



**SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY SURAT-395007**  
(Deemed University)

Minutes for the *Fifth* meeting of the *Board of Governors* of the Sardar Vallabhbhai National Institute of Technology Surat to be held on *11<sup>th</sup> March, 2005* at *12.30 P.M.* onwards in the Conference Room of Nirma University of Science and Technology, Gandhinagar-Sarkhej Highway, Ahmedabad.

The following members were present:

- 1) ***Dr. N.V. Vasani*** : Chairman  
Vice Chancellor, Nirma University,  
Nirma Institute of Technology,  
Sarkhej, Gandhinagar Road,  
Ahmedabad-382 481.
- 2) ***Dr. S.K. Mukherjee*** : Member  
Vice Chancellor,  
Birla Institute of Technology,  
Mesra, Ranchi
- 3) ***Dr. Dipen K. Ghosh*** : Member  
Dy. Director of IIT, Bombay  
Mumbai
- 4) ***Prof. B.G. Naresh kumar*** : Member  
Adviser (II) AICTE  
New Delhi.
- 5) ***Shri Girish P. Dani*** : Member  
T-1, Goyal Park, Ahmedabad.
- 6) ***Shri N.M. Bhatia*** : Member  
Resident Engineer  
Maharashtra Sadan,  
NEW DELHI.
- 7) ***Dr. S.A. Channiwala*** : Member  
Professor, MED, SVNIT, Surat.
- 8) ***Prof. A.R. Jariwala*** : Member  
Asstt. Prof., EED, SVNIT, Surat.
- 9) ***Dr. A.K. Dave*** : Member-Secretary  
Director Incharge, SVNIT, Surat.

Shri G.L. Jambhulkar (Representative of Joint Secretary (T) Dy. Educational Adviser (NIT) M.H.R.D., (Deptt. of Secondary Edn. & Higher Edn.) New Delhi, Prof. N.V. Gunchala, Jt. Director, Director of Tech. Edn., Gandhinagar, Prof. J.B. Joshi, Director, University Institute of Chemical Technology, Uni. of Mumbai, and Financial Adviser (IFD) Govt. of India, MHRD, New Delhi conveyed their inability to attend the meeting due to their pre occupation.

One member is yet to be nominated by the Central Government representing large, medium and small scale industries.

The comments received on the agenda item from MHRD circulated amongst the member during the meeting.

The following business was transacted:

**Item 1:** To confirm the minutes of the 4<sup>th</sup> meeting of the Board of Governors held on 09/09/2004.

**Reso. 1:** "Resolved that the minutes of the 4<sup>th</sup> meeting of the Board of Governors held on 09/09/2004 be confirmed."

**Item 2:** To note and approve the action taken on the resolutions adopted by the Board of Governors at its 4<sup>th</sup> meeting held on 09/09/2004.

**Reso. 2:** "Resolved that the action taken on the resolutions adopted by the Board of Governors at its 4<sup>th</sup> meeting held on 09/09/2004 be noted and approved."

"Further, Board takes note of nominating Registrar as Nodal Officer (Finance) for Technical Education Quality Improvement Programme".

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

**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, SVNIT."

- Item 4:** To note and approve the recommendations / minutes of the 2<sup>nd</sup> & 3<sup>rd</sup> meeting (special) of the Purchase Committee held on 26/07/04 and 19/12/2004 respectively.
- Reso. 4:** “Resolved that the minutes of the 2<sup>nd</sup> & 3<sup>rd</sup> meeting (special) of the Purchase Committee held on 26/07/04 and 19/12/2004 respectively be noted. (APPENDIX: 4.1 & 4.2)”.
- Item 5:** To note and approve the recommendations / minutes of the 6<sup>th</sup> & 7<sup>th</sup> meetings of Building & Works Committee of SVNIT, Surat held on 5/11/2004 and 17/12/2004 respectively.
- Reso. 5:** “Resolved that the minutes of the 6<sup>th</sup> & 7<sup>th</sup> meetings of Building & Works Committee of SVNIT, Surat held on 5/11/2004 and 17/12/2004 respectively be noted (APPENDIX: 5.1 & 5.2)”.
- Item 6:** To consider and to approve the recommendation of 2<sup>nd</sup> meeting of the Screening Committee held on 25/11/2004 for further continuation in services beyond 58 years of age in respect of non teaching staff upto age of 60 years.
- Reso. 6:** “Resolved that the recommendations of 2<sup>nd</sup> meeting of the Screening Committee held on 25/11/2004 be accepted and approved. (APPENDIX: 6.1)”.
- Item 7:** To note and approve the action taken by Director regarding the appointment / continuation of Professors / Asstt. Professors as Head of respective departments.
- Reso. 7:** “Resolved to note the action taken by the Director regarding the appointment/continuation of Professors / Asstt. Professors as Head of respective departments”.
- Item 8:** To consider and approve the Draft Annual report of the Institute for the period from 1/4/2003 to 31/3/2004.
- Reso. 8:** “Resolved to authorize Hon’ble Chairman, Board of Governors to approve the Draft Annual Report of the Institute for the period from 1/4/2003 to 31/3/2004 for onwards submission to MHRD”.

