

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

Minutes of First Meeting and the Adjourned First Meeting of the Board of Governors held on 01.12. 2012

The 1st meeting of the Board of Governors of NIT Meghalaya was held on 1st December, 2012 at 1.30 p.m. in the conference room, IIT Guwahati Guest House and the following members were present:

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| 1. Professor D. K. Basu
Chairman, BOG NIT Meghalaya | Chairman |
| 2. Professor G. Barua, Director, IIT Guwahati
Director, IIT Guwahati | Member |
| 3. Professor Samarjit Sengupta
Electrical Engineering,
Dept. of Appl. Physics, Calcutta University | Member |
| 4. Shri R. S. Solanki
MHRD Representative | Member |
| 5. Professor D. K. Saikia ,
Director, NIT Meghalaya | Member |

Two of the members of the committee, Financial Adviser, Department of Higher Education, MHRD and Mrs. Uma Bhattacharya, Professor, Department of Computer Science, BESU, Shippur could not attend the meeting due to prior engagements. Shri Wallamphang Roy, Managing Director, Power Carriers Pvt. Ltd, Shillong and Shri R. D. Shira, Retd. Director, BRPL could not be present due being unwell.

For want of quorum the meeting had to be adjourned.

As urgent matters were pending, the Chairman decided to convene the adjourned meeting on the same day at 2-30 p.m. as per clause 4(5) of the Statute. As the quorum was still not formed the meeting was held half an hour later than appointed time with the members present.

At the outset the Chairman welcomed the members to the 1st meeting of the Board and agenda for the day was taken up.

Item No. 1 Present Status of NIT Meghalaya:

The Director of the Institute informed the members about the activities of the Institute from its inception to date. The members were also briefed about the Classroom facilities, Laboratories, Hostel accommodation and the recruitment of staff that has taken place after NIT Meghalaya started functioning from Shillong. He also brief the Board on the preparations for shifting of the first two batches of B. Tech students to Shillong from SVNIT, Surat in January.

R1/BOG/1/12: The Board **NOTED** the developments as reported.

Item No. 2 Report on admissions to the B. Tech programme in the Academic Year 2012-13:

The category-wise break-up of the students admitted to the B. Tech programme for the year 2012-13 which is as follows was reported:

	Gen	OPPH	SC	ST	OBC	OBCPH	Total
Seats Available	44	02	13	07	23	01	90
Seats Filled-up	40	01	13	05	17	01	76

R2/BOG/1/12: The matter was **NOTED** by the Board as reported.

Item No. 3 Adoption of First Statutes (framed in pursuant to the NIT Act, 2007):

R3/BOG/1/12: The Board **RESOLVED** that the First Statutes of the NITs (framed pursuant to the NIT Act, 2007) as at **Annex.1(p13-p40)** be adopted as the Statutes of NIT Meghalaya.

Item No. 4 Constitution of Finance Committee as per Statutes:

The members of the Board discussed about nominating two of its members to the Finance Committee of the Institute as per the provisions of the statutes. The members decided to nominate following two members to the Finance Committee:

- a. Prof. Samarjit Sengupta
- b. Mr. Asim Datta (Faculty member nominated to the Board in Item No. 7)

R4/BOG/1/12: The Board **RESOLVED** to nominate Prof. Samarjit Sengupta and Mr. Asim Datta as Board's representative in the Finance Committee of the Institute.

Item No. 5 Constitution of Building & Works Committee of the Institute.

The members were informed about the formation of the Building & Works committee of the Institute with the approval of the ad hoc BOG as per the provision of the Statutes with the following members:

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| 1. Director, NIT, Meghalaya | - Chairman |
| 2. Dy. Secretary, In-charge of NITs, MHRD | - Member |
| 3. BoG Nominee: Shri. L. Roy, Registrar, NEHU | - Member |
| 4. Prof. A. Dutta, Dean, Institute Works, IIT Guwahati | - Member |
| 5. Mr. C. D. Saio, Director (Distribution), MeECL | - Member |
| 6. Mr. S. Bansal, SE, CPWD | - Member |
| 7. OSD(Administration) | - Secretary |

The members were informed that as the Institute does not have a Dean, Planning and Development or similar position at present, Prof. A. Dutta, Dean, Institute Works, IIT Guwahati was taken as the member in that position and Shri L. Roy, former Registrar, NEHU was nominated in the Committee in the slot which is to be nominated by the Board of Governors, Further, as at present there is no Registrar in position, OSD(Administration) was made the Secretary of the Committee.

