

Minutes of the

Thirtieth Meeting of the

Board of Governors

**Indian Institute of Information
Technology Guwahati**

March 30 2021

Minutes of the Thirtieth Meeting of the Board of Governors of Indian Institute of Information Technology Guwahati.

Present:

Mr. S. Ramadorai, Chairman (via VC)
Dr. K. Kesavasamy (via VC)
Mr. Rakesh Ranjan (via VC)
Prof. T. Punniyamurthy (Via VC)
Prof. Chitralkha Mahanta (Via VC)
Prof. Bhabesh Goswami (via VC)
Mr. Subrata Ghosh (via VC)
Prof. Gautam Barua (via VC)
Mr. Uttam Ch. Das (via VC)

Item No. 1 Minutes of Twenty-eighth Meeting of the Board and Minutes of Twenty-ninth Special Meeting of the Board

Resolution 30.1: The Minutes of the Twenty-eighth meeting of the Board held on 14 December 2020, and the Minutes of the Twenty-ninth special meeting of the Board held on 8 February 2021 placed at Annexure 1, were approved.

Item No. 2 Action Taken Report.

The Board noted the Action Taken report.

Item No. 3 Director's Report

The Board noted the Director's Report.

Item No. 4 Faculty Appointments in the Department of Mathematics

The Board ratified the decision of the Chairman to approve the recommendations of the Selection Committee for appointment of faculty in the Department of Mathematics. The Board noted that Dr. Shyamal Ghosh joined the Institute on 01/02/2021.

Item No. 5 Hostel Space Expansion Status and New Proposal

The Board was informed that availing a loan from a Bank is getting delayed as the land of the campus is classified as "Agricultural Land". This classification places restrictions on its use and so Banks cannot accept such land as collateral. The Institute has proposed to add fewer number of hostel seats with its own surplus funds. The minimum of extra seats required is 83 and 11 boys and girls respectively. Budget estimates put up have shown that there is likely to be a surplus of Rs. 7.5 crores in the years 2021-22 and 2022-23 taken together. Based on this, a proposal was put up to add 96 hostel

seats for boys and 26 seats for girls, in single storey structures at an estimated cost of Rs. 6.9 crores. It is proposed to start construction in September 2021 and complete the works by June 2021. As already approved by the Board, the current Project Management Consultant, M/S HPL will be engaged to carry out the work.

Resolution 30.5: The Board resolved to approve the proposal in principle and directed the Institute to prepare detailed estimates and obtain recommendations from the Building and Works Committee and the Finance Committee and then place the proposal before the Board. The Board advised the Institute to consider the use of pre-fabricated structures. This is likely to reduce the cost and also the time of completion.

Item No. 6 Minutes of the Fifth Finance Committee Meeting

The Board noted the Minutes of the Fifth meeting of the Finance Committee held on 27/02/2021.

Item No. 7 Item by Circulation Approving the Audited Accounts of 2019-20

The Board noted the approval of the Audited Accounts of 2019-20 by circulation. It also noted that the accounts and annual report of 2019-20 have been sent to Parliament by the Ministry of Education.

Item No. 8 Revised Estimate (R.E.) for FY 2020-21 and Budget Estimate (B.E.) for FY 2021-22

Resolution 30.8: The Board approved the Revised Estimate (R.E.) for FY 2020-21 and Budget Estimate (B.E.) for FY 2021-22:

Revised Estimate (R.E.) 2020-21 & Budget Estimate (B.E) 2021-22					
Recurring Expenditure					
A/C CODE	ACCOUNT HEADS	Budget (B.E) 2020-21	Expenditure 01.04.2020 to 15.01.2021	Revised Estimate (R.E) 2020-21	Budget Estimate (B.E) 2021-22
	ESTABLISHMENT EXPENDITURE:				
1	Employees' Retirement and Terminal Benefits:	97,33,084.47	71,11,984.00	90,00,000.00	1,00,00,000.00
2	Salary and Wages & Honorarium:	9,73,30,844.71	6,40,07,861.00	9,00,00,000.00	10,00,00,000.00
3	PDA :	15,00,000.00	3,82,311.00	5,00,000.00	15,00,000.00
4	Arrears	2,00,00,405.00	-	2,00,00,000.00	

