

Sardar Vallabhbhai National Institute of Technology, Surat

10th Meeting of the ICSR Board, SVNIT,

Surat


The minutes of the 10th ICSR Board meeting held on 08.10.2021 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.

No.	Name	Designation
1	Prof. S R Gandhi	Director, Chairman-ICSR Board
2	Dr. D C Jinwala	Dean (R&C), Member
3	Dr. K D Yadav	Associate Dean (R&C)
4	Dr. H B Mehta	Associate Dean (R&C), Member Secretary
5	Dr. Pramod Mathur	Registrar, Member
6	Dr. Piyush Patel	HoD (DECE), Member
7	Dr. K Suresh Kumar	HoD (DoC), Member
8	Dr. J Banerjee	HoD (DME), Member
9	Dr. C M Patel	HoD (DCHE), Member
10	Prof. C D Modhera	Dean (FW), Invitee
11	Prof. V L Manekar	Dean (P&D), Invitee
12	Dr. R Chudamani	HoD (DEE), Member
13	Dr. D V Shah	HoD (DoP), Member
14	Dr. Jayesh M Dhodiya	HoD (DOMH), Member
15	Prof. P V Timbadiya	Prof. I/C. (F&A), Invitee
16	Dr. G J Joshi	HoD (DoCE), Member

The Chairman welcomed all the members of the board and also declared that Prof. R. V. Rao will be the acting Director wef 24.10.2021. Moreover, Dean (R&C) suggested to fix the specific day for the ICSR Board Meeting i.e. Last Friday of the month.

Item No. 1	To approve the minutes of the 9 th ICSRB meeting held on 25 th July, 2021 at 3.30pm at Institute Conference Hall. (Annexure I & II)
Reso. No. 1	<i>The minutes of the 9th ICSRB meeting held on 25th July, 2021 at 3.30 pm at Institute Conference Hall are hereby approved.</i>
Item No. 2	To note and approve the action taken on the resolutions adopted in the 9 th ICSR Board meeting held on 25 th July, 2021. (Annexure I & II)
Reso. No. 2	<i>The actions taken on the resolutions adopted in the 9th ICSR Board meeting held on 25th July, 2021 are noted. In addition, Prof. J Banerjee, head of the committee highlighted key features of the guidelines for Industry Sponsored Research Project submitted to the Director on 01.10.2021. The report is to be forwarded to the BoG as decided by the board.</i>
Item No. 3	To discuss and resolve the validity of administrative and/or financial approval note signed by the competent authority for procurement under research and consultancy projects.
Reso. No. 3	<i>This item concerns the validity of the administrative OR financial approval for the purchase of any item/equipment etc. It is hereby resolved that the validity of any such approval note shall be till the time the purchase process is completed or six months from the date of the approval given.</i>


Associate Dean (R&C)
Sardar Vallabhbhai National Institute of Technology
Surat-395 007.

