



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND
MANUFACTURING, KANCHEEPURAM CHENNAI-127**

MINUTES OF THE 50th MEETING OF THE BOARD OF GOVERNORS

Date	: 09.07.2021 (Friday)
Time	: 11:00 AM
Mode	: GOOGLE MEET

MEMBERS PRESENT:

1. Prof. S. Sadagopan -- Chairman
2. Shri. B.S. Raghavan -- Member
3. Prof. David Koilpillai -- Member
4. Prof. S. Narayanan -- Member
5. Shri. B. Santhanam -- Member
6. Prof. Banshidhar Majhi -- Member
7. Shri. Krishna G.V. Giri -- Member
8. Shri. A.Chidambaram -- Secretary

LEAVE OF ABSENCE WAS GRANTED:

1. Shri. Jaideep Mishra
2. Prof. Bhaskar Ramamurthy
3. Shri. Hans Raj Verma, IAS

General Discussion:

The Director has explained the initiatives taken by the Institute during the period and explained that the Institute has conducted a vaccination drive in the campus in collaboration with M/s Ramachandra Hospital Porur, Chennai and all the employees except those who should not take the vaccine as per medical norms were administered the dose. The Institute has included the frontline workers like Security, House Keeping and Maintenance staff also in the vaccination Programme. The Board members appreciated the same and the Board instructed the Institute for graded reopening of the Institute in batches by instructing the students to get vaccinated and start coming to the Institute. The Board advised the Institute that it should plan to commence classes by taking all precautions.

BOG-50(2021)-01	Confirmation of the minutes of the 49th meeting of the Board of Governors held on 22nd April 2021		
	The minutes of the 49 th meeting of the Board of Governors held on 22 nd April 2021 was circulated to all members of the Board and no comments were received. <i>The Board of Governors confirmed the minutes of the meeting placed as Annexure "A".</i>		
BOG-50(2021)-02	Action taken report on the minutes of the 49th meeting of the Board of Governors held on 22nd April 2021		
	No.	Subject	Action taken
	BOG-49(2021)-03	Annual performance appraisal of the Faculty	The appraisal report communicated to all faculty. After the pandemic is over, the Institute plans to arrange for sessions motivating the faculty for teaching and research.
	BOG-49(2021)-05	Joining of new faculty	It is informed that Dr. Balachandra Suri selected as Assistant Professor (L-11) in the department of Physics who has sought time till 30 th June 2021 due to pandemic, has informed that he is not joining the Institute. Accordingly, the offer of appointment was withdrawn and cancellation of offer of appointment was issued.
	BOG-49(2021)-08	Regularization of service of Dr. Sudhir Varadarajan, Associate Professor	The order issued for regularization of service of Dr. Sudhir Varadarajan, Associate Professor.
	BOG-49(2021)-09	Declaration of completion of probation of the faculty	Orders issued for declaring the completion of probation of the concerned faculty members.
	BoG-49(2021) -10	Creation of the Department of Sciences and Humanities	Order issued for creation of Department of Sciences and Humanities
	BoG-49(2021) -12	Annual Performance Appraisal for the administrative and technical officers & staff	The annual performance appraisal for the administrative and technical officers & staff will be taken up shortly in the forthcoming months.
	<i>The Board noted the action taken by the Institute.</i>		
BOG-50(2021)-03	To consider the request for relief submitted by Prof. Banshidhar Majhi, Director upon his selection as Vice-Chancellor VSSUT, Burla, Odisha.		
	Prof. Banshidhar Majhi was appointed as the Director of the Institute by MHRD vide order no. F.No. 48-4/2015-TS.I dated 23.06.2017 on contract basis for a tenure of 5 years from the date of assumption of charge. Prof. Banshidhar Majhi has joined the Institute on 26 th July 2017 on deputation from NIT Rourkela. Prof. Banshidhar Majhi had applied for the post of Vice-Chancellor in Veer Surendra Sai University of Technology (VSSUT), Burla through proper channel and has obtained the approval from the Chairman, Board of Governors for attending the interview at the office of the Governor, Government of Odisha.		

