

## **Sardar Vallabhbhai National Institute of Technology, Surat** **13<sup>th</sup> Meeting of Industrial Consultancy & Sponsored Research Board**

**4<sup>th</sup> August 2022**

The minutes of the 13<sup>th</sup> ICSR Board meeting, held on 04.08.2022 at 03:00 pm, at the Institute Conference Room, New Administrative Building, SVNIT, Surat are as follows:

The following board members were present in the meeting.

Sr. No.	Name of the Person	Designation
1	Prof. (Dr.) Anupam Shukla, Director	Chairman
2	Prof. P L Patel, Dy. Director	Invitee
3	Prof. D C Jinwala, Dean (R&C)	Member
4	Dr. K D Yadav, Asso. Dean - CRP (R&C)	Member
5	Prof. G J Joshi, Head - Dept. of Civil Engineering	Member
6	Prof. A K Panchal, Head - Dept. of Electrical Engineering	Member
7	Prof. J Banerjee, Head - Dept. of Mechanical Engineering	Member
8	Dr. M A Desai, Head - Dept. of Chemical Engineering	Member
9	Dr. R G Mehta, Head - Dept. of Comp. Sci. & Engineering	Member
10	Dr. P N Patel, Head - Dept. of Electronics Engineering	Member
11	Dr. S K Kailasa, Head - Dept. of Chemistry	Member
12	Dr. J M Dhodiya, Head - Dept. of Maths. & Humanities	Member
13	Dr. D V Shah, Head - Dept. of Physics	Member
14	Dr. Pramod Mathur, Registrar	Member
15	Dr. H B Mehta, Asso. Dean - SRP (R&C)	Member-Secretary
16	Prof. C D Modhera, Dean (FW)	Invitee

The meeting started with a warm welcome of the newly joined Director of the institute, present as the Chairman, in the first ICSR Board meeting. Subsequently, with the permission of the new Chairman, the following agenda items were transacted. The minutes of the meeting are as follows.

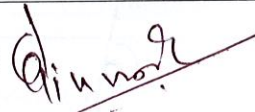
<b>Item No. 1</b>	To approve the minutes of 12 <sup>th</sup> ICSR Board meeting held on 26 <sup>th</sup> May, 2022 at 4:00 pm at Institute Conference Room, New Administrative Building, SVNIT, Surat.
<b>Reso No. 1</b>	The minutes of the 12 <sup>th</sup> ICSR Board meeting held on 26 <sup>th</sup> May 2022 were circulated via email to all the members. No comments were received in a stipulated period. The ICSR Board, therefore, confirmed the minutes (Annexure-A)
<b>Item No. 2</b>	To note and approve the actions taken on the resolutions adopted in the 12 <sup>th</sup> ICSR Board meeting held on 26 <sup>th</sup> May, 2022. (Annexure - B)
<b>Reso No. 2</b>	<p>The actions taken on the resolutions adopted in the 12<sup>th</sup> ICSR Board meeting held on 26<sup>th</sup> May 2022, were noted and approved by the Board.</p> <p>However, the following points have been taken into consideration by the board and the following revised resolutions have been proposed:</p> <ul style="list-style-type: none"> <li>This item regards the maximum ceiling limit for reimbursement of FER/SER</li> </ul>