5	Travel Expenses :		-		
6	Conference & Seminar - Abroad:		-		
7	Official (Travelling Expenses)	1,00,000.00	3,838.00	10,000.00	1,00,000.00
8	Conference & Seminar - National:		-		-
9	Leave Travel Concession (LTC)		-		-
10	Bank Charges	50,000.00			50,000.00
11	Medical Expenditure	15,00,000.00	7,16,209.00	10,00,000.00	15,00,000.00
	Sub-Total	13,02,14,334.18	7,22,22,203.00	12,05,10,000.00	11,31,50,000.00
	OTHERS ADMINISTRATIVE EXPENSES				
9	Academic Activities:				10,00,000.00
10	Deptl. Operating Cost (Consumable):	30,000.00	-		30,000.00
12	Electricity and Power:	64,00,000.00	49,68,229.00	67,00,000.00	95,00,000.00
17	Postage, Telephone and Communication Charges:	50,000.00	28,968.00	40,000.00	50,000.00
18	Printing:		-	1,00,000.00	1,00,000.00
19	Recurring Office Expenditure:	15,00,000.00	16,21,677.00	17,00,000.00	17,00,000.00
20	Repairs and Maintenance:	70,00,000.00	51,37,664.00	71,00,000.00	75,00,000.00
22	Hostel and Office Services:	68,00,000.00	53,29,499.00	66,00,000.00	75,00,000.00
23	Security Services:	90,00,000.00	76,33,646.00	90,00,000.00	1,00,00,000.00
24	Sewerage:	11,00,000.00	5,34,000.00	7,40,000.00	8,00,000.00
29	Students Affairs (Gymkhana):	4,00,000.00	94,579.00	1,35,000.00	4,00,000.00
30	Assistantship	8,50,000.00	7,00,000.00	8,50,000.00	93,00,000.00
31	Transportation:	3,00,000.00	86,410.00	1,20,000.00	10,00,000.00
32	Advertisement and Publicity:	75,000.00	81,721.00	82,000.00	85,000.00
33	Recruitment Expenses:	50,000.00	5,000.00	5,000.00	50,000.00

34	Auditors Remuneration:	1,50,000.00	-	1,50,000.00	1,80,000.00
35	CAG Audit Fees	3,00,000.00	3,15,640.00	3,16,000.00	3,50,000.00
36	NSDL Service Charges	31,000.00	6,771.00	10,000.00	10,000.00
	working capital interest	2,00,000.00	1,36,433.00	1,40,000.00	1,50,000.00
	Loan Interest Payment				4,50,000.00
	external hostel rent				28,80,000.00
	sub-total	3,42,36,000.00	2,66,80,237.00	3,37,88,000.00	5,20,35,000.00
	Total	16,44,50,334.18	9,89,02,440.00	15,42,98,000.00	16,51,85,000.00
Non Recurring Expenditure					
	Phase I Bills			1,00,00,000.00	
	Hostel Beds etc.	29,00,000.00	14,326.00	36,00,000.00	
	Minor Works	6,00,000.00	4,91,190.00	10,00,000.00	
	Site Development Bills		9,90,951.00	10,00,000.00	
	New Construction				3,00,00,000.00
	Total	35,00,000.00	14,96,467.00	1,56,00,000.00	3,00,00,000.00
	Grand Total	16,50,50,334.18	10,03,98,907.00	16,98,98,000.00	19,51,85,000.00
Source of Funds					
	MHRD		33,00,000.00	33,00,000.00	-
	Fees+hostel Rent	16,60,59,000.00	12,34,00,000.00	16,53,68,000.00	20,56,00,000.00
	Other Earnings	20,00,000.00	5,25,000.00	12,30,000.00	15,00,000.00
	Total	16,80,59,000.00	12,72,25,000.00	16,98,98,000.00	20,71,00,000.00

Item No. 9 Fees Income Status

The Board noted the shortfall of about Rs. 75 lakhs of fees collected from students due to the Covid situation. The Board noted the efforts being made by the Institute to ensure that the fees are paid. The Board also advised the Institute to bring this to the notice of the Finance Committee of the Institute.

Item No. 10 : Assistantships for PhD Students

The Board noted that with the completion of the TEQIP III project, the Institute needs to provide financial support to PhD students from its own funds. It is not possible to support all existing students with Assistantships of Rs 31,000/- per month, as approved by the Government of India. The Board agreed to the proposal to provide Rs. 20,000 per month to students with the number of Assistantships divided among the Departments based on student enrollment and work load.

Resolution 30.10: The Board resolved to approve the following proposal for PhD Assistantships, subject to examination by the Finance Committee and its recommendation for approval to the Board.

1. A monthly assistantship of Rs. 20,000/- will be provided from Institute funds to all full-time PhD students from the month following which their current support ends, and the same support will be provided to all current self-financed students.
2. The number of Assistantships to be supported Department wise and other terms and conditions will be as per decisions of the Senate.

Item No. 11 : Modifications in the Curriculum of the B.Tech Programmes

The Board examined the proposal, noting that the Senate has approved it.

Resolution 30.11: The Board resolved to approve the proposal to allow students in the final semester of the B.Tech programme to do an internship outside the Institute.