R5/BOG/1/12: The Board **NOTED** the process of formation of the Building & Works Committee of the Institute as reported and **APPROVED** the nomination of Shri L. Roy as its nominee in the Building and Works Committee of the Institute. The members also agreed that till a Registrar is appointed OSD(administration) may act as the Secretary of the Committee.

Item No. 6 Constitution of the Senate

The Board discussed about the formation of the senate of the Institute. As there are currently no professors in the Institutes the Board gave its consent to nominating three Professors from Institutions in the region to the senate by the Chairman of the Board in addition to the three external members to be nominated as per the Statutes. The Institute being new with small number of faculty members, the Board advised that all the faculty members be invited to the meetings of the Senate while the number remains small. It was felt that this would help in academic growth of the Institute.

R6/BOG/1/12: The Board resolved that three Professors from Institutions in the region be nominated to the Senate by the Chairman of the Board in addition to the three external members to be nominated as per the Statutes.

Item No. 7 Nominating Faculty Members to the Board

The Board discussed the matter of nominating two members of the faculty from the Institute/ from nearby CFTIs and decided to nominate the following persons to the Board:

- a. Professor P. K. Bora, Dept. of EEE, IIT Guwahati
- b. Mr. Asim Datta, Assistant Professor, NIT Meghalaya

The Board further authorizes the Chairman to take decisions in case any changes are to be made regarding these nominations.

R7/BOG/1/12: The Board **RESOLVED** to nominate Professor P. K. Bora, Deptt. of EEE, IIT Guwahati and Mr. Asim Datta, Assistant Professor, NIT Meghalaya as its nominee to the Board and also authorized the Chairman to take decisions in case any changes are to be made regarding these nominations.

Item No. 8 Adoption of Model Recruitment Rules for Faculty of NITs

The Board discussed regarding adoption of the Model Recruitment Rules for the Faculty of NITs as approved by the NIT Council and also the proposal for keeping provision for allowing recruitment of candidates of M. Sc. (Electronics /CS) /MCA background with Ph. D. for relevant engineering departments.

The Board agreed to adopt the Model Recruitment Rules for NIT Meghalaya. The Board opined that that the provision for recruitment of candidates of M. Sc. background with a Ph. D. degree for relevant engineering department already exists. However, for recruitment of candidates of MCA background with Ph. D. in Computer Sc. the proposal needs to be sent to the Ministry for further decision.

R8/BOG/1/12 : The Board **RESOLVED** that Model Recruitment Rules for Faculty of NITs as notified by the ministry be adopted as the Recruitment Rules for Faculty in NIT Meghalaya and the proposal for keeping provision for allowing recruitment of candidates of MCA background with Ph. D. in Computer Science be forwarded to the MHRD, Govt. of India for further decisions.

Item No. 9 Adoption of Model Recruitment Rules for Non Faculty of NITs

The matter was discussed.

R9/BOG/1/12: The Board **RESOLVED** that Model Recruitment Rules for Non Faculty positions of NITs as notified by the ministry be adopted as the Recruitment Rules for Non Faculty positions of NIT Meghalaya.

Item No. 10 Approval of Selection for the Faculty and Non Faculty Positions in the Institute

Sanction from the Ministry has been received for 24 Non-Faculty positions and 22 Faculty positions till date. The Board was apprised of the selection process for the various Faculty and Non Faculty positions which was undertaken by the Institute till date.

The Board also considered the following proposals:

- a. Making appointments at Assistant Professor level against sanctioned faculty positions at higher levels in case suitable candidates are not available at the higher levels since the Institute is in urgent need of faculty.
- b. Appointing urgently needed Group-A staff such as Assistant Registrar on Contract against equivalent or higher sanctioned non faculty positions that are not in immediate need in the Institute.
- c. Appointing staff at the level of Group-C & D on contract based on actual requirement.

R10/BOG/1/12: The Board **RESOLVED** to approve the proposal for-

- a. Making appointments at Assistant Professor level against sanctioned faculty positions at higher levels.
- b. Appointing urgently needed Group-A staff such as Assistant Registrar on Contract against equivalent or higher sanctioned non faculty positions that are not in immediate need.
- c. Appointing staff at the level of Group-C & D on contract based on actual requirement.

