



**SARDAR VALLABHBHAI NATIONAL  
INSTITUTE OF TECHNOLOGY SURAT**

Minutes for the *First* meeting of the *Board of Governors* of the Sardar Vallabhbhai National Institute of Technology Surat held on *3<sup>rd</sup> November, 2003 at 11.00 a.m.* onwards in the Conference Room, 'C' Block, *Nirma University of Science and Technology, Sarkhej-Gandhinagar Highway, Ahmedabad.*

The following members were present:

- |    |   |   |                  |
|----|---|---|------------------|
| 1) | Dr. N. V. Vasani<br>Vice Chancellor, Nirma University,<br>Nirma Institute of Technology,<br>Sarkhej, Gandhinagar Road,<br>Ahmedabad-382 481.  | : | Chairman         |
| 2) | Shri G.L. Jambhulkar<br>[(Nominee of Joint Secretary (T))<br>Dy. Educational Adviser (NIT) M.H.R.D.,<br>(Deptt. of Secondary Edn. & Higher Edn.)<br>New Delhi.  | : | Member           |
| 3) | Shri N. V. Gunchala<br>Joint Director of Technical Education,<br>Office of the Directorate of Tech. Education,<br>Dr. Jivraj Mehta Bhavan,<br>Block-2, 2 <sup>nd</sup> Floor,<br>Gandhinagar-382 010. | : | Member           |
| 4) | Dr. S.A. Channiwala<br>Professor, MED,<br>SVNIT, Surat.   | : | Member           |
| 5) | Prof. A.R. Jariwala<br>Asstt. Prof., EED,<br>SVNIT, Surat.  | : | Member           |
| 6) | Prof. K.U. Joshi<br>Director Incharge<br>SVNIT, Surat.  | : | Member-Secretary |



Dr. Ashok Misra, Director, IIT, Mumbai, Dr. Y.V. Reddy, Vice Chancellor, J.N. Technological University, Katpally, Hyderabad and Dr. S.K. Srivastav, Adviser (PC), AICTE, New Delhi have conveyed their inability to attend the meeting. Remaining members are to be nominated by the competent authorities as per MOA and Rules of the SVNIT Surat Society, Surat.

The following business was transacted:

**Item 1:** To confirm the minutes of the 117<sup>th</sup> meeting of the Board of Governors held on 27/7/2002.

**Reso. 1:** "Resolved that the minutes of the 117<sup>th</sup> meeting of the Board of Governors (SVRCET) held on 27/7/2002 be confirmed."

**Item 2:** To note and approve the action taken on the resolutions adopted by the Board of Governors at its 117<sup>th</sup> meeting held on 27/7/2002.

**Reso. 2:** "Resolved that the action taken on the resolutions adopted by the Board of Governors (SVRCET) at its 117<sup>th</sup> meeting held on 27/7/2002 be noted and approved."

**Item 3:** To welcome the incoming members of the Board of Governors of SVNIT and to note the services rendered by the outgoing members of the Board of Governors of SVRCET.

**Reso. 3:** "Resolved to welcome the incoming members on the Board of Governors, SVNIT and appreciate the services rendered by the outgoing members of the Board of Governors, SVRCET."

**Item 4:** To ratify the action of the Chairman, Board of Governors in approving the Annual Report of the institute for the period from 01/04/2001 to 31/03/2002.

**Reso. 4:** "Resolved to ratify the action taken by the Chairman, Board of Governors in approving the Annual Report of the Institute for the period from 1/4/2001 to 31/03/2002."

**Item 5:** To ratify the action of the Chairman, Board of Governors in approving the Audited Annual Accounts of the institute for the year 2001-2002 received from the Accountant General, Rajkot.



**Reso. 5:** "Resolved to ratify the action taken by the Chairman, Board of Governors in approving the Audited Annual Accounts of the Institute for the year 2001-2002, received from the Accountant General, Rajkot."