	<i>whichever is earlier.</i>
Item No. 4	<p>Resolving the ambiguities/issues concerning the patent filing and other related issues including those in the implementation of the incentive scheme to the faculty members and other related issues as follows:</p> <p>4.1 Whether to permit the reimbursement of patent filing expenditure - from the grant head for the purpose viz. 1/380 - to those faculty members for being granted patents, for the patents filed before 25th June 2021 i.e. before the date of resolution (no 7) of the 9th ICSRB Meeting, permitting such reimbursement. (Annexure III)</p> <p>4.2 Whether to permit the reimbursement of the expenditure incurred for filing the First Examination Report (FER) and subsequent proceedings by faculty for those patents for which the FER report comes after 25/06/2021. (Annexure IV)</p> <p>4.3 Whether to grant prize money and appreciation certificate to the retiring faculty members (and retired faculty members) as per resolution no. 14 of the 8th Meeting and the resolution no. 7 of the 9th Meeting of ICSRB to the patents granted to them. (Annexure V)</p> <p>4.4 To discuss the concerns raised about granting the filing expenses and giving incentives for filing the patents only OR that for patent design registration, too, as per the current practice; to the faculty members. This issue has arisen out of the email by the Registrar dated Oct 3, 2021 to the Dean (R&C) citing the observation that "NIRF Ranking also considers only Patents and no weightage is given for Design registration." The copy of the email is attached in the Annexures. (Annexure VI)</p> <p>4.5 To discuss the concerns raised regarding the resolution no. 7 of 9th Meeting of ICSRB - to award Prize Money and Appreciation Certificate to all those whose names are appearing on Patent Certificate. In case of Product Patent, only the name of applicant is printed on Patent Certificate and not the name of Inventor and Co-inventor. The issue has been raised by the Registrar. (Annexure VII)</p>
Reso No. 4	<p><i>The following resolution is adopted addressing the concerns in the sub items 4.1 to 4.5:</i></p> <ul style="list-style-type: none"> <i>The patent filing expenditure, prize money and the appreciation certificate shall be given as per the earlier resolution no 7, in the 9th meeting of the ICSR board, only to those applications filed after the date of the resolution i.e. 25th June 2021.</i> <i>The patent filing expenditure, prize money and the appreciation certificate shall be given to only those faculty members on roll at the institute and not to the retired faculty members.</i> <i>The Board decided to give filing expenditure, awarding Prize Money and Appreciation Certificate for both design registration and utility patents.</i> <i>The Board decided to give filing expenditure, awarding Prize Money and Appreciation Certificate to inventors though their names are not appeared on the certificates. However, the proof of the inventors should be produced in terms of journal publication or any such mode published by the Indian Patent office for the claimed patents.</i>
Item No. 5	<p>To discuss the issue of IOH / Institute IRG from one-time incentive of Rs. 2.5 Lakh claimed by the faculty from the Visvesvaraya Part Time Ph. D Program (Fellowship) unlike Visvesvaraya Full Time Ph. D Program. (Annexure VIII)</p>
Reso. No 5	<p><i>The Board had discussed the matter in detail it is resolved that no IOH/Institute IRG would be charged from one-time incentive to PhD scholar who also happens to be a faculty member of the institute, from the Visvesvaraya Part Time Ph.D. Program (Fellowship).</i></p>

Item No 6	<p>To discuss and resolve the proposed structure suggested by the Honorable Director for the formation of Fixed Selection Committee for Research Project Staff with a tenure for 1 or 2 years. The proposed composition is as follows:</p> <ul style="list-style-type: none"> •Dean (R&C) or Associate Dean(R&C) – Chairman •Two Faculty Members from Engineering Dept. (Preferably Professor/AssoProf level) – Member •Faculty from Science Dept. (Preferably Professor/Associate Prof level) – Member •PI of the Project – Invitee •AR (Accounts) – Member Secretary(Annexure IX)
Reso. No. 6	<i>It was resolved to continue with the current practice with respect to the constitution selection committee for the Research Project Staff and the subsequent approval of the recommendations by the Director.</i>
Item No. 7	To deliberate and grant sanction (if deemed fit) to the requests/cases from the faculty members or in general, seeking proposed collaboration with the institutes/universities abroad, without any financial liability on the institute. That is, in cases where there are no financial liabilities on the institutes, can an MoU be signed OR can endorsement (sought from the Dean (R&C) as the representative of the institute) be given to go ahead with academic/research oriented collaborative activities within the permissible framework of the institute regulations and without requiring an explicit case specific consent from the Ministry of Education, Govt of India? (Annexure X)
Reso. No. 7	<i>The item was discussed at length and it was agreed upon that the MoU can be signed without requiring any further clearance from the Ministry of Education, GoI, even when the collaborating institute is not from within India. However, it was also resolved that the approval of MoE (GoI) must be obtained, in such cases, if there is any kind of financial implication on the part of the institute.</i>
Item No. 8	<p>To discuss whether to consider such projects – as in which the charges/professional charges/logistic charges/honorarium/institute overhead charges etc. are fixed by the Govt./Semi Govt./Govt. Undertakings/Organizations/Private Industry-based, funding agencies and the tax invoice is demanded by the agency.</p> <p>In addition, there are requests coming in from the faculty members to consider their general handshaking (collaborative academic activities) with the nearby industries as the sponsored research projects; that is aimed to give technical infrastructural support to the laboratories and financial support to the MTech/PhD students. (Annexure XI)</p>
Reso. No. 8	<i>It was resolved unanimously that UNLESS the proposal for any collaborative activities coming from any faculty member with the fees/funding being given by any external agency, involves a specific research problem and/or is research oriented in nature AND the funding/support to conduct research to investigate problems that are research oriented; such proposals shall NOT be considered as Sponsored Research Project. In addition, NO tax invoice is to be issued. The term Professional Fee should be mentioned for such cases.</i>
Item No. 9	To discuss and resolve permitting the issuance of I-card to JRF/SRF (Project Staff) with reference to resolution no. 7 of 4 th ICSR Board Meeting. (Annexure XII)
Reso. No. 9	<i>It is resolved that the I-cards be issued by the section that issues the appointment orders to the JRF/SRF (Project Staff), as per the regulations of the institute.</i>
Item No. 10	To discuss and resolve the inclusion of hourly-basis remuneration to the manpower (experience/fresher) whose services are taken on hourly bases for extending technical/logistical support in the consultancy projects. (Annexure XIII)
Reso. No. 10	<i>It is resolved that the PIs/DRCC/Head of the department be allowed to hire services of the appropriate manpower on hourly-basis remuneration if required.</i>