The Board further **RESOLVED** that the recommendation of the Selection Committee for various Faculty and Non Faculty positions in the Institute be **APPROVED** as below:

A. For Faculty positions:

1st phase of interviews:

Department	Post	Name of the person selected	Status
Computer Science & Engineering	Assistant Professor	Mr. Dinesh Das	Did not join
		Dr. Alok Chakrabarty	Joined
		Ms. Surmila Thokchom	Joined
		Mr. Dipankar Das	Joined
	Associate Professor	Dr. Ashok S. Sairam	Did not join
Electrical & Electronics Engineering	Assistant Professor	Mr. Asim Datta	Joined
		Mr. B. Barman	Did not join
		Mr. Sanjoy Debbarma	Joined
		Mr. Biswajit Halder	Joined
	Associate Professor	None	None
	Professor	Dr. Tirthadip Ghose	Did not join

Department	Post	Name of the person selected	Status
Electronics & Communication Engineering	Assistant Professor	Mr. P. K. Saha	Joined
		Mr. Banrisken Khonglah	Joined
		Mr. M. K. Nath	Did not join
	Associate Professor	Dr. L. N. Sharma Applied for the post of Assoc. Prof. Was offered the post of Asstt. Prof.	Did not Join
Mechanical Engineering	Assistant Professor	Dr. Agnimitra Biswas	Did not join
		Mr. Subhendu Maity	Joined
Mathematics	Assistant Professor	Mr. T. K. Subedi	Joined
		Dr. Rishi Raj Kairi	Did not join
HSS(English)	Assistant Professor	Dr. Paonam Sudeep Mangang	Joined

2nd phase of interviews:

Department	Post	Name of the person recommended with category	Pay Recommended
Physics	Assistant Professor	1. Dr. Amal Medhi (Gen) Waiting List: 1. Dr. Manash Kumar Paul(Gen) 2. Dr. Prasun Banerjee(Gen)	As per norms
Chemistry	Assistant Professor	1. Dr. Paresh Nath Chatterjee (Gen) Waiting List: 1. Dr. Jayanta Madhab Borah(Gen) 2. Dr. Dhruvajyoti Kalita(Gen)	As per norms
Computer Science & Engineering	Assistant Professor	1. Mr. Nabajyoti Medhi(OBC) 2. Mr. Deepak Kumar(OBC) Waiting List: 1. Mr. Anupam Mandal(SC) 2. Mr. Nagesh Bhattu Sristy(Gen)	As per norms
Electrical & Electronics Engineering	Associate Professor	1. Dr. Gayadhar Panda (Gen)	As per norms
	Assistant Professor	1. Mr. Shaik Affijulla(Gen) 2. Mr. Rakesh Roy(Gen) Waiting List: 1. Mr. Mousam Ghosh(Gen) 2. Mr. Arnab Ghosh(Gen) 3. Ms. Smriti Dey(OBC)	As per norms
Electronics & Communication Engineering	Associate Professor	1. Dr. Anup Dandapat(Gen)	To be appointed as Asstt. Prof. at AGP 8000/- and to be elevated to position of Assoc. Prof. with AGP of 9000/- when he satisfies the experience requirements

Department	Post	Name of the person recommended with category	Pay Recommended
Electronics & Communication Engineering	Assistant Professor	1. Ms. Bishnulatpam Pushpa Devi(Gen) 2. Mr. Vinay Kumar(Gen) 3. Ms. Garima Kapur(Gen) Waiting List 1. Mr. Chevula Venkata Rama Rao(SC) 2. Mr. Sanjiv Kumar Metya(Gen) 3. Ms. Sangeeta Sa(ST)	As per norms
Civil Engineering	Assistant Professor	1. Dr. Comingstarful Marthong(ST) Waiting List 1. Dr. Ajanta Kalita(Gen) 2. Ms. Emili Bhattacharjee(Gen)	
HSS(Management)	Assistant Professor (On contract)	1. Mr. Amal Dev Sarma(Gen) Waiting List 1. Mr. Joshua Balamphang Phanwar(ST)	At Rs. 50,000/- pm (consolidated). May be placed on scale as per norms when sanctioned post is available.

B. For Non Faculty Positions:
1st phase of interview:

Position	Name of the person(s) selected	Status
Executive Engineer	Mr. Dennis Shabong (ST)	Joined
Accountant	Ms. Damelia Jana (ST)	Joined
Technical Assistant (Systems & Computer Sc.)	Ms. Medarisha Hynniewta (ST)	Joined
Technical Assistant (Electrical & Electronics)	Mr. Sushanta Nath (OBC)	Joined
Technical Assistant (Electrical & Communication)	Mr. K. B. Lawphniaw (ST)	Joined
Technician(CSE)	Mr. Bandanlang Wahlang (ST)	Joined
Technician(EEE)	Mr. Bantibok Laloo (ST)	Joined
Technician(ECE)	Mr. Elvis Warjiri (ST)	Joined

2nd phase of interview:

Position	Name of the person(s) recommended	Pay Recommended
Assistant Librarian	1. Mr. Rokester Kharbihkhiew (ST)	As per norms
Assistant Registrar	1. Mr. Bantehsonglong Blahwar (ST) Waiting List: 1. Ms. Dulumoni Kalita (Gen) 2. Mr. Rajendra Kamath (Gen) 3. Mr. Nantu Kma (ST)	As per norms

Item No. 11 Authorization to the Chairman, BOG regarding appointments in the Institute.