**Item 6:** **To consider and approve the proposal of filling up Teaching & Non Teaching vacant posts in lieu of ERC recommendation.**

**Reso. 6:** "Resolved that, in view of the resolution No. F.20-452003-TS.III dtd: 20/10/2003 of MHRD, Government of India (APPENDIX: 6.1), the Board of Governors takes note of the same and no action is to be taken at this stage."

**Item 7:** **To consider the confirmation of the faculty members.**

**Reso. 7:** "Resolved to confirm following faculty members with effect from the date of confirmation as shown against their names, as the Director has recommended for confirmation upon completion of probation period satisfactorily."

Sr. No.	Name	Post held	Date of Joining	Date of Confirmation
1	2	3	4	5
1.	Dr. G.N. Mehta	Professor in Chemistry	01/06/2000	01/06/2002
2.	Dr. K.N. Mistry	Professor in Mechanical	10/11/2000	10/11/2002
3.	Dr. N.J. Mistry	Professor in Civil	10/11/2000	10/11/2002
4.	Dr. Z.V.P. Murthy	Asst. Prof. in Chemical	05/09/2000	05/09/2002
5.	Shri P.M. Kundu	Lecturer in Electrical	01/08/2000	01/08/2002
6.	Shri A.V. Doshi	Lecturer in Mechanical	01/08/2000	01/08/2002
7.	Ms. M. Mukhopadhyay	Lecturer in Chemical	01/08/2000	11/08/2002
8.	Ms. Krupa N. Jariwala	Lecturer in Computer	01/08/2000	01/08/2002
9.	Shri A.D. Darji	Lecturer in Electronics	01/08/2000	08/08/2002
10.	Shri Piyush N. Patel	Lecturer in Electronics	01/08/2000	01/08/2002
11.	Ms. Dipti P. Rana	Lecturer in Computer	01/08/2000	01/08/2002
12.	Dr. Ajaykumar Shukla	Lecturer in Mathematics	05/08/2000	11/08/2002

*Confirmation Committee*  
"Resolved further that now onwards for the various posts for which Board of Governors is the appointing authority, a committee comprising of Director, Registrar and Head of Concerned Department will review the confirmation cases and make recommendations to the Board of Governors."

**Item 8:** **To consider Career Advancement Scheme (CAS) for faculty members in SVNIT, Surat and to constitute staff Selection Committee.**

**Reso. 8:** "Resolved that the Staff Selection Committee for promotion to the level of Professor, Assistant Professor and Lecturers under Career Advancement

*CAS*



Scheme (CAS) as well as for direct recruitment be formed in line of the MHRD Office Memorandum No. F.20-18-2003/TS.III dtd: 15/9/2003 (APPENDIX: 8.1)."

"Resolved that, nomination of two experts by MHRD, Govt. of India, New Delhi vide No. F.20-18/2003 TS-III dtd: 24/10/2003 be noted (APPENDIX: 8.2)."

"Resolved further that the Chairman, Board of Governors is authorised to nominate two members in the composition of the Staff Selection Committee for CAS as well as direct recruitment."

**Item 9:** To consider to nominate two members on the Finance Committee from amongst the members of the Board of Governors.

**Reso. 9:** "Resolved to authorise the Chairman, Board of Governors to nominate two members on the Finance Committee from amongst the members of the Board of Governors."

**Item 10:** To consider to nominate one member on the Building and Works Committee from amongst the members of the Board of Governors.

**Reso. 10:** "Resolved to authorise the Chairman, Board of Governors to nominate one member on the Building & Works from amongst the members of the Board of Governors."

**Item 11:** To consider the implementation of scheme of MOD, R&D and TAT financed by MHRD, New Delhi and to review the progress of projects.

**Reso. 11:** "Resolved that the Director, concerned Head of Department(s) and Principal investigator may take serious views on the projects sanctioned / financed by MHRD for its timely completion, review the same and inform to Board of Governors in its ensuing meeting with detailed report(s)."