Item No. 11	To approve the refined process of the requests for signing any MoUs which was earlier approved as item no. 13 in 9 th ICSRB meeting. (Annexure XIV)
Reso. No. 11	<p><i>The following is noted and resolved in addition to (i.e. supplementing) the resolution. No 13 in the 9th meeting of the ICSRB. The supplementary information is as follows:</i></p> <p><i>Following is the process to be followed for an MoU draft - proposed by any member at the institute or by any other external person/agency - to be approved for being signed by the designated signatories of the institute:</i></p> <p>(a) <i>The draft is marked to the Dean(R&C) by the Director/DD or submitted for consideration to the Dean(R&C) by any faculty member.</i></p> <p>(b) <i>The Dean(R&C) studies the draft, reviews it and puts his comments, for being further reviewed by the Institute MoU committee, chaired by the Deputy Director.</i></p> <p>(c) <i>The Dean(R&C), the concerned faculty member (who proposed the draft) and the Registrar or any other office bearer of the institute as deemed fit, may be invited to the sitting(s) of the MoU committee as an invitee member.</i></p> <p>(d) <i>The MoU committee reviews the draft vis-a-vis the comments of the Dean(R&C). Finally, it recommends to the Director whether to go ahead with the draft (as submitted) and the MoU be signed OR suggest changes to the draft that are to be conveyed to the faculty member; after the approval of the Minutes of the Meeting by the Director.</i></p>
Item No. 12	<p>To consider and frame policy for Input GST credit amount and GST TDS credit amount for testing & consultancy projects/ industrial projects.</p> <p>The Institute are receiving various testing & consultancy projects from various Govt./ Semi Govt. /PSUs & Private organizations etc. In many occasion, the Institute has to take the services from outside agencies due to non-availability of infrastructure facilities (i.e. equipment) or expertise within Institute. For such service the outside agencies raising the invoice with applicable GST. Moreover., Institute is also paying GST on total consultancy charges. Hence, Institute is getting Input GST credit of GST amount for such services hired from outside agencies. Therefore, it is proposed to transfer input GST credit to the respective testing & consultancy projects for which services from outside agencies are being hired. Further, at time of transfer of the payment from Govt. organization to SVNIT, Surat for testing & consultancy services, the Govt. organizations deducting 2% GST TDS on basic amount of invoice. However, Institute is paying GST amount to the Govt. on invoice raised by SVNIT, Surat. Hence, Institute is getting GST TDS credit for such invoice. Therefore, it is proposed to transfer input GST TDS credit to the respective testing & consultancy projects. In view of the above, the ICSR Board is requested to frame policy to transfer input GST credit and GST TDS credit amount for testing & consultancy projects/ industrial projects by adopting suitable resolution(s).</p>
Reso. No. 12	<i>The matter was deferred by the board.</i>
Item No. 13	<p>To consider and approve to carry out the testing & consultancy project where the expenditure heads and Institute Over Head component is fixed/decided by the Govt./Semi Govt./Govt. Undertaking Organizations/ PSUs and to frame policy for utilization of Institute Over Head component for such cases.</p> <p>The Institute are receiving various testing & consultancy projects from various Govt./ Semi Govt. & Govt. Undertaking Organizations/ PSUs etc. In many occasion, the expenditure heads and Institute Over Head component is fixed/decided by the Govt./Semi Govt./Govt. Undertaking Organizations/ PSUs and the Institute has to follow the same for taking up such testing & consultancy projects. Therefore, the it is proposed to follow the expenditure heads and Institute Over Head component as fixed/decided by the Govt./Semi Govt./Govt. Undertaking Organizations/ PSUs for taking up such consultancy projects. Therefore, the ICSR Board is requested to approve to follow the expenditure heads and Institute Over Head component as</p>