Item No. 12 : Modifications in the M.Tech Programmes

The Board noted that the proposal has been examined and approved by the Senate.

Resolution 30.12: The Board resolved to approve the following:

- a) Introduction of an online mode to the M.Tech (specialization – Communication and Signal Processing) of the Department of ECE..
- b) Introduction of a new M.Tech (specialization – VLSI and Embedded Systems), in on-campus mode only in the Department of ECE..

Item No. 13 : M.Tech Intake

The Board noted that the Senate has recommended the revised intake for the M.Tech Programmes.

Resolution 30.13: The Board resolved to approve the following intake to the M.Tech programmes for 2021-22:

	GE	GE-PwD	SC	SC-PwD	ST	ST-PwD	OBC	OBC-PwD	Total
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CSE	29	1	9	0	5	0	15	1	60
ECE (S&C)	17	1	5	0	3	0	9	0	35
ECE (V&E)	11	1	4	0	2	0	7	0	25

Item No. 14 : Study in India Programme

The Board noted the proposal to enroll in the “Study in India” programme of the Govt. being administered by Edcil. This will enable students from outside India to join the PG and PhD programmes of the Institute. The Board agreed with the need to attract foreign students to the Institute and approved the enrollment in the programme.

Resolution 30.14: The Board resolved to approve the enrollment of the Institute in the Study in India programme. The Board approved the following super-numerary seats to join the Institute through this programme.

Programme	Total number of seats
M.Tech. in CSE	7
M.Tech. in ECE	5
PhD in CSE	5
PhD in ECE	5
PhD in Mathematics	4
PhD in HSS	5

Item No. 15 : B.Tech and M.Tech Fees

The Board examined the proposed changes. It noted that the Finance Committee should examine the proposals. It noted that fee increases in the B.Tech programme was part of the Institute's cash flow plan of the next five years. It agreed that payment of fees should be on a per-credit basis for the online M.Tech programmes to allow students to take up courses as per their own time schedules. It also agreed to the proposal to decrease the fees for the M.Tech programmes in ECE given that the enrollment in the last two years has been poor.

Resolution 30.15: The Board resolved to approve the following changes in fee structures subject to their examination by the Finance Committee and its recommendation to the Board to approve them:

- a) Tuition fees for new entrants into the B.Tech programme is to be Rs. 2,50,000.00 per annum.
 - b) Tuition fees for new entrants into M.Tech programmes in ECE is to be Rs.
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1,50,000.00 per annum.

- c) Payment of Fees by M.Tech students in online mode is to be on a per credit basis. In order to allow students to take up the courses in the programmes at their own pace, it is proposed to charge fees on a per credit completion basis every semester. The minimum credit requirements for an M.Tech programme is 120 credits. The charge per credit for CSE programmes will be Rs. 3500 and for ECE programmes will be Rs 1500 . Students taking more than the minimum number of credits will not be charged for the extra credits. If a student registers for 30 credits in CSE, he has to pay fees of Rs. 1,05,000/-. Subsequently, if he / she drops a course of 6 credits, Rs, 21,000 will be carried forward to the next semester. If a student fails in a course, she will be charged for the course, but if she repeats the course or gives a supplementary examination, there will be no extra charge,.

Item No. 16 : Promotion of Staff

The Board noted the promotion of staff as per the promotion policy approved by the Board.

Resolution 30.16: The Board resolved to give post-facto approval to the promotion of staff as given in Annexure 3.

Item No. 17 : Change in the Provision of a Driver for the Registrar

The Board noted that an employee at level 14 is entitled to a transport allowance of Rs. 15,750 plus dearness allowance, per month as per the 7th pay commission awards. The Board opined that this should be implemented in the case of the Registrar as his pay is at level 14.

Resolution 30.17: The Board resolved to provide a transport allowance of Rs. 15,750 plus applicable dearness allowance per month to the Registrar of the Institute.

Item No. 18 (additional item): Award of PhD Degrees

Resolution 30.18: The Board resolved to approve the award of PhD degrees to the following, as per recommendations of the Senate:

- 1) Name:- Mr. Arjun Singh Chetry (Roll No. 1603005)
- 2) Name:- Mr. Sourav Bhowmick (Roll No. 1603019)
- 3) Name:- Ms. Barnana Baruah (Roll No. 1603005)

Item No. 19 (additional Item): Permission to Director to Accept Position of Independent Director

Resolution 30.19: The Board resolved to permit the Director, Prof Gautam Barua, to join as an Independent Director of Assam Petrochemicals Ltd, a Govt. of Assam and Oil India Joint venture.

Item No. 20 (additional Item): To consider a Group Health Insurance scheme for the employees of the Institute

The Board noted that it had approved a group health insurance scheme for the institute. The scheme could not be put into place due to the Covid-19 pandemic. The vendor chosen for the scheme refused to keep the rates the same after it was decided to revive the scheme. Accordingly, a fresh tender was floated and the current proposal is based on this new tender.