**Item 12:** To consider to enhance the amount of Imprest and also enhance the limit for purchase/execution of work on the basis of single offer / quotation empowered to the Director of the Institute.

**Reso. 12:** "Resolved that the limit of Imprest amount for disbursement to various departments / sections be raised from present Rs.10,000/- to Rs.20,000/-."

*Imprest*



“Resolved further that the Director is authorised / empowered to approve the purchases of equipments / materials / items on the basis of single offer quotation for amounting to Rs.10,000/- in place of present limit of Rs.2500/-, provided he is satisfied that the offer / quotation is quite reasonable and as per the prevailing market rates.”

“Resolved that the present limit of Rs.10,000/- for execution of work on the basis of single offer / quotation may be maintained as it is.”

“Resolved further that the Director is authorised/empowered to approve the execution of work amounting upto Rs.25,000/- on the basis of single offer / quotation only in case of emergency work with full justification for execution of work, provided he is satisfied that the offer / quotation is reasonable.”

**Item 13:** To consider the proposal for purchase of equipments, furnitures, library books, etc. as per existing procedure through Building & Works Committee.

**Reso. 13:** “Resolved to constitute the Purchase Committee, for purchase of equipments fixtures / furniture, library books and other items except construction items.”

“Resolved further that, the purchase committee shall consists of the following persons.

- 1) The Director, Ex-officio shall be the Chairman of the Committee.
- 2) The Joint Director of Technical Education (Purchase), Office of the Directorate of Tech. Edn. Gandhinagar as Member
- 3) Shri D.P. Chhaya, Executive Registrar. Nirma University, Ahmedabad as Member.
- 4) Concerned Head of Deptt., SVNIT as Member.
- 5) Dy. Registrar (Accounts) as Member
- 6) The Registrar, Ex-officio as Member-Secretary.

“Resolved that the Committee shall meet as often as necessary but atleast twice in a year. And three members shall form a quorum for a meeting of this Committee.”

“Resolved further that the Committee shall have all the powers confirmed to the Building and Works Committee.”



**Item 14:** To note the deputation granted by the Institute to the faculty members for their Ph.D. Degree / M.Tech. Programme under Quality Improvement Programme / Self-Finance Scheme.

**Reso. 14:** "Resolved that the deputation granted by the Institute to the faculty member for Ph.D./M.Tech. programme under QIP be noted."

"Resolved further that the Senate of the Institute frame the rules for Quality Improvement Programme / Self Finance Scheme."

**Item 15:** To ratify the action of the Director for converting Watchmen to the cadre of the post of Hamal.

**Reso. 15:** "Resolved that the action of Director converting Watchmen to the cadre the post of Hamal be Noted."

**Item 16:** To reconsider and approve the letter No.F.18-6/98 TS.III dtd: 19<sup>th</sup> June 2000 received from the Ministry of Human Resource Development (Deptt. of Secondary & Higher Education) Government of India, New Delhi regarding revision of pay scales of Senior Administrative officers and other categories – Registrar, Deputy Registrar, Assistant Registrar, Store Officers, Workshop Supdt., Librarian, Foreman in the RECs.

**Reso. 16:** "Resolved that the matter be persued with the Government of Gujarat".

**Item 17:** To consider and approve the recommendations/minutes of the 1<sup>st</sup> Finance Committee meeting of SVNIT, Surat scheduled to be held on 03/11/2003.

**Reso. 17:** "Resolved that the minutes of the 1<sup>st</sup> Finance Committee held on 3/11/2003 be noted and approved (APPENDIX: 17.1)."

**Item 18:** To consider and approve the recommendations/minutes of the 1<sup>st</sup> & 2<sup>nd</sup> meetings of Building & Works Committee of SVNIT, Surat held on 20/11/2002 & 7/7/2003

**Reso. 18:** "Resolved that the minutes of the 1<sup>st</sup> and 2<sup>nd</sup> meetings of Building and Works Committee of SVNIT held on 20/11/2002 and 7/7/2003 be noted."