	fixed/decided by the Govt./Semi Govt./Govt. Undertaking Organizations/ PSUs for taking up such consultancy projects and to frame policy for utilization of Institute Over Head component for such cases by adopting suitable resolution(s).
Reso No. 13	<i>The matter was discussed deeply by the board members and it was unanimously resolved to follow the regulations of Sponsored Research Projects.</i>
Item No. 14	To discuss and resolve whether to grant power of authority to agent for filing/registration of design patent. The request is being received to assign Power of Authority to file design patent, receive all notices, requisitions and communications and to authorize to substitute another attorney to attend hearings (if any) in relation to design, and to authorize to receive all notices, requisitions and communications, and to ratify and to be agreed to ratify all acts and deeds done by the attorney and to revoke all previous authorizations, if any. (Annexure XV)
Reso. No. 14	<i>The matter was discussed and it was resolved to nominate/select an approved panel of patent attorneys of the Institute. The process for empanelment shall be started by the Dean(R&C) office. However, it was also resolved that till the time, the empanelment of patent Attorney is done, such requests shall be allowed with due necessary approvals from the competent authorities of the institute</i>
Item No. 15	To discuss the status of the Legal Vetting of draft IPR policy. (Annexure XVI)
Reso. No. 15	<i>The item was discussed and it is decided to assign the task to two parties (first and second) as mentioned in the submitted note. In case there are more than two vendors quoting the same lowest price or agreeing at the same lowest price, any two of the lot may be selected at random, maintaining anonymity in the process.</i>
Item No. 16	To note the progress review and statement of expenditure for Seed Money/Research Grant for newly joined faculty members for FY 2020-21. (Annexure XVII)
Reso. No. 16	<i>The members noted the statement. The idea to incentivize the interdisciplinary research proposals towards Seed Grant projects was also appreciated. It was noted that though there has been no proposal submitted as of now, in future appropriate counseling and awareness about such projects be spread to encourage submissions.</i>
Item No. 17	To note the status of Seed Money/Research Grant for newly joined faculty members for FY 2021-22 related to invitation of individual/interdisciplinary Project proposals, recurring and non-recurring amount and FC-BoG agenda. (Annexure XVIII)
Reso. No. 17	<i>The item was noted by the board and the efforts put in by the Associate Dean(R&C) – SRP to devise a formal process for the regular evaluation of the progress in such projects. The board also acknowledges with gratitude the services of the experts in all the departments to help review the progress of the seed grant projects.</i>
Item No. 18	To note the status of the following: <ul style="list-style-type: none"> • Various MoUs signed or in pipeline, between SVNIT, Surat and Academic Institute/Industry. (Annexure XIX) • Patents Filed and Granted Department wise. (Annexure XX)
Reso. No. 18	<i>The item was noted by the board.</i>

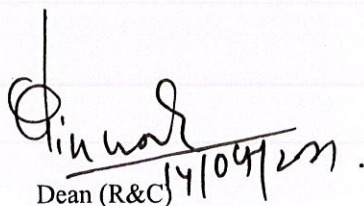
The Chairman ended the Board meeting with thanks to all the members for their active participation.

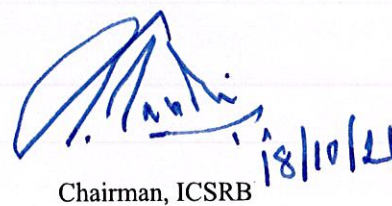

14/10/21

Dr. H. B. Mehta
Secretary, ICSRB

Associate Dean (R&C)

V. National Institute of Technology
Surat-395 007.


14/10/21
Dean (R&C)


18/10/21
Chairman, ICSRB