

**MINUTES OF THE 20th MEETING OF THE BOARD OF GOVERNORS OF
NATIONAL INSTITUTE OF TECHNOLOGY CALICUT HELD AT 3.00PM ON
16th OCTOBER 2012 AT HOTEL KADAVU, KOZHIKODE**

Members Present

1. Dr. C. G. Krishnadas Nair Hon. Chairperson, BoG, NIT Calicut	Hon. Chairperson
2. Dr. M. N. Bandyopadhyay Director, NIT Calicut	Member
3. Smt. Uma Pillai IAS Former Secretary to Govt. of India	Member
4. Adv. P.M. Suresh Babu Nominee of the Govt. of Kerala	Member
5. Dr. T.K Suresh Babu, Professor, Nominee of the BoG, NIT Calicut	Member
6. Dr. K. Muralikrishnan, Associate Professor Nominee of the BoG, NIT Calicut	Member
7. Dr. Santosh G Thampi Registrar, NIT Calicut	Secretary

The Hon. Chairperson, Board of Governors, NIT Calicut called the meeting to order at 3.00PM and welcomed the members. The following decisions were taken at the meeting.

Subject	BG20.01 Passing the minutes of the 19th meeting of the BoG
Decision	The minutes of the 19 th meeting of the BoG was approved and passed.
Subject	BG20.02 Report on action taken/ pending on the minutes of the 19th meeting of the BoG
Decision	The BoG noted the report on action taken/ pending on the decisions taken at its 19 th meeting. Regarding item BG19.07, the BoG decided that the present arrangement will continue till the present Registrar submits a request to get relieved from the post.
Subject	BG20.03 Presentation of Annual Accounts for 2011-'12 for approval
Decision	The BoG approved the annual accounts for the year 2011-'12. It also approved the suggestion of the FC that the present practice of booking expenditure incurred towards apprenticeship training under the head of T&P may be discontinued from the next year by creating a separate head for this purpose and resolved that T&P expenses shall be separately accounted.
Subject	BG 20.04 Consideration of the approval of the list of graduands recommended by Senate for award of degrees in the 8th Convocation
Decision	The BoG approved the list of graduands recommended and presented in the meeting by the Senate of NITC for award of degrees of the Institute.

Subject	BG20.05 Reservation for SC/ST – Filling up of backlog vacancies
Decision	<p>The BoG discussed the matter at length and instructed to take necessary steps towards restructuring of non teaching staff positions and simultaneously identify the backlog vacancies of SC/ST. The BoG directed that all eligible non teaching staff will be considered for promotion and permitted to constitute a DPC/ DPCs for this purpose. A meeting/ meetings of the DPC(s) can be conducted and the recommendations of the DPC(s) with respect to date of eligibility of due promotions as per rules may be placed before the BoG for consideration and decision. The results shall be announced only after the whole process including the proposal for restructuring is approved by the BoG/ MHRD. This decision will be applicable to pending promotions including those initiated for filling up of backlog vacancies.</p>
Subject	BG20.06 Rationalization of pay scales of non-teaching staff – current status and future course of action
Decision	<p>The BoG discussed the issue and noted the following facts on the issue of pay rationalization of non-teaching staff.</p> <p>(i) The BoG vide resolution BG17.23 had taken a decision to accept and adopt the recommendations of the 8th Pay Revision Commission of the Kerala Government to the non-teaching staff of CREC/ NITC w.e.f. from the date of its implementation by the Govt. of Kerala and thereafter to map the scales of pay to the central scales, in view of the conversion of CREC to NITC. It was also decided that the same may be implemented within 3 months, if there is no reply from MHRD on the submission made in this regard.</p> <p>(ii) A communication from the MHRD dated 16th March 2012 advised us to withhold implementation of the recommendations of the Pay Anomaly Committee until a response on the same is received from the MHRD.</p> <p>(iii) Even after a revised proposal was submitted to the MHRD based on a resolution of the BoG at its 18th meeting (BG18.04) seeking clearance and repeated requests, a final decision has not been communicated by the MHRD to the Institute although seven months have elapsed since the MHRD communication of 16th March 2012.</p> <p>(iv) The Hon. High Court of Kerala had issued an order in WP(C) No.9971/2007(K), directing MHRD to take a decision at any rate before July 2012. Since no decision was taken, the Court directed an official from the MHRD to appear personally. During personal appearance in the High Court in October 2012, the Court issued an order to decide on the matter within a period of 1month.</p> <p>(v) Just on the day previous to the date of the 23rd meeting of the FC and the 20th meeting of the BoG, a FAX was received from Mr. Satpal Sharma, Under Secretary, MHRD, stating that the matter is still under the consideration of the Ministry of Finance.</p>

