

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

The minutes of the 12<sup>th</sup> ICSR Board meeting held on 26.05.2022 at 4:00 pm at the Institute Conference Room, New Administrative Building, SVNIT, Surat, are as follows:

The following Board Members were present at the meeting.

Sr. No.	Name of Person	Designation
1	Prof. R V Rao – Director In-charge	Chairman
2	Prof. P L Patel - Dy. Director	Invitee
3	Prof. D C Jinwala - Dean (R&C) & In-charge Head, Dept of Computer Science Engineering.	Member
4	Dr. K D Yadav - Asso Dean (R&C) - CRP	Member
5	Prof. Mansoor Ahmed – In-charge Head, Dept of Civil Engineering	Member
6	Prof. J Banerjee – Head, Dept of Mechanical Engineering	Member
7	Prof. A K Panchal – Head, Dept of Electrical Engineering	Member
8	Dr. J M Dhodiya – Head, Dept of Applied Maths & Humanities	Member
9	Dr. Chetan M Patel – In-charge Head, Dept of Chemical Engineering	Member
10	Dr. S K Kailasa – Head, Dept of Chemistry	Member
11	Dr. P N Patel – Head, Dept of Electronics & Communication	Member
12	Dr. Debesh Roy – In-charge Head, Dept of Physics	Member
13	Dr. Pramod Mathur – Registrar	Member
14	Dr. Hemankumar Mehta – Asso Dean (R&C) – SRP	Member-Secretary

The following members could not attend the meeting due to prior important commitments.

- Prof. G J Joshi – Head, Dept of Civil Engineering
- Prof. M A Desai – Head, Dept of Chemical Engineering
- Dr. R G Mehta – Head, Dept of Computer Science Engineering
- Prof. D V Shah – Head, Dept of Physics

The Chairman welcomed all the members present in the meeting. Following are the minutes of the meeting.

<b>Item No. 1</b>	To approve the minutes of the 11 <sup>th</sup> ICSR Board meeting held on 5 <sup>th</sup> May 2022 at 3:30 pm at Institute Conference Room, New Administrative Building, SVNIT, Surat.
<b>Reso. No. 1</b>	The minutes of the 11 <sup>th</sup> ICSR Board meeting held on 5 <sup>th</sup> May 2022 was circulated via email to all the members, and no comments were received in a stipulated period. The ICSR Board, therefore, confirmed the minutes as placed in Annexure-I.
<b>Item No. 2</b>	To note and approve the action taken on the resolutions adopted in the 11 <sup>th</sup> ICSR Board meeting held on 05 <sup>th</sup> May 2022.
<b>Reso. No. 2</b>	The actions taken on the resolutions adopted in the 11 <sup>th</sup> ICSR Board meeting held on 5 <sup>th</sup> May 2022, were noted and approved by the Board as placed in Annexure-II. However, Dr. K D Yadav raised a point about the redesigned form for Patent

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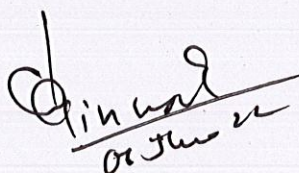
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	Registration that the Applicant can be only the Institute i.e. SVNIT, Surat and the others can be inventors. It was resolved that the Sr. No. 1 of the form to be changed to Name of the Applicant / Inventors)
<b>Item No. 3</b>	It is proposed to discuss and resolve that the amount of OH (Overhead) in Sponsored Research Project be distributed, once the sanctioned expenditure amount is exhausted. The overhead amount should be distributed as per the expenditure ratio and the balance amount (overhead) should be refunded to the funding agency.
<b>Reso. No. 3</b>	The item was discussed thoroughly and it was resolved that the OH (Overhead) in Sponsored Research Project be distributed before the submission of UC/SoE.
<b>Item No. 4</b>	It is observed that after completion of Consultancy Project work, the DPR is not attached along with the closure form CP 1.3 submission. It is proposed to add one column of DPR summary in the consultancy Project closure Form CP 1.3. As the DPR, is a confidential report to be submitted, it is necessary to discuss and resolve the matter with appropriate resolution. (Circular No. Dean(R&C)/2021-22/390 dated 06.05.2021)
<b>Reso. No. 4</b>	The item was discussed thoroughly among the members present and it was resolved that the DPR would be submitted by the PI of the Consultancy Project in a sealed cover with a Confidential Label to the Dean (R&C) Office while submission of Form 1.3. It was also resolved to add a column as nature of work "Confidential" in Consultancy Project Registration Form CP – 1.1
<b>Item No 5</b>	To discuss and resolve regarding hiring process of passed out students (Freshers) in Consultancy Projects on a daily (hourly) basis. It is suggested that such appointments be made without advertisement and interviews on the basis of suitability and recommendation of HoD and DRCC.
<b>Reso. No. 5</b>	The item was discussed in depth by the members and resolved to insert a new rule that allows such appointments as per the existing maximum ceiling for temporary appointments in the Part-B – Rule and Guidelines for the Consultancy Project after the approval from BOG.
<b>Item No. 6</b>	To discuss and resolve the inclusion of Client Contact details i.e. Phone Number(s) and E-mail address in Consultancy Registration Form – CP 1.1
<b>Reso. No. 6</b>	It was resolved to incorporate the necessary modification.
<b>Item No. 7</b>	To discuss and resolve if programs such as "Karyashala – High-End Workshop" and "Vritika – Training and Skill Internship", meant to support PG and Ph.D. level students in Science and Engineering Research pursuits funded by various funding agencies, fall under the purview of Office of Dean (R&C).
<b>Reso. No. 7</b>	It was resolved that such programs would be under the purview of CCE since it is a program to support PG and Ph.D. students.