**Item 19:** To release pension and retirement benefits in respect of Dr. B. Majumdar, Ex. Director, SVNIT, Surat.

**Reso. 19:** "Resolved to pursue the matter with the MHRD, Govt. of India, New Delhi for further necessary action as the matter is subjudice."

✓  
B. Majumdar



**Item 20:** To consider the request of Smt. K.S. Desai, Lecturer in Electrical Engineering Department for granting of leave at par with other faculty members who had gone abroad.

**Reso. 20:** "Resolved to defer the item".

"Resolved further that, her case, with all correspondence be referred to Shri N.V. Gunchala, Joint Director, Office of the Directorate of Tech. Edn., Gandhinagar for opinion and then be placed before Board of Governors in its ensuing meeting."

**Item 21:** To consider the request of S/Shri Prof. S. D. Mudaliar, Ex. Asst. Prof., CED and Prof. B. S. Bulsari, Ex. Professor, AMD regarding Re-fixation of Pay Scales in accordance with judgement of Hon'ble Tribunal, Ahmedabad at par with the case of Dr. A. B. Fakolawala, Ex. Professor, MED.

**Reso. 21:** "Resolved that the cases are pending in many years and the amount is not significant. Looking to the judgement order passed by Hon. The Gujarat Affiliated Colleges Services Tribunal, Ahmedabad in respect of Prof. Dr. A.B.Fakolawala, Ex. Prof., MED and cases of Prof. S.D. Mudaliar, Ex A.P., CED and Prof. B.S. Balsari, Ex Prof., AMD are same. The Board decides to consider their cases at par with the judgement order passed by Hon. The Gujarat Affiliated Colleges Services Tribunal, Ahmedabad in respect of Prof. Dr. A.B. Fakolawala".

**Item 22:** To note the deputation of Dr. K.N. Mistry, Professor & Head of Mechanical Engineering Department under the scheme of Indian Teachers to the Faculty of Asian Institute of Technology (AIT) Bangkok for January 2004 term.

**Reso. 22:** "Resolved that the deputation of Dr. K.N. Mistry, Prof. & Head, MED under the scheme of Indian Teachers to the faculty of Asian Institute of Technology (AIT) Bangkok for January 2004 term be noted".

**Item. 23:** To consider the proposal regarding financial assistance to staff members for attending Seminar / Symposiums / Workshop etc. at various organizations / Institutions.

**Reso. 23:** "Resolved to follow the MHRD guideline".



**ADDITIONAL AGENDA:**

**Item. 24:** To consider and approve the Draft Annual Report of the Institute for the period from 1/4/2002 to 31/3/2003.

**Reso. 24:** "Resolved to note and approve the Draft Annual Report of the Institute for the period from 1/4/2002 to 31/3/2003 (Appendix 24.1)".

**Item. 25:** To note and approve the Annual Accounts of the Institute for the year 2002-2003 duly audited by the Chartered Accountant.

**Reso. 25:** "Resolved that the Annual Accounts of the Institute for the year 2002-2003 duly audited by the Chartered Accountant be approved (Appendix 25.1)".

"Resolved further that auditing of Annual accounts for the year 2002-03 by C&A.G. may be expedited".

The meeting ended with vote of thanks to the Chair.

*Sd/-*  
*(Prof. K.U. Joshi)*  
MEMBER-SECRETARY

*Sd/-*  
*(Dr. N.V. Vasani)*  
CHAIRMAN

**NOTE:** The Appendices referred to in the above resolutions are not enclosed as they have already been sent alongwith the Agenda.





## SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY SURAT

Minutes for the *First* meeting of the *Finance Committee* of the Sardar Vallabhbhai National Institute of Technology Surat held on *Monday*, the *3<sup>rd</sup> November, 2003 at 10.00 a.m.* in the Conference Room, 'C' Block, Nirma University of Science and Technology, Sarkhej-Gandhinagar Highway, Ahmedabad-382 481.