	<p>(vi) In a similar case, in a meeting in February 2011 in which the then Special Secretary, and the Additional Secretary and Financial Advisor of MHRD were present, the BoG of NIT Warangal had accepted the demand for implementation of the 8th pay revision of the Government of Andhra Pradesh for its non teaching staff and thereafter to do the mapping to Central Scales (19th BOG meeting of NIT Warangal on 11-02-2011, item 19-5) and decided to implement the same.</p> <p>(vii) The case of NIT Calicut is exactly similar to that of NIT Warangal and both Institutes work under the NIT Act and Statutes.</p> <p>Taking cognizance of the above observations and facts, the BoG accepted the recommendations of the FC to extend the benefit of the 8th Kerala State pay revision orders issued in March 2007 to the non teaching staff of NITC and implement it w.e.f. 1/07/2004 and to map the scale of the non-teaching employees of the Institute to the Central Government pay scales after implementation of the 8th Kerala State pay revision orders. The revised pay may be paid from October 2012 onwards. Non teaching staff will have to submit an undertaking individually stating that excess payment to them in this regard, if any, shall be recovered at any point of time, if any decision to that effect is made by the MHRD in similar cases in other NITs also.</p> <p>The meeting also approved the decision of the FC to initiate and complete the task of preparing a proposal for cadre restructuring by the end of November 2012. This shall be submitted to the FC and BoG for approval. The issue regarding arrears may be taken up after completion of cadre restructuring in a future meeting of the FC/ BoG.</p>
Subject	BG20.07 Constitution of Grievance Committee of non-teaching staff
Decision	Dr. Muralikrishnan requested that this item be deferred since he is discussing the issue with non-teaching staff in a bid to resolve the stalemate. The BoG agreed and deferred the item to its next meeting.
Subject	BG20.08 Fixation of pay for promotion under CAS
Decision	The BoG accepted the recommendation of the FC that permission may be granted to rectify the mistake and allow the benefit of 3% notional increment in pay fixation to the list of faculty members presented in Annexure 1 .
Subject	BG20.09 Cashless Medical Treatment – Proposal for tie up with KMCT Medical College Hospital and other hospitals
Decision	The BoG approved the recommendation of the FC regarding entering into an MoU with the KMCT Medical College Hospital and other esteemed hospitals in Kozhikode, provided they are willing to provide services at CGHS rates, in order to extend quality medical treatment to the staff of the Institute. The BoG also decided to permit staff of the Institute to avail treatment / facilities like room etc at these hospitals at rates higher than CGHS rates, provided they submit an undertaking to the Institute that the excess expenditure incurred in this regard can be deducted from their salary.