  
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<b>Item No. 8</b>	To review and discuss when to consider a proposal to be a sponsored research project? Especially if the sanctioned amount is less than 5 lacs with only a 1-year tenure, without any Institute Over Head (IOH), and with no requirement of an Endorsement Letter to be issued by the R & C office – to review whether can such proposals be considered as Sponsored Research Project.
<b>Reso. No. 8</b>	The item was discussed in-depth and it was resolved that such proposals cannot be considered a Sponsored Research Project.
<b>Item No. 9</b>	To review and discuss the guidelines for Industry-Sponsored Research projects submitted/recommended by the committee formed to define a policy for receiving funds for Research and Development projects from corporate sectors/ industries and PSUs as per resolution no. 3 of the 9 <sup>th</sup> ICSR Board Meeting.
<b>Reso. No. 9</b>	It was resolved to formulate a committee consisting of the Dean (R&C) of two other IITs and the Dean (R&C), SVNIT. The committee may also suggest norms for when can such (as in Sr. No. 8 above) be considered as a funded research project and when not.
<b>Item No. 10</b>	To discuss and resolve if the amount available under PUF/POH of a faculty member can be utilized for expenses i.e. travel & accommodation, towards attending a meeting for Research interaction/discussion upon invitation, in India and overseas as well.
<b>Reso. No. 10</b>	The item was discussed and it was resolved that the norms for utilization of PUF be amended. It was also resolved that such requests be approved with restriction of duty leave for a maximum period of 7 days. The item is to be sent to BoG for approval.
<b>Item No. 11</b>	To note that the Seed Money Grant for FY 2021-22 – the procedure is completed and the sanctioned order generated and handed over to the concerned faculty members.
<b>Reso. No. 11</b>	The item was noted by the board.
<b>Item No. 12</b>	To note that the legal vetting of the IPR Manual is completed and the vetted report is submitted to the IPR Committee for necessary amendments. (Annexure – I, I(a) & I(b))
<b>Reso. No. 12</b>	The item was noted by the board and the item be put up in BoG for approval.
<b>Item No. 13</b>	To note the status of the following: <ul style="list-style-type: none"> <li>➤ Status of the MoUs</li> <li>➤ Patents filed and granted</li> <li>➤ Design Registration</li> <li>➤ Summary of IRG</li> </ul>
<b>Reso. No. 13</b>	The item was noted by the board.

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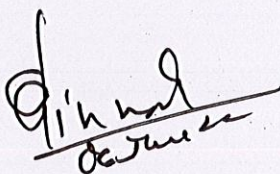


<b>Item No. 14</b>	Any other item with the approval of the Chairman
<b>Reso. No. 14</b>	It was discussed and resolved that the FER Charges for a filed patent be fixed with a maximum ceiling limit by looking into similar norms at other institutes and details of expenditure be collected for expenditure made.

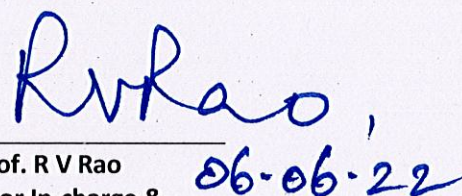
The Chairman, ICSR Board, and the Member Secretary thanked all the members for their active participation in the meeting.



**Dr. H B Mehta**  
Asso. Dean (R&C) – SRP &  
Member Secretary (ICSRB)



**Prof. D C Jinwala**  
Dean (R&C) &  
Member (ICSRB)



**Prof. R V Rao**  
Director In-charge &  
Chairman (ICSRB)

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