Resolution 30.20: The Board resolved to approve the Group Health Insurance Scheme being offered by New India Assurance. This is subject to the examination of the scheme by the Finance Committee and its recommendation to the Board to approve it.

As there were no other matters, the meeting ended after thanking the Chair.

(Gautam Barua)

Director, IIIT Guwahati and
Secretary to the Board.

Approved

(S. Ramadorai)
Chairman Board of Governors
IIIT Guwahati

Minutes of the

Twenty-Eighth Meeting of the

Board of Governors

**Indian Institute of Information
Technology Guwahati**

December 14 2020

Minutes of the Twenty-Eighth Meeting of the Board of Governors of Indian Institute of Information Technology Guwahati.

Present:

Mr. S. Ramadorai, Chairman (via VC)
Dr. K. Kesavasamy (via VC)
Prof. T.G. Sitharam (via VC)
Prof. T. Punniyamurthy (Via VC)
Prof. Chitralekha Mahanta (Via VC)
Prof. Bhabesh Goswami (via VC)
Mr. Subrata Ghosh (via VC)
Prof. Gautam Barua (via VC)
Mr. Uttam C. Das (via VC)

Item No. 1 Joining of Registrar

The Board noted that Mr. Uttam Chandra Das joined the Institute as its Registrar on October 4 2020. The Board welcomed Mr. Das to the Board and to the Institute. The Board thanked the outgoing Registrar, Dr. Brajendranath RayChoudhury, for his excellent services to the Institute.

Item No. 2 Minutes of Twenty-seventh Meeting of the Board.

Resolution 28.2: The Minutes of the Twenty-seventh meeting of the Board held on 24 September 2020, placed at Annexure 1, are approved.

Item No. 3 Action Taken Report.

The comments of the Ministry of Education (MoE), Technical Section to the Agenda of the twenty-seventh meeting and to the agenda of the twenty-eighth meeting were discussed. The items (in bold), the comments from MoE (in italics), and the response in the meeting are given below:

Regarding Providing Rent-free accommodation to faculty

The increased burden on the Institute's finances may be considered before seeking a deviation from the existing Government of India policy on govt. accommodation.

The Board was informed that there is an increase of about 1% in the monthly salary bill of the Institute with the implementation of this measure. The Board therefore decided that no change is necessary.

Adjustment to the Fees of the B.Tech Programme

In view of the current pandemic, as requested by Ministry of Education, institute may ensure that there is no increase in the existing fee. Also clubbing the two components looks like fee has been increased this session and it also looks different from other Govt. supported (CFTI & PPP) IIITs.

The Board was informed that there has been no increase in existing fees. Further, it was informed that this change pertains to the batch of 2019 which is a continuing batch, and that the change was made to remove confusion among students of multiple heads of fees. The Board noted these points and agreed that the change may stay.

Appointment of Adjunct Faculty and Guest Faculty

The total number of faculty should not be more than the sanctioned faculty posts. Moreover, the institute is anticipating huge pressure on the revenue collection this year. Hence a decision may be taken in this regard keeping these constraints in mind.

The Board was informed that the total number of faculty in the Institute is within the sanctioned strength. The Board was further informed that the cost of engaging a guest faculty is lower than engaging a faculty on a regular basis. Adjunct faculty are proposed mostly from industry and they will be engaged in teaching parts of courses which will entail nominal expenditure. At the same time, students will get exposure to industry norms and standards. The Board, therefore, decided not to change its earlier decision.

Other actions taken were noted by the Board.

Item No. 4 Director's Report

The Board noted the Director's Report.

Item No. 5 Financial Status

The Board noted the current financial status of the Institute.

Item No. 6 Faculty Appointments in the Department of CSE

The Board approved the recommendations of the Selection Committee for faculty in CSE in a meeting held on December 11 2020.

Resolution 28.6: The Board resolved to approve the appointment of the following faculty in the Department of Computer Science and Engineering as per recommendations of the Selection Committee constituted for this selection:

1. Debashree Devi, Assistant Professor Grade II, at initial pay of Rs. [REDACTED] (level 10)
2. Prasenjit Dey, Assistant Professor Grade II, at initial pay of Rs. [REDACTED] (level 11)

Waiting List:

1. Upasana Talukdar, Assistant Professor Grade II, at initial pay of Rs. [REDACTED] (level 11)

Item No. 7 Award of Degrees to the Graduating Students

Resolution 28.7: The Board approved the award of B.Tech, M. Tech, and PhD degrees to 52, 26, and 3 students respectively as per the list given in Annexure 2.