The Board discussed the matter and also noted the observation made by one of its member Sri Wallamphang Roy in this regard.

R 11/BOG/1/12: The Board **RESOLVED** to authorize the Chairman to take decision, in urgent situations, on the recommendations of the Selection Committees for appointment to the various posts at the Institute that require the Board's approval.

Item No. 12

Approval for awarding pay in scales to the Assistant Professors who are on contract and regularisation of service of Dr. Paonam Sudeep Mangang

R 12/BOG/1/12: The Board **RESOLVED** to approve the awarding of pay in the scales to the Assistant Professors who are on contract w.e.f. 01.12.2012 as per the new recruitment rules for faculty of NIT and also to **APPROVE** offering a regular position to Dr. Paonam Sudeep Mangang against sanctioned post.

Item No. 13 Adoption of Leave Rules, LTC Rules etc. applicable to the employees of the Institute.

R 13/BOG/1/12: The Board **RESOLVED** to adopt the Leave rules as proposed and also give its concurrence to follow the rules applicable to Central Govt. Employees in cases of LTC, Children Education allowances etc. which are not covered by this rules.

Item No. 14 Medical Facility to the employees and students:

R 14/BOG/1/12: The Board **RESOLVED** to authorize the Director to take a decision in respect of selecting Nazareth Hospital, Shillong as referral hospital for NIT Meghalaya.

Item No. 15

Minutes of the meeting of Ad hoc Finance Committee of the Institute held on 27.04.2012

R15/BOG/1/12: The Board **RESOLVED** to approve the following recommendations of the Finance Committee:

- I. Budget of Rs. 2850 Lakhs for the Financial Year 2012-13[details are at **Annex.II(p-40)**
- II. Authorize the Director for need based recruitment of Non Faculty on contractual

basis.

III. Special incentives to Faculty members and Group 'A' staff

a) Leased accommodation with ceiling as below:

Sl. No.	Position	Ceiling (Rs.)
1.	Professor/ Registrar	15,000/-
2.	Assoc. Professor/ Officers of equivalent grade	12,000/-
3.	Asstt. Professor/ Officers of equivalent grade	8,000/-

b) Salary advance for purchasing furniture and house hold goods, and

c) Re-imbursement of travel expenses and expenses for transfer of goods
[details are at **Annex.III(p-41)**]

Item No. 16 Grant of Special Allowance to Dy. Director/ Deans /Wardens

R16/BOG/1/12: The Board **APPROVED** the payment of Special Allowance to Dy. Director/ Deans/ Wardens as per the directives of the Ministry which are as follows:

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|--------------------------|-----------------------|
| a. Dy. Director | Rs. 4,000/- per month |
| b. Deans | Rs. 3,500/- per month |
| c. Wardens | Rs. 2,500/- per month |
| d. Assoc./Asstt. Wardens | Rs. 2,000/- per month |

Item No. 17 Procurement of Godrej make Furniture

The Board discussed about the difficulties of getting furniture of proven quality in Shillong. Board also considered the proposal of procuring Godrej make furniture from the company/ authorized dealer at the same discounted rates as being supplied to other CFTIs like NITs and IIT in the region.

R 17/BOG/1/12: The Board **RESOLVED** to **APPROVE** procuring of Godrej make furniture at a discounted rate as in the case of IIT and the other NITs in the region.

Item No. 18

Minutes of the 1st meeting of Building & Works Committee of the Institute held on 16.03.2012

R 18/BOG/1/12: The Board **NOTED** the minutes as reported.

Item No. 19 Minutes of the 2nd meeting of Building & Works Committee of the Institute held on 03.11.2012

R 19/BOG/1/12: The Board **NOTED** the minutes as reported.

Item No. 20 **Appointment of Architectural consultant for the Preparation of Master plan of the Permanent Campus of NIT Meghalaya and the Design of the 1st Phase of Constructions.**

R20/BOG/1/12: The Board **NOTED** the detailed selection process of appointment of Architectural consultant for the Preparation of Master plan of the Permanent Campus of NIT Meghalaya and the Design of the 1st Phase of Constructions as reported.

Item No. 21 **Delegation of power**

The board discussed about delegation of power to the various functionaries within the Institute.