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*(Signature)* *(Signature)*



	<p>charges after the filing of patent. It was resolved earlier that such charges would be based on the comparative charges at other IITs/NITs. These charges would be applicable until the finalization of empanelment of IP Law Firms with the Institute. Such charges would be fixed after due approval of the Director.</p> <ul style="list-style-type: none"> <li>This item concerns whether to consider an industry-funded project as a sponsored research project or not. It was resolved earlier, to discuss the matter with other Dean(R&amp;C) at other IITs/NITs. IT was proposed to resolve that the identity of such industry-funded projects be maintained as industry-funded projects only.</li> </ul> <p>It was also resolved to accept the recommendations of the Banerjee committee for considering such proposals from the industry, for being considered as industry-sponsored project. The recommendations are shown in the Annexure- in these minutes.</p> <ul style="list-style-type: none"> <li>In this connection, a mail written by Dr Satyajit Patel, with the main text as below was also discussed. <i>"..... In the present SVNIT draft policy for Industrial R&amp;D project total overhead proposed is 50% (30% for institute and 20% for PI) which may not be feasible for high value projects. We need to revise the draft policy which will be feasible for all ranges of project value. Therefore, it is requested to revise and finalize the policy at the earliest so that I can submit a proposal to NTPC. Please let me know if any help is required from me."</i></li> </ul> <p>It was argued and discussed that the percentage of the institute overhead is to be earmarked, based on the total budget sanctioned in the industry-funded project. This should be irrespective of the total value of the project – high-value or not. However, the Director expressed that in those cases where an industry insists on an institute overhead distribution that is different from the one approved, the same may be proposed to the Director and the same would be considered, after evaluating due justification.</p> <p><i>The Dean(R&amp;C) may take immediate appropriate actions (approval/notification etc.) on the above.</i></p>
<b>Item No. 3</b>	<p>To analyze the statistics of the Sponsored Research Projects proposals submitted with PI from other private engineering colleges/GTU/NITs etc. and only Co-PI from SVNIT, Surat with/without any financial benefits to SVNIT, Surat and to discuss and review the current practice. Suitable resolution to continue/modify/discontinue the current practice be adopted. (Annexure – C)</p>
<b>Reso No. 3</b>	<p>The item was discussed in depth by the members and it was resolved to continue the current practice of permitting faculty members, to act as co-PIs in the Sponsored Research Projects proposals submitted by the PIs from other private engineering colleges/GTU etc. and only Co-PI from SVNIT, Surat with/without any financial benefits to SVNIT, Surat. However, it was also resolved that:</p> <ol style="list-style-type: none"> <li>Such faculty member must have at least one project sanctioned/completed at</li> </ol>



	<p>SVNIT by him/her-self as the PI at SVNIT i.e. there must be at least one project sanctioned to the faculty member him(her)-self, at SVNIT. OR</p> <p>2. Such faculty member must submit a project proposal to any externally funding agency within six months and get at least a project sanctioned within two years; from the date of signing the project proposal to serve as a Co-PI in the project proposals submitted in collaboration <b>with a private Engineering college/GTU.</b></p> <p>Failing the compliance of any one of the two conditions at Sr no (1) and (2), having submitted one such proposal, a faculty member WILL not be allowed to submit, another such proposal, wherein the SVNIT faculty member acts only as co-PI or PI without any financial benefits to SVNIT.</p> <p>Both the above conditions, <b>shall not be applicable to any such collaborative proposals submitted with any other NITs/IITs/CUs/National Research Labs.</b></p> <p><i>The Dean(R&amp;C) may take immediate appropriate actions (approval/notification etc.) on the above.</i></p>
Item No. 4	<p>To discuss and resolve, the case of devising a mechanism for permitting a Principal Investigator (PI), on a contractual non-regular appointment with the SVNIT, to be allowed to avail of funds and utilize the same. An example: Women Scientist Sponsored Research Projects (mentorship schemes)...Mechanism to permit the PI (who is not a permanent faculty member) in Physics department, to avail of the funds. (Annexure – D)</p>
Reso No. 4	<p>It was resolved that such requests, from a non-SVNIT-employee (on a contractual non-regular appointment with the SVNIT), for being permitted to avail of Institute Overhead funds and utilize the same. However, such a PI must have a regular faculty member from SVNIT as his/her mentor for the project – irrespective of whether such provision is permitted in the scheme or not. In addition, in such projects, the Institute Overhead Funds shall be credited to the institute accounts only. In addition, in case, such a PI (who is not a regular faculty of the institute) leaves the project (in which he/she is the PI) before the due completion of the project:</p> <ul style="list-style-type: none"> <li>the mentor of the PI shall assume all the responsibilities as the PI and ensure due completion of the project.</li> <li>the mentor shall be responsible for the decent progress &amp; completion of such project and avoidance of any untoward conduct by the PI during the tenure of such projects.</li> </ul> <p>In addition, the institute overhead funds for such projects</p> <ul style="list-style-type: none"> <li>shall be distributed as per the existing rules for the IoH distribution for the sponsored research projects.</li> <li>the mentor, on his/her discretion, can decide and allow the funds allotted to his/her PUF from such funds to be used by the PI (who is not a regular faculty of the institute).</li> </ul>