Item No. 8 Award of Medals to Graduating Students

Resolution 28.8: The Board approved the award of the Institute Medals to the following students:

	<u>Name</u>	<u>Roll No.</u>	<u>Department</u>	<u>CPI</u>
President's Medal:	Sourish Gunesh Dhekane	1601020	CSE	9.32
Chairman's Medal:	Avinash Jain	1601011	ECE	8.92

Item No. 9 Appointment of the Next Director of the Institute

The Board noted that a Search-cum-Selection Committee is to be formed as per the composition given in clauses 23(2) and 23(3) of the IIIT PPP Act of 2017. The Board directed the Registrar to write to the Govt. of Assam seeking its nominee to the Committee. It was decided that the Registrar will write to the Chairman seeking his inputs on two members the Board has to appoint and on the choice of the industry partner whose nominee will be a member of this search-cum-selection committee. An item will then be prepared and sent by circulation for members' approval.

Item No. 10 Additional Item: Resignation of Mr. Hemant Kanoria from the Board

Resolution 28.10: The Board resolved to approve the resignation of Mr. Hemant Kanoria from the Board of the Institute. The Board also resolved to approve the appointment of Mr. Subrata Ghosh as the nominee of the Industry Partner of the Institute, M/S Srei Infrastructure Finance.

As there were no other matters, the meeting ended after thanking the Chair.

(Gautam Barua)

Director, IIIT Guwahati and
Secretary to the Board.

Approved

(S. Ramadorai)
Chairman Board of Governors
IIIT Guwahati

Minutes of the

Twenty-Seventh Meeting of the

Board of Governors
(Without Annexures)

**Indian Institute of Information
Technology Guwahati**

September 24 2020

Minutes of the Twenty-Seventh Meeting of the Board of Governors of Indian Institute of Information Technology Guwahati.

Present:

Mr. S. Ramadorai, Chairman (via VC)
Dr. K. Kesavasamy (via VC)
Prof. T.G. Sitharam (via VC)
Prof. A. Srinivasan (Via VC)
Prof. Chitralkha Mahanta (Via VC)
Prof. Bhabesh Goswami (via VC)
Mr. Subroto Ghosh (via VC)
Prof. Gautam Barua
Dr. B. N. RayChoudhury (via VC)

Item No. 1 Minutes of Twenty-sixth Meeting of the Board.

Resolution 26.1: The Minutes of the Twenty-sixth meeting of the Board held on 22 June 2020, placed at Annexure 1, are approved.

Item No. 2 Action Taken Report.

The Action Taken Report was noted by the Board.

Item No. 3 Director's Report

The Board noted the Director's Report.

Item No. 4 Financial Status

The Board noted the current financial status of the Institute.

Item No. 5 Budget for 2020-21

The Board examined the Budget proposals and approved the budget with some changes. The Board noted that there is likely to be some reduction in electricity consumption as most students are not on campus. On the other hand, it noted that the cost of some services are expected to increase due to revisions in Govt's minimum wages. Further, there is going to be extra expenditure for software systems for online teaching. The Board also noted that Hostel Rent will not be paid by most students as they are not on campus.

Resolution 27.5: The Board approved the Budget for 2020-21 as below:

	Recurring Expenditure		
A/C CODE	ACCOUNT HEADS	Actuals 2019-20	Budget 2020-21
	ESTABLISHMENT EXPENDITURE:		
1	Employees' Retirement and Terminal Benefits:	87,07,095.00	97,33,084.47
2	Salary and Wages & Honorarium:	7,87,81,856.00	9,73,30,844.71
3	PDA :	28,38,360.00	15,00,000.00
4	Arrears	0	2,00,00,405.00
5	Travel Expenses :		
6	Conference & Seminar - Abroad:	0	
7	Official (Travelling Expenses)	4,28,035.00	1,00,000.00
8	Conference & Seminar - National:	0	0
9	Leave Travel Concession (LTC)	0	0
10	Bank Charges	42,470.00	50,000.00
11	Medical Expenditure	17,76,931.00	15,00,000.00
	Sub-Total	9,25,74,747.00	13,02,14,334.18
	OTHERS ADMINISTRATIVE EXPENSES		
9	Academic Activities:		
10	Deptl. Operating Cost (Consumable):	3,460.00	30,000.00
12	Electricity and Power:	90,22,727.00	64,00,000.00
17	Postage, Telephone and Communication Charges:	74,810.00	50,000.00
18	Printing:	37,507.00	
19	Recurring Office Expenditure:	14,22,335.00	15,00,000.00
20	Repairs and Maintenance:	45,54,738.00	70,00,000.00
22	Hostel and Office Services:	52,66,304.00	68,00,000.00
23	Security Services:	76,71,457.00	90,00,000.00
24	Sewerage:	1,56,200.00	11,00,000.00
29	Students Affairs (Gymkhana):	9,96,078.00	4,00,000.00