The following members were present:

- |    |  |   |                  |
|----|--|---|------------------|
| 1) | Dr. N.V. Vasani<br>Vice Chancellor,<br>Nirma University,<br>Nirma Institute of Technology,<br>Ahmedabad-382 481.             | : | Chairman         |
| 2) | Shri G.L. Jambhulkar<br>Dy. Educational Adviser (NIT)<br>M.H.R.D.,<br>(Deptt. of Secondary Edn. & Higher Edn.)<br>New Delhi. | : | Member           |
| 3) | Prof. K.U. Joshi<br>Director Incharge,<br>SVNIT, Surat   | : | Member           |
| 4) | Shri H.A. Parmar<br>Registrar Incharge<br>SVNIT, Surat.  | : | Member-Secretary |

Shri P.K. Sheth, Director, (Finance), Integrated Finance Division, M.H.R.D., New Delhi, conveyed his inability to attend the meeting. Remaining members are to be nominated by the competent authority as per MOA and Rules of the SVNIT Surat Society, Surat.



The following business was transacted.

**Item 1:** To confirm the minutes of the 50<sup>th</sup> meeting of the Finance Committee held on 31/8/2001.

**Reso. 1:** “Resolved that, the minutes of the 50<sup>th</sup> meeting of the Finance Committee (SVRCET) held on 31/8/2001 be confirmed.”

**Item 2:** To note and approve the action taken on the resolutions adopted by the Finance Committee at its 50<sup>th</sup> meeting held on 31/8/2001.

**Reso. 2:** “Resolved that the action taken on the resolutions adopted by the Finance Committee (SVRCET) at its 50<sup>th</sup> meeting held on 31/8/2001 be noted and approved.”

**Item 3:** To note and approve the Revised Plan proposal of the Institute for the year 2003-2004.

**Reso. 3:** “Resolved to approve and recommend to the Board of Governors the Revised Plan proposal of the Institute for the year 2003-2004 (APPENDIX: 3.1).”

**Item 4:** To consider and recommend to the Board of Governors the Revised Budget Estimate of the college for the year 2003-2004 and the Budget Estimate for the year 2004-2005.

**Reso. 4:** “Resolved to approve and recommend to the Board of Governors the Revised Budget Estimate of the Institute for the year 2003-2004 and the Budget Estimate for the year 2004-2005 (APPENDIX: 4.1).”

**Item 5:** To note and consider the minutes of the 1<sup>st</sup> and 2<sup>nd</sup> meetings of the Building & Works Committee of SVNIT, Surat held on 20/11/2002 and 07/07/2003 respectively.

**Reso. 5:** “Resolved that the minutes of the 1<sup>st</sup> and 2<sup>nd</sup> meetings of the Building & Works Committee of SVNIT, Surat held on 20/11/2002 and 07/07/2003 respectively be noted and approved (APPENDIX: 5.1).”

“Resolved further that new construction work may not be approved by Building & Works Committee / Director unless budgetary provision / financial allocation is approved by the MHRD, New Delhi.”



**Item 6:** To consider and recommend for approval of the Board of Governors for the Annual Accounts of the Institute for the year 2002-2003 duly audited by the Chartered Accountant.

**Reso. 6:** "Resolved to approve and recommend to the Board of Governors for approval of the Annual Accounts of the Institute for the year 2002-2003 duly audited by the Chartered Accountant (APPENDIX: 6.1)."

"Resolved further that, Auditing of accounts for the year 2002-2003 by C&AG may be expedited in line of the MHRD letter No.F.48-18/200-IFD dtd: 31/10/2003 (APPENDIX: 6.2)."

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

*Sd/-*  
(H.A. Parmar)  
MEMBER-SECRETARY

*Sd/-*  
(Dr. N.V. Vasani)  
CHAIRMAN

**NOTE:** The Appendices referred to in the above resolutions are not enclosed as they have already been sent alongwith the Agenda.