*[Handwritten signatures and initials]*




	<ul style="list-style-type: none"> <li>all the administrative formalities for the same shall be initiated by the mentor.</li> </ul> <p><i>The Dean(R&amp;C) may take immediate appropriate actions (approval/notification etc.) on the above.</i></p>
<b>Item No. 5</b>	To review the increase in fund requirements due to the recent change in GST rate and to resolve appropriately to absorb the increased amount (Annexure – E)
<b>Reso No. 5</b>	<p>A detailed discussion was held among the members and it was resolved to continue with the sanctioned amount of individual projects irrespective of recent changes in GST rate. However, if at all the concerned PI wishes to do so, hee/she can resubmit the seed grant project expenditure heads with due re-appropriation in/amongst Recurring and Non-recurring heads, without overshooting the total sanctioned amount; to meet the excess requirements.</p> <p><i>The Dean(R&amp;C) may take immediate appropriate actions (approval/notification etc.) on the above.</i></p>
<b>Item No. 6</b>	To discuss and resolve regarding the financial assistance (with a maximum ceiling on the total assistance to be provided) by the institute, towards the expenses incurred towards the Design Registrations. The matter was resolved in the 11 <sup>th</sup> meeting of ICSR Board on 05.05.2022 forbidding the reimbursement of expenses for Design Registration. (Annexure – F)
<b>Reso No. 6</b>	<p>Looking to the fact that there are substantial scopes for design registrations to later evolve into a full-fledged process/product patents and the recent credits claimed for the number of design registrations by the leading IITs; it was resolved to encourage design registrations also. It was resolved</p> <ol style="list-style-type: none"> <li>1. to restart the practice of (partial) reimbursement of expenses incurred towards Design Registrations.</li> <li>2. to restrict the total amount for reimbursement of the expenses towards the design registrations to Rs 4000/- only, from the institute accounts. Any additional requirement later (e.g. FER etc) to be approved on a case-by-case basis by the Director, only if there are enough evidences/scopes proposed, for the conversion of such design registrations into a process/product patents.</li> <li>3. to permit a faculty member to use the other funds due to him/her for such reimbursements, in case a faculty member wishes to do so (without any financial limits). The rules and regulations for governing the expenses/reimbursement be suitably amended for the purpose through a separate approval note, to be raised by the Dean(R&amp;C).</li> <li>4. The Dean(Faculty Welfare) who was a special invitee to the meeting, was requested to explore the options of reimbursement of such expenses (without any limit restriction) from the CPDA., too.</li> </ol>