**Item 9:** To refund the Security Deposit collected from Class III Technical / Non technical staffs at the time of their joining during REC pattern.

**Reso. 9:** “Resolved to refund the Security Deposit collected from Class III Technical / Non technical staffs at the time of their joining during REC pattern”.

“Further resolved that necessary Security Deposit / Bank guarantee be taken from the Cashiers of the Institute as per prevailing practice in Central Government offices and necessary allowances be paid as per Central Government rules”.

**Item 10:** To consider the payment of salary on the last working day of the month for the employees of this Institute at par with the practice followed in Central Govt. Offices.

**Reso. 10:** “Resolved to make payments towards salary to the employees of the Institute on the last working day of the respective month”.

**Item 11:** To note the deputation granted by the Institute to the faculty members for their Ph.D. / M.Tech. programme under Quality Improvement Programme / Self Finance Scheme.

**Reso. 11:** “Resolved that the deputation granted by the Institute to the faculty members for their Ph.D. / M.Tech. programme under Quality Improvement Programme be noted”.

**Item 12:** To approve the conferment of Degree to the Under Graduate & Post Graduate students during the 2<sup>nd</sup> Convocation of this Institute likely to be held in March 2005.

**Reso. 12:** “Resolved to accept the recommendations of the Senate made in its 7<sup>th</sup> meeting held on 29/1/2005 and accordingly the degrees to the Under Graduate & Post Graduate students during the 2<sup>nd</sup> Convocation of this Institute scheduled to be held in nearer future at Surat as per APPENDIX: 12.1 be conferred”.

“Resolved further that the Results Verifications Sub Committee be constituted by the Senate”.

“Further resolved that all pending Degree Certificates be sent to the respective candidates by Regd. Post A.D.”.

- Item 13:** To consider the request of Smt. K.S. Desai, Lecturer in Electrical Engineering Department for granting vol. retirement after finalizing her leave for the period from 1/4/2002 to 18/12/2004.
- Reso. 13:** "Resolved to consider her absence as unauthorized leave w.e.f. 1/4/2002 onwards and disciplinary action be initiated as per rules".
- Item 14:** To adopt the leave rules prescribed by the University Grants Commission (UGC) for the faculties of this Institute.
- Reso. 14:** "Resolved that the Board in its 2<sup>nd</sup> meeting held on 25/12/2003 has already adopted the leave rules same as per practice in vogue in Indian Institute of Technology, Delhi and be circulated replacing the name SVNIT in place of IIT, Delhi".
- Item 15:** To issue NOC in respect of Mrs. Krupa N. Jariwala, Lecturer in Computer Engineering Department for temporary withdrawal from M.Tech. Programme at NITK, Surathkal during the year 2004-05 deputed as a sponsored candidates with salary as a special case. And also to consider request letters from faculty for issuance of NOC for pursuing higher study i.e. M.E./M.Tech./Ph.D.
- Reso. 15:** "Resolved that the request made by Mrs. Krupa N. Jariwala, Lecturer in Computer Engineering Department be not considered for issuance of NOC for temporary withdrawal from M.Tech. Programme and permission granted as Sponsored candidate with salary be considered as withdrawn and suitable leave be granted for her absence".
- "Further resolved that now onwards deputation for pursuing higher study be considered and decided as per QIP rules and regulations strictly".
- Item 16:** To implement Office Memorandum issued by Ministry of Finance - Re-classification of cities / towns on the basis of 2001 Census – grant of House Rent Allowance (HRA) and Compensatory Allowance (CCA) for the employees.
- Reso. 16:** "Resolved to implement Office Memorandum issued by Ministry of Finance - Re-classification of cities / towns on the basis of 2001 Census – grant of House Rent Allowance (HRA) and Compensatory (City) Allowance (CCA) for the employees of the SVNIT w.e.f. 1/4/2004".

**Item 17:** To consider and approve Senior Scale and Selection Grade to eligible faculties upon recommendations of Scrutiny Committee of REC tenure under Career Advancement Scheme.

**Reso. 17:** The matter was discussed in toto and after careful considerations on all the aspects and the repercussions of the faculties the following resolutions were adopted;

“Resolved to approve Senior Scale and Selection Grade to eligible faculties upon recommendations of Scrutiny Committee (REC tenure) under Career Advancement Scheme with immediate effect in line of MHRD guidelines”.

“Further, resolved that after implementing recommendations of granting Senior Scale / Selection Grade to the eligible faculties with effect from 11/03/2005, the matter of granting the same with actual date of eligibility may be pursued with the MHRD & Director be empowered for the same. Accordingly, necessary modifications be made in the above approved Senior Scale / Selection Grade in line of MHRD guideline to the eligible faculties”.