30	Assistantship	9,16,034.00	8,50,000.00
31	Transportation:	4,96,637.00	3,00,000.00
32	Advertisement and Publicity:	75,154.00	75,000.00
33	Recruitment Expenses:	4,13,232.00	50,000.00
34	Auditors Remuneration:	1,50,000.00	1,50,000.00
35	CAG Audit Fees	2,54,150.00	3,00,000.00
36	NSDL Service Charges	9,944.00	31,000.00
	working capital interest		2,00,000.00
	sub-total	3,15,20,767.00	3,42,36,000.00
	Total	12,40,95,514.00	16,44,50,334.18
	Non Recurring Expenditure		
	Hostel Beds		29,00,000.00
	Minor Works		6,00,000.00
	Total		35,00,000.00
	Grand Total		16,50,50,334.18
	Source of Funds		
	Fees+hostel Rent	12,96,95,741.00	16,60,59,000.00
	Other Earnings	91,65,543.00	20,00,000.00
	Total	13,88,61,284.00	16,80,59,000.00

Item No. 6 Term Loan for Hostel Construction

The Board examined the matter. The Board noted that MHRD has given its consent to mortgaging unused land of the Institute provided it creates no liability on the Central Government. It also noted that there are uncertainties in the financial situation as the first year students have still not been admitted to the Institute, and there are a number of continuing students who have delayed payment of fees. The Board therefore agreed that it will be better to wait before approaching a Bank for a Term Loan. The Board agreed that the Institute should make one more application for a HEFA loan.

Resolution 27.6: The Board approved the application for a HEFA loan of Rs 30 crores with the Institute repaying both the Principal and Interest on the loan as per terms and conditions of HEFA.

Item No. 7 Extension of Scheme of Rent-free Accommodation to Faculty

The Board noted approval was given to provide rent-free accommodation to faculty by the Board in its second meeting in 18/8/2014, till the Institute moved to the campus. The Board agreed that there is a need to attract quality faculty to the Institute, especially as there is a regular turn-over of faculty due to the expansion in Central Govt. Institutions. Therefore, the Board agreed to continue the scheme of providing rent-free accommodation to faculty, even after the Institute moved to the campus.

Resolution 27.7: The Board approved to provide rent-free accommodation to faculty who are allotted flats on campus, with effect from July 2018.

Item No. 8 Adjustment to the Fees of the B.Tech Programme

Resolution 27.8: The Board resolved to approve the change in the fees structure for the B.Tech programme for students joining on or after July 2019 by combining the “development fees” with the tuition fees without any increase in the total fees payable. Annual Tuition fees will now be Rs. 2,25,000.00 for these students, payable in two equal instalments before the beginning of each of the monsoon and winter semesters.

Item No. 9 Extension of Service of Professor Malay Dutta

Resolution 27.9: The Board resolved to approve the extension of appointment of Prof Malay Dutta, Professor in the Department of Computer Science and Engineering, for another year, till September 30 2021 under the same terms and conditions of his current employment.

Item No. 10 Appointment of Adjunct Faculty and Guest Faculty

The Board noted the proposal to appoint as Adjunct Faculty those persons at the Professor level, who take part in the teaching programmes of the Institute. The Board also noted that the Institute is already hiring teachers as Guest Faculty in the Science and Mathematics disciplines. The Board agreed that introduction of the position of Adjunct Faculty and formalizing the post of Guest Faculty will help attract experts to take part in the teaching and research programmes of the Institute.

Resolution 27.10: The Board resolved to approve that the positions of Adjunct Faculty and Guest Faculty be formally added to the Institute's faculty positions. Persons engaged in teaching all or part of a course of the Institute may be appointed as an Adjunct or Guest faculty. Persons qualifying to be a Professor of the Institute as per the recruitment rules of the Institute may be appointed Adjunct Faculty. The names of active Adjunct and Guest faculty will be displayed in the Institute's web site.

Item No. 11 Modifications to the M.Tech and PhD Ordinances

The Board noted that minor changes to the Ordinances of the M.Tech and PhD programmes have been approved by the Senate. The changes in the M.Tech Ordinances were made to handle the introduction of an online mode of registration in the M.Tech programme in CSE. The change in the PhD ordinances was made to

specify that courses in the PhD programmes will be graded in the same manner as the courses in the M.Tech programmes.

Resolution 27.11 The Board agreed with the amendments to the Ordinances of the M.Tech and PhD programmes as approved by the Senate.