R 21/BOG/1/12: The Board **RESOLVED** to approve the delegation of powers as below:

- a. In addition to the powers mentioned in the Statutes, Director will act as the DDO until a full time Registrar is appointed.
- b. OSD (Administration) will function as the Registrar in-charge and shall exercise the powers as mentioned in the Statutes (except as DDO) till a full time Registrar is appointed.
- c. For equipment purchase:-
 - i. Full financial power to the Director within the provisions of budget
 - ii. For issuing purchase orders: Registrar
- d. For approval of Works:
 - a) Up to Rs. 20.0 Lakhs - Director
 - b) Up to Rs. 1.0 Crore - Building & Works Committee(B&WC)
 - c) Above Rs. 1.0 Crore - Administrative approval is to be taken from BOG after approval of the B&WC
- e. For issuing work orders:-
 - a) Up to Rs. 5 Lakhs – Executive Engineer
 - b) Above Rs.5 Lakhs – Registrar

Item No. 22 **Waiving of Tuition Fees of SC/ST Students:**

R 22/BOG/1/12: The Board **APPROVED** the waiving of tuition fee in case of SC/ST students as per the Central Govt. norms.

Item No. 23 Enhancement of Dearness Allowance from 65% to 72% w.e.f. 01.07.2012

R 23/BOG/1/12: The Board **APPROVED** the payment of Dearness Allowance at the rate of 72% w.e.f. 01.07.2012 for the eligible employees of the Institute.

Item No. 24 Holidays for the year 2013

R 24/BOG/1/12: The Board **AUTHORISED** the Director to fix the 3 variable holidays and 2 restricted holidays considering the Holiday list of Govt. of Meghalaya giving due weight age to local requirements.

Item No. 25 Two additional Holidays for Christmas by converting Saturdays as working days.

R 25/BOG/1/12: The Board **CONSIDERED** and **APPROVED** the proposal of converting two Saturdays as working days for providing two additional holidays for Christmas in the Institute.

Item No. 26 Items approved by circulation

Adoption of the Accounts of NIT Meghalaya for the year 2010-2011 and 2011-12

R 26/BOG/1/12: The Board **NOTED** the adoption of the accounts of NIT Meghalaya for the year 2010-11 and 2011-12 as reported.

Item No. 27 Items approved by the Director

R 27/BOG/1/12: The Board **NOTED** the following items approved by the Director.

Appointment of office staff on contract basis:

1. Mr. Vicky Lambertson War, who has MCA degree from Sikkim Manipal University along with a diploma in Finance and Accounts was engaged as supervisory staff at a consolidated salary of Rs. 15,000/- per month for a period of one year w.e.f. 14.03.2012.
2. Mr. Shyamal Chakravarty, who retired as Assistant Registrar (Finance) from North Eastern Hill University, Shillong was appointed as Assistant Registrar on Contract for a period of 1 year w.e.f. 25.05.2012 at a consolidated salary of Rs. 24,000/- per month.

3. Mr. Peaceful Roy Lyngdoh who has a diploma in Civil Engineering was appointed as Junior Engineer for a period of one year w.e.f. 21.08.2012 at a consolidated pay of Rs. 12,000/- per month.
4. Sri Naren Gogoi, as technician (welder) for a period of four months w.e.f. 27.08.2012 at consolidated salary of Rs. 8,000/- only.
5. Dr. P. K. Mitra, who has retired from North Eastern Hill University, Shillong as Asst. Librarian was engaged for an advisory role in setting up the Institute Library offering an Honorarium of Rs. 10,000/- per month for a period of Six months starting from 17.09.2012.

Item No. 28 Any other item with the permission of the chair

Travelling Allowance, Sitting Fee etc. to the Members of the Authorities of the Institute and Other Committees:

R 28/BOG/1/12 The Board **RESOLVED** to ratify the rates of sitting fee for the members of the Authorities of the Institute as approved by the Chairman:

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| a. Sitting fee for statutory committee member | - | Rs. 3,000/- |
| b. Sitting fee for selection committee members for Group A posts | - | Rs. 3,000/- |
| c. Sitting fee for selection committee members for Group B and other posts | - | Rs. 2,000/- |

The Board also **RESOLVED** to **APPROVE** the following:

- a. For travelling allowance and others applicable to the members, these may be commensurate with the positions held by the members or in case of retired persons being member of any committees it would be with respect to the position he or she held before retirement.
- b. Further, for the other committees which are not statutory in nature, the Director of the Institute is authorized to fix the sitting fee on a case to case basis, for the members from outside the Institute, which in any case should not exceed the sitting fee applicable for statutory committee members.

As there were no other items, the meeting ended with a note of thanks to the Chair.

(D.J.Goswami)

OSD(Admn.),NIT Meghalaa