“Further, resolved that the remaining 04 cases of Senior Scale / Selection Grade be referred to the Ministry of Human Resource Development for finalization as cases are of REC pattern.”

**Item 18:** To grant stepping-up increment to senior faculty due to fixation of revised pay scales higher to junior faculty.

**Reso. 18:** “Resolved to forward the stepping-up proposal to the Ministry of Human Resource Development for analysis and finalization”.

**Item 19:** To grant Children’s Educational Allowance to the employees of the Institute.

**Reso. 19:** “Resolved that the Children’s Educational Allowance be granted same as per Central Government rules as is being available to Central Government employees with immediate effect”.

- Item 20:** To finalize the case of Dr. V.M. Inamdar, Ex-lecturer in Applied Mechanics Department for counting his services rendered at this Institute at College of Military Engineering, Pune for pensionary benefit.
- Reso. 20:** “Resolved that the case in respect of Dr. V.M. Inamdar, Ex-lecturer in Applied Mechanics Department be referred to the Ministry of Human Resource Development for granting pensionary benefit”.
- Item 21:** To note and ratify action taken by the Director nominating Financial Adviser, IFD, MHRD or his nominee as a Special Invitee Member on the Board of Governors regarding.
- Reso. 21:** “Resolved to ratify action taken by the Director nominating Financial Adviser, IFD, MHRD or his nominee as a Special Invitee Member on the Board of Governors in line of MHRD letter No.F.20-10/2003 TS.III dtd: 9/12/2004 (APPENDIX: 21.1)”.
- Item 22:** To consider and approve the proposal of filling up Teaching & Non Teaching vacant posts.
- Reso. 22:** “Resolved to fill up Teaching post as per sanction of MHRD and immediate action be initiated for filling up the vacant teaching post”.
- “Further, resolved that immediate action be initiated for filling up the post of Registrar, Deputy Registrar (A/Cs.) and Resident Engineer after approval from the MHRD”.
- “Resolved further that Teaching and Non-teaching ratio be maintained in line of MHRD guidelines and vacant Non-teaching / Technical post be identified accordingly and action be initiated after approval from the MHRD for filling up vacant posts”.
- Item 23:** To note and approve the recommendations/minutes of the 3<sup>rd</sup> Finance Committee meeting (Special) held on 09/09/2004 and 4<sup>th</sup> Finance Committee meeting scheduled to be held on 11/03/2005.
- Reso. 23:** “Resolved that the recommendations of the 3<sup>rd</sup> (Special) & 4<sup>th</sup> Finance Committee meeting held on 09/09/2004 & 11/03/2005 respectively be accepted (APPENDIX: 23.1 & 23.2)”.

**Item 24:** To frame Medical Attendance Rules for the employees of this Institute.

**Reso. 24:** “Resolved that the Medical Attendance Rules for the employees and pensioners of this Institute be adopted same as per practice in vogue in Indian Institute of Technology, Delhi and be amended and modify from time to time in line of IIT, Delhi with the approval of the Board”.

**Item from Chair :**

**Item 25:** To ratify the action taken by the Director relieving Dr. R.I. Patel, Lecturer in Civil Engineering Department w.e.f. 31/12/2004 upon voluntary retirement.

**Reso. 25:** “Resolved to ratify the action taken by the Director relieving Dr. R.I. Patel, Lecturer in Civil Engineering Department w.e.f. 31/12/2004 upon voluntary retirement”.

**Item 26:** To consider and adopt a scheme for compassionate appointment in National Institutes of Technology (NITs) received from the MHRD.

**Reso. 26:** “Resolved that a scheme for compassionate appointment in SVNIT be adopted as per MHRD letter No. F.20-46/2003/TS.III dtd: NIL with the terms and conditions stated therein”.

“Further resolved that the pending cases of compensate appointments be finalised with the consultation of Ministry of Human Resource Development”.

In future such cases be referred to the committee. The composition of the Committee shall be as under;

- |    |                    |   |                  |
|----|--------------------|---|------------------|
| 1) | Director           | : | Chairman         |
| 2) | Sr. most Professor | : | Member           |
| 3) | Registrar          | : | Member-Secretary |

The committee will scrutinize the received application in line of a scheme for compassionate appointments decided by the MHRD as per letter No. F.20-26/2003/TS.III dtd: NIL. The committee shall make suitable recommendation to the Board of Governors for consideration and approval”.



**Item 27:** To consider the Memorandum and Rules & Regulations of SVNIT, Surat Alumni Association

**Reso. 27:** "Resolved to circulate the draft Memorandum and Rules & Regulations of SVNIT, Surat Alumni Association amongst the members of the Board of Governors for their suggestions and comments".

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

*Sd/-*  
*(Dr. A. K. Dave)*  
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.