	<p>The office of the Chancellor, VSSUT Burla, Rajbhavan Bhubaneswar vide notification no. 6698/SG(HE) dated 28.06.2021 has appointed Prof. Banshidhar Majhi as Vice-Chancellor, VSSUT Burla. In pursuance to the notification, Prof. Banshidhar Majhi has submitted the request for relief on 29.06.2021 from IIITDM Kancheepuram with effect from 31.07.2021 so as to report back to his parent organization (NIT Rourkela) and thereafter to take up the assignment of Vice-Chancellor in VSSUT Burla (Annexure “B”).</p> <p><i>The agenda was taken up for discussion by the Board and at the commencement of the discussion, Prof. Banshidhar Majhi has informed the Board that he has decided not to accept the offer of appointment and he is withdrawing his request for relief from IIITDM Kancheepuram. The Board agreed with his request. However, before preparation of the minutes of meeting, Prof. Banshidhar Majhi has communicated to the Chairman that he is accepting the offer of appointment of Vice-Chancellor at VSSUT Burla and requested for reconsideration of the decision by the Board.</i></p> <p><i>The Chairman Board of Governors has requested him to submit a fresh request letter for relief from IIITDM Kancheepuram and Prof. Banshidhar Majhi has submitted a request letter on 13.07.2021 for relief from IIITDM Kancheepuram with effect from 12.08.2021(FN) so as to report back to his parent organization (NIT Rourkela) and thereafter to take up the assignment of Vice-Chancellor in VSSUT Burla. (Annexure “C”). The Chairman Board of Governors has convened an extended Board meeting with the members on 13.07.2021 to discuss the fresh request received from Prof. Banshidhar Majhi.</i></p> <p><i>The Board discussed the matter and agreed for the request for relief by Prof. Banshidhar Majhi to take up the assignment of Vice-Chancellor in VSSUT Burla and he may be relieved after serving the notice period of three months in the Institute as per the contract executed by him. The Board authorized the Chairman to forward his request for relief accordingly to the ministry for appropriate action.</i></p> <p><i>The Board also authorized the Chairman to request Ministry for making alternate arrangement for the post of Director till a regular director is appointed to the Institute.</i> (Prof Banshidhar Majhi was not part of the deliberation since the matter pertains to him)</p>
<p>BOG-50(2021)-04</p>	<p>To discuss and approve the Annual Report for the year 2020-21</p>
	<p>The Annual Report of the Institute elaborating the activities, achievements and other milestones of the Institute needs to be prepared every year and to be submitted to Ministry of Education (MoE), for laying in the Parliament.</p> <p>Accordingly, the Annual Report of the Institute for the year 2020-21 is prepared and enclosed as an Annexure “D”</p> <p><i>The Board discussed and approved the Annual Report 2020-21 of the Institute for forwarding to MoE for laying in the Parliament.</i></p>
<p>BOG-50(2021)-05</p>	<p>To discuss and approve the Annual Accounts for the financial year 2020-21</p>
	<p>The Annual Accounts for the year 2020-21 were prepared in the prescribed format and submitted to Director General of Audit (Central) Chennai on 28th June 2021 and the audit team has commenced the certification audit from 1st July 2021.</p> <p>The annual accounts needs to be placed in the Finance Committee and in the Board of Governors for consideration and approval and the approval of the same needs to be communicated to the audit office for the issuance of audit certificate. Further, the annual accounts were placed in the finance committee meeting held on 09.07.2021 and the same was examined and recommended by the Finance Committee. The Annual Accounts of the Institute for the year 2020-21 is placed as Annexure “E”.</p> <p><i>The Board noted the observations of the Finance Committee and instructed the Institute to comply</i></p>

the same. Further, the Board also directed the Institute for timely completion of the formalities and forwarding the accounts to the ministry so that the same are laid in the Parliament before 31.12.2021.

The Board approved the Annual Accounts for the financial year 2020-21 of the Institute.

**BOG-
50(2021)-06**

To ratify the reduction of hostel fees due to pandemic for the Jul-Nov 2021 semester.

It is submitted that the hostel fees was reduced in the Jul-Nov 2020 and in Jan-May 2021 semester due to Covid pandemic due to second wave the classes are still happening through online mode and No students except some Ph.D students are staying at the hostel. Taking into account the request of the student / parents and also pandemic situations, in case of hostel fee, for the Jul-Nov 2021 it was decided that

For B.Tech. & DD(1st to 4th Year) Students;

a. To reduce the hostel seat rent from Rs. 3,500/- to Rs. 2,500/- and maintenance charges from Rs. 9,000/- to Rs. 8,000/- .

b. The advance dining charges amounting to Rs. 14,000/- was not collected.

c. Establishment charges of Rs. 1,000/- which is in the form of student fund to meet expenditure of cultural events was not collected to avoid celebration of any group event at this juncture.

In view of above action of the Institute, students and parents are not burdened with immediate payment of Rs. 17,000/- during this semester.

As per our estimate, maintenance charge of Rs. 8,000/- per student for the semester would be sufficient to maintain facilities like water treatment plant, STP, Lifts, Housekeeping, security apart from sanitization of hostel and mess building at regular interval

For M.Tech., DD final year and PhD;

The M.Tech. & Ph.D. students are availing fellowship hence they are exempted only the advance dining of Rs. 14,000 and establishment charge of Rs. 1,000/-.

It is submitted that the fee reduction benefit is passed on to students as on roll in the Institute (1400 students). The total financial burden to the hostel will be as under (excluding the Advance dining charges/establishment charges which is collected as advance and paid as per actual and thereby having no impact on the revenue.)

Description	Reduction of amount per student (in Rs.)	Total financial burden for the Jul-Nov 2021 (in Rs)
HOSTEL		
Seat Rent	1000.00	14,00,000.00
Maintenance charges	1000.00	14,00,000.00
Total		28,00,000.00

Further it is submitted that there is no change in the collection of tuition fees, and the tuition fees are collected on existing rate as of last year. Further, the matter was placed in the Finance Committee meeting held on 09.07.2021 and the same was examined and recommended by the Finance Committee.

The Board discussed and ratified the action taken by the Institute and noted that this fee reduction is applicable for July-November 2021 semester only.

The meeting concluded with thanks to the Chair.

Sd/-

(A. Chidambaram)
Registrar & Secretary

Sd/-

(Prof. S. Sadagopan)
Chairman, Board of Governors