Item No. 12 Staff Promotion Policy

The Board noted that there is no promotion policy for staff at the Institute. The Board also noted that many members of the staff have been in the same position they joined in, for a number of years, and so there is a need for a promotion policy. The Board examined the proposed policy and agreed with it. It noted that the policy is based on the policy adopted by the Govt. funded IITs. The major point of departure is that promotions will not be based on vacancies but on serving in a position for a minimum number of years and on approval by a promotion committee. An employee will carry the post to the promoted position, personal to him / her, and the post will revert to the sanctioned post when the employee leaves the Institute. The second point of departure is that promotions at the lowest Group C level of Junior Assistant have been made more liberal.

Resolution 27.12: The Board resolved to approve the Promotion Policy for staff of the Institute as given in Annexure 2.

Item No. 13 Ratification of the Formation of a Selection Committee for the Selection of Registrar of the Institute.

The Board ratified the decision of the Chairman forming a Selection Committee for selecting the next Registrar of the Institute.

Item No. 14 Convocation in Virtual Mode

The Board agreed to the proposal of holding the next Convocation of the Institute in Virtual Mode in the month of December 2020. A Board meeting will be held before the event to finalise the Chief Guest and the students who will graduate.

Item No. 15 Minutes of the Seventeenth meeting of the Senate

The Board noted the Minutes of the Seventeenth meeting of the Senate held on 31/07/2020.

Item No. 16 (Additional Item 1) Appointment to the post of Registrar.

The Board noted that a Selection Committee comprising of Members of the Board, and approved by the Chairman, has recommended that appointment of Mr. Uttam Chandra Das, former Registrar of IIT Guwahati as the next Registrar of the Institute.

Resolution 27.16: The Board resolved to approve the appointment of Mr. Uttam Chandra Das as the Registrar of the Institute for a period of three years, with an option

for renewal for further two years. His initial pay was approved at level 14-8, of Rs. [REDACTED], with deduction of pension receipts as per rules. The Board also approved that a driver be provided to Mr. Das through an external agency to assist him to attend office.

As there were no other matters, the meeting ended after thanking the Chair.

(Gautam Barua)

Director, IIIT Guwahati and
Secretary to the Board.

Approved

(S. Ramadorai)
Chairman Board of Governors
IIIT Guwahati

**Minutes of the
Twenty-Ninth Special Meeting of the
Board of Governors**

**Indian Institute of Information
Technology Guwahati**

Date: February 08, 2021

Time: 3.30 p.m

(Virtual Mode)

Minutes of the Twenty-Seventh Special Meeting of the Board of Governors of Indian Institute of Information Technology Guwahati held on 08.02.2021.

Present:

Mr. S. Ramadorai, Chairman (via VC)
Dr. K. Kesavasamy (via VC)
Prof. T.G. Sitharam (via VC)
Prof. T. Punniyamurthy (Via VC)
Prof. Chitrlekha Mahanta (Via VC)
Prof. Bhabesh Ch. Goswami (via VC)
Mr. Rakesh Ranjan (via VC)
Mr. Ranjit Borthakur (via VC) as Invitee
Mr. U. C. Das, Registrar (via VC)

Prof. Gautam Barua, Director recused himself from the meeting as it was related to the appointment of the next Director of the Institute. This special meeting was called to discuss only one item.

Item No. 1

Constitution of the Search-cum-Selection Committee for appointment of the next Director of the Institute:

The Board noted that a Search-cum-Selection Committee is to be formed as per the composition given in clauses 23(2) and 23(3) of the IIIT PPP Act of 2017 as follows:

- (a) Chairperson of the Board, who shall be the Chairperson of the search-cum-selection committee;
- (b) two members, nominated by the Board, from amongst eminent administrators, industrialists, educationists, scientists, technocrats and management specialists;
- (c) nominee of the State Government in which the Institute is located;
- (d) nominee of one of the industry partners by rotation;
- (e) head of the Bureau, Ministry of Human Resource Development dealing with Indian Institutes of Information Technology—Member Secretary, ex officio;

As per the decision taken in the 28th meeting of the Board, The Chairman selected M/S TCS as the industry partner to nominate a member under item (d). The Registrar obtained the nominees of TCS and the Govt. of Assam Item (c)). After a discussion. The Board approved the Search-cum-selection committee.

Resolution 29.01: The Board resolved to approve the following Search-cum-Selection Committee for appointment of the next Director of the Institute and instructed the Institute to convey the same to the Ministry of Education for further necessary action.