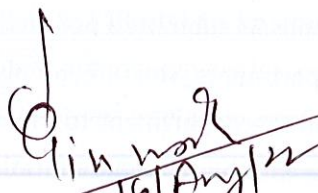


<b>Item No. 7</b>	To review and resolve the extension of the 7 <sup>th</sup> resolution of 6 <sup>th</sup> meeting of ICSR Board for appointment of manpower and with a proposal of appointment of additional one (01) suitable manpower {total three (03)} manpower in Dean (R&C) section on contract basis for three years which may be extended further with a break, based on the performance of candidate(s). (Annexure – G)
<b>Reso No. 7</b>	<p>It was resolved that the services of a total of 01+02 (one plus two i.e. three) persons (i.e. additional one more) on contract (of 11 months) be allowed, to be hired at the Dean (R&amp;C) section. One new position shall be at a higher (Supervisory) level as compared to the current, with wages of upto Rs 75000/- per month.</p> <p>A separate approval, mentioning the minimum educational qualifications, minimum experience required, nature of experience required, and minimum wages to be paid, other eligibility criteria and the mechanism to be used for the selection; be submitted to the Director by the Dean(R&amp;C); after which, if approved, the process for selection may be initiated.</p> <p><i>The Dean(R&amp;C) may take immediate appropriate actions (approval/notification etc.) on the above.</i></p>
<b>Item No. 8</b>	To review the status of expenditure in the Seed Grants for 2019-20 & 2020-21 (Annexure - H)
<b>Reso No. 8</b>	<p>The item was noted by the Board. The seed grant allottees be intimated by the respective HoDs to complete the process of procurement of the required equipment as soon as possible.</p> <p><i>The Dean(R&amp;C) may take immediate appropriate actions (approval/notification etc.) on the above.</i></p>
<b>Item No. 9</b>	To review the status of the number of sponsored research project proposals submission from all the departments and to discuss betterment. (Appendix - I)
<b>Reso No. 9</b>	<p>The item was noted by the Board. The Director advised the HoDs to ensure that the percentage of project proposals submitted per faculty strength of the department be at least 80% for all the departments. The Director also advised the HoDs to instruct the Senior faculty members in the department to mentor the young faculty members in the department to be able to achieve higher hit ratio for the proposals submitted.</p> <p><i>The Dean(R&amp;C) may take immediate appropriate actions (approval/notification etc.) on the above.</i></p>
<b>Item No. 10</b>	To review the status of the activities in all the MoUs signed and the status of the feedback on the same received from the departments.
<b>Reso No. 10</b>	The item was noted by the Board. The Dean(R&C) requested all the HoDs to instruct the focal person in each MoU to periodically intimate the R&C office of the activities done within a signed MoU. The Director advised the HoDs to ensure the liveness of all the MoUs signed by the institute.
<b>Item No 11</b>	Any other item from Chair



<b>Resolutions</b> :	<p>The Dean(RnC) intimated the following to the house:</p> <ol style="list-style-type: none"> <li>1. Organizing Industry conclave: It has been decided upon the advise of the Director to first hold the industry conclave for the DCSE, DECE, DEE departments on Oct 1, 2022, in the online/offline mode. The HoDs were requested to submit the names of the contact persons in the industries as early as possible to the Dean(R&amp;C) office for further follow up. A tentative agenda for the conclave was also discussed – which broadly involved presentations about the research expertise available in each department by the respective HoDs and then subsequent interactions with the industry representatives present; to chalk out a plan for further collaborations. Similar conclaves for other departments to be organized on subsequent dates.</li> <li>2. Publishing the RnC Compendium. It was mentioned that the same is almost in final state. Those faculty members who have not given the information about their research expertise OR an abstract of patent/design registrations, were to be requested by the HoDs to submit the same as early as possible.</li> <li>3. Organizing a training program for following proper administrative and purchase procedures for seed grant allottees. This would be done under the coordinatorship of Dr K D Yadav, the Associate Dean – CRP. The dates for the same shall be announced soon.</li> <li>4. Organizing a training program for tips on writing &amp; submitting funded research proposals, for the seed-grant allottees and may be the Assistant Professors of the institute. The Senior faculty members of the institute be requested to deliver at least an hour talk on the theme and share their experiences. This be organized as a continuous series of lectures/talks on probably every Friday evenings.</li> </ol>
	<p>The meeting ended with thanks to all the members for devoting their time for the meeting and taking active part in the deliberations.</p>

  
 Associate Dean, SRP

  
 Dean, R&C

  
 Director