It was suggested that Institute/ BWC may further explore possibilities for reduction of the estimated cost. In this connection, inputs from IIIT Hyderabad may also be obtained. Architect may also be advised to provide detailed work

plans/ PERT charts so as to adhere to a stipulated time line of constructions. Detailed proposal for HEFA loan, showing repayment terms and Institute's financial ability for adopting such repayments schedules, may also be placed to the Board in due course.

Resolution No: IIITG/44-BOG/12:

Board **resolved to accord Administrative approval of Rs.20 Cr** as recommended by the BWC for subject work and **advised** to incorporate the suggestions as stated above.

Item No.IIITG/44-BOG/13:

To consider PPA document for RTSPV Projects (as part of Implementation of the PM Suryaghar Muft Bijli Yojana in HEIs):

Board was apprised about the rationales behind intending for Roof Top Solar Photovoltaic (RTSPV) source for the campus. It was informed that about 150 kW of solar power could be available for the Institute by using the feasible roof area in the campus. Further, Institute is likely gain by lesser tariff of the solar power as currently, the Institute is purchasing power from APDCL @ Rs.8.44/unit. Further, since the proposed project will be in RESCO model, there will not be any capital investment from the Institute side.

Resolution No: IIITG/44-BOG/13:

Board **resolved to agree** to the proposal & advised the Institute to carry forward the same in consultation with Solar Energy Corporation of India (SECI).

Item No.IIITG/44-BOG/14:

Minutes of the 16th Finance Committee meeting held on 27.06.2024:

Minute of 16th Finance Committee held on 27.06.2024 was placed before the Board.

Resolution No: IIITG/44-BOG/14:

Board **noted** the minute of 16th Finance Committee.

Item No.IIITG/44-BOG/15:

Minutes of 25th BWC meeting dated 14th Feb-2024 and 26th BWC meeting held on 11th

Sept-2024:

Minutes of 25th and 26th BWC meetings were placed before the Board.

Resolution No: IIITG/44-BOG/15:

Board **noted** the minutes of BWC as placed before it.

Item No.IIITG/44-BOG/16:

Recruitment status of 8 nos. of Jr. Assistants:

Board was apprised about the status of the 8nos. Jr. Assistants recruitment. It was intimated that no candidates could be selected as none of shortlisted candidates could qualify the skill test held on 12-09-2014.

Resolution No: IIITG/44-BOG/16:

Board **noted the status** of the recruitment of the Jr, Assistants. Further, **Board advised** that Institute should explore possibilities of engaging some contractual/outsourced staff for some routine works in the Institute including lower level staff.

Item No.IIITG/44-BOG/17:

Approval of Expert panel for staff promotion/selection including that of Engineering staff of the Institute:

Before this agenda was placed to the board, Prof. Ferdous A. Barbhuiya, Dean (Administration) recused himself sighting possible conflict of interest.

Board was then apprised about the rationality behind proposing a change in the Institute's non faculty/staff promotional committee. Further, the need for inclusion of some additional external members in the expert panels of board nominee for promotion/ selection of non-faculty was also explained to the Board.

Resolution No: IIITG/44-BOG/17:

Board **agreed** to the changes in the composition of the promotional committee by way of inclusion of the Dean (administration) in place of Associate Dean (R&D) and for making Dean (Administration) as the convener during the absence of the Registrar/Registrar (i/c). Further, Board **agreed** for inclusion of following additional external experts in the panel of board nominees for non-faculty promotion/selection.

1. Prof. Anjan Dutta, Professor Civil Engineering and Former Dean (IPM), IIT Guwahati.
2. Mr. G. C Das, Former Advisor Design, Assam Police Housing Corporation.
3. Mr. Bharat Bhattacharjee, Former Chief Engineer, PWD Assam.

Item No.IIITG/44-BOG/18:

Ratification of decision for appointment of Registrar (in-Charge):

Before deliberation on this agenda by the board, Dr. Pallav Baruah, Registrar (i/c) left the meeting for any possible conflict of Interest and then the agenda was placed by Prof. Ferdous A. Barbhuiya, Dean (Administration).

Board was informed about the rationality behind appointing Dr. Pallav Baruah, Estate Officer & Suptd. Engineer of the Institute as the interim Registrar after superannuation of Mr. U. C. Das in the 1st week of Oct-2024. Board deliberated on the issue and it was informed that the same was an interim arrangement until a regular appointment could be done through the due selection process.

Resolution No: IIITG/44-BOG/18:

Board **ratified** the decision to appoint the interim Registrar. However, Board **advised** the Institute to advertise for the post as per approved Recruitment Rules (RR) for the Institute at an early date.

Item No.IIITG/44-BOG/19:

Amendment of the Professional Development Allowance (PDA) Rules of the Institute:

Proposed changes in the PDA rules for the Institute were placed before the Board. The need for bringing up changes were also elaborated.

The board discussed the matter of accommodating patenting charges within the prescribed amount of PDA. The board also advised the Institute to create a separate fund to reimburse the patenting expenses incurred from PDA on successful grant of patent. For this, it was advised that a provision be made in the annual budget by allocation Rs. 5 Lakhs for this purpose to start with. The board further advised that all presentation of research paper

supported by PDA should result in publication of full paper (not only abstract) which are indexed by Scopus and carry affiliation of IIIT Guwahati. Furthermore, the board decided to do away with the block years (3 years) concept of PDA where the unutilized fund lapses after competition of a block year period (3 years). With this modification, PDA fund shall not lapse after block year but will have a ceiling of three lakhs beyond which the unutilized fund shall lapse.

Resolution No: IIITG/44-BOG/19:

Board resolved to approve the changes in PDA rules as proposed by the Institute. Further, the Board agreed in-principle for allocating an annual budget of Rs.5 Lakhs to reimburse the expenses of successful patent related activities.

The updated PDA rule is placed in Appendix "BOG-44/19/01 "

General suggestion by Members:

The members suggested that since BOG meetings would be held four (4) times in a year, a schedule plan for the proposed meetings in the month of January itself, would enable the members to plan their own schedule accordingly. Further, for future meetings, Institute may explore possibilities of segregating the routine agenda items & items requiring specific feedback from BoG members.

As there was no other item to be discussed, the meeting ended with a Vote of thanks to the Chair

(Dr. Pallav Baruah)
Registrar(i/c) and Secretary,
Board of Governors, IIIT Guwahati

Approved

(Mr. Satyabrata Dey)
Chairperson,
Board of Governors, IIIT Guwahati