1. Chairman of the Board: Chairman of the Committee
2. Board's nominees:
 - (a) Prof. S. Sadagopan, Director, IIIT Bangalore
 - (b) Ms. Debjani Ghosh, President, NASSCOM
3. Industry Partner (TCS)'s nominee: Mr. Ajoyendra Mukherjee, former Head of Global Human Resources, TCS

4. Govt. of Assam's nominee: Mr. Syedain Abbasi, IAS, Addl. Chief Secretary to the Govt. of Assam
5. Head of the Bureau, Ministry of Human Resource Development dealing with Indian Institutes of Information Technology—Member Secretary, *ex officio*

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

Approved

(U C Das)
Registrar, IIIT Guwahati

(S. Ramadorai)
Chairman Board of Governors
IIT Guwahati



भारतीय सूचना प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Information Technology Guwahati

The Promotion Committee, consisting of the following members, met on 19.12.2020 from 10.00 a.m to interview the candidates for promotion to next higher position/pay level. **The Interview was held online.**

1	Prof. Gautam Barua Director, IIIT Guwahati	Chairman	Online
2	Prof. T. Punniyamurthy Professor, IIT Guwahati	Member	Online
3	Dr. Ferdous Ahmed Barbhuiya Associate Dean, R&D, IIIT Guwahati	Member	Online
4	Mr. U.C. Das Registrar, IIIT Guwahati	Convener	Online

The Committee noted that 18 employees of the Institute had applied for promotion to next higher position/pay level against Institute Circular No. IITG/ADMIN/86/2020 dated 01.12.2020 and all of them attended the interview. The Committee considered the following documents made available by the Administration for the purpose.

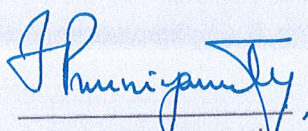
1. The Promotion Policy adopted by the Institute
2. Statement of the applicants
3. Statement showing marks obtained by the applicants in APAR and in Confidential Report
4. Statement of eligibility details

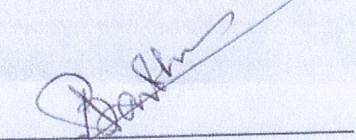
The Committee interviewed the candidates one by one by ONLINE mode and based on their performance in the interview, experiences, marks obtained by them in their APAR & Confidential Report and their eligibility, recommended as below:

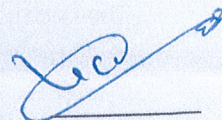
Sl. No	Employee's Name	Present Designation	Recommended for promotion to ...
01	Dr. Pallav Baruah	Executive Engineer	Superintending Engineer, Pay Level-12, with effect from 01.01.2021
02	Mr. Mriganka Dutta Saikia	Assistant Registrar	Pay Level-11, with effect from 01.01.2021
03	Mr. Birabrata Seal	Junior Technical Supdt.	Senior Technical Superintendent, Pay Level-8, with effect from 01.01.2021
04	Mr. Prasenjit Deka	Junior Technical Supdt.	Senior Technical Superintendent, Pay Level-8, with effect from 01.01.2021
05	Mr. Kishore Kumar Das	Junior Technical Supdt.	Senior Technical Superintendent, Pay Level-8, with effect from 01.01.2021
06	Mr. Hirak Jyoti Nath	Junior Technical Supdt.	Senior Technical Superintendent, Pay Level-8, with effect from 01.01.2021
07	Mr. Arup Borah	Junior Technical Supdt.	Pay Level-7, with effect from 01.01.2021
08	Mr. Raushan Kumar	Junior Technical Supdt.	Pay Level-7, with effect from 01.01.2021

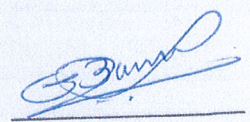
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09	Ms. Sweety Tamuli	Junior Superintendent	Senior Superintendent, Pay Level-8, with effect from 01.02.2021
10	Mr. Dinamoni Borah	Junior Superintendent	Senior Superintendent, Pay Level-8, with effect from 01.02.2021
11	Mr. Bhaskar Jyoti Bora	Junior Superintendent	Senior Superintendent, Pay Level-8, with effect from 01.02.2021
12	Mr. Churchill R Marak	Junior Superintendent	Senior Superintendent, Pay Level-8, with effect from 01.02.2021
13	Mr. Nayanjyoti Baishya	Junior Superintendent	Senior Superintendent, Pay Level-8, with effect from 01.03.2021
14	Mr. Navajit Kalita	Junior Superintendent	Senior Superintendent, Pay Level-8, with effect from 01.03.2021
15	Mr. Gagan Chandra Talukdar	Sr. Library Information Asst.	Pay Level-7, with effect from 01.01.2021
16	Ms. Richa Bismiter	Sr. Library Information Asst.	Pay Level-7, with effect from 01.01.2021
17	Ms. Sangeeta Deka	Junior Accounts Officer	Pay Level-7, with effect from 01.01.2021
18	Mr. Ratul Goswami	Junior Accounts Officer	Pay Level-7, with effect from 01.01.2021


Prof. T. Punniyamurthy


Dr. Ferdous Ahmed Barbhuiya


Mr. U.C. Das


Prof. Gautam Barua