Subject	BG20.10 Sanctioning of increments to faculty on contract for higher qualification (M Tech)
Decision	<p>The BoG noted the observation of the FC that the appointment orders issued to faculty members appointed on contract do not have the provision to grant additional increments before regularisation of contract. It approved the recommendation of the FC that the increments due to them for their qualifications can be granted as per rules and based on the terms of the contract appointment once they complete PhD and are regularized.</p> <p>Regarding adhoc faculty recruited on contract basis, the BoG approved the recommendation of the FC that they may register for PhD in NITC if they so desire, subject to satisfying the eligibility criteria. Such adhoc faculty who have registered for PhD in NITC may be allowed to continue beyond their normal tenure of 1year, subject to requirement by the concerned departments and their suitability otherwise. Completion of PhD does not automatically guarantee absorption on a permanent basis.</p>
Subject	BG20.11 Sponsoring faculty for short-term research during vacation
Decision	<p>The BoG approved the recommendation of the FC to permit faculty to perform short term research during vacation at IIT, Gandhinagar (IITGN). The travelling, and boarding and lodging expenses in this regard shall be met from their PDA grants.</p> <p>The BoG also noted the observations of the Hon.Chairperson regarding participation of faculty in International Conferences/ Workshops/ Seminars/ Training etc. held abroad and the recommendations of the FC in this regard. The BoG made the following decisions: (i) Deputation to International Conferences/ Workshops/ Seminars/ Training Programmes etc held abroad will be recommended/ approved only if participation in such events will be beneficial to NITC and the participating faculty from academic considerations. (ii) Deputation will be approved only if such events are organized by reputed Universities and professional associations, societies etc .(iii) Worthwhile and useful International Conferences/ Workshops/ Seminars/ Training Programmes etc should be annually identified by every department and participation in them should be encouraged. (iv) A committee comprising Dean (Faculty Welfare), Dean (Research & Consultancy) and a couple of faculty may be constituted to ensure that the norms/ guidelines are implemented and also to screen the papers/ presentations before these are submitted to ensure that IPR is protected and patentable information is not divulged.</p>
Subject	BG20.12 Delegation of financial powers to Deans and HoDs and enhancement of Imprest
Decision	The BoG approved the recommendation of the FC to accept the proposal for delegation of financial powers to Deans and HoDs, and enhance the imprest to Departments/Centres/Sections as per Annexure 2 .
Subject	BG20.13 Proposal to abolish rule of repayment of stipend and payment of fees for future semesters to issue the certificate during PhD/ MTech program for attending interviews
Decision	The BoG approved the recommendation of the FC that the original certificates need not be collected and retained in the Institute once the admission process is over. Only attested photocopies of the certificates are to be retained in the Academic section of the Institute. The BoG also accepted the recommendation of the FC that in the event of graduate students undergoing MTech or any other Masters program and

	drawing institute scholarship discontinuing the programme, they shall refund the scholarship drawn till the date of withdrawal as their action amounts to denial of opportunity to some other eligible candidate since seats are limited. An undertaking to this effect may be taken at the time of admission. However, research scholars withdrawing from the PhD program need not pay back the scholarship drawn to the Institute as the situation is not as mentioned above in the case of postgraduate students.
Subject	BG20.14 Proposal to setup an Audio-visual Educational Studio
Decision	The BoG too approved the idea of setting up an Audio-visual Educational Studio in principle. It noted the observations and recommendations of the FC on the proposal presented before it. The BoG concurred with the FC in not accepting the current proposal, since it felt that the proposal has to be more comprehensive and detailed. The BoG approved the recommendation of the FC that the Director may constitute a team for drafting a comprehensive proposal in this regard. The team may visit ISRO and educational institutes having well established facilities for this purpose and study the facilities available there before drafting the proposal. The proposal submitted by the team may be deliberated in internal academic forum and refined and thereafter may be placed before the FC and BoG for approval.
Subject	BG20.15 Proposal to engage two clinical psychologists on contract basis
Decision	The BoG approved the recommendation of the FC for engaging two clinical psychologists on contract basis at ` . 20,000 per month. The BoG concurred with the view of the FC that one of these may be a female.
Subject	BG20.16 Request of Dr. V. P. Balasubramanian, Part time Specialist in NITC Health Centre
Decision	The BoG approved the recommendation of the FC that the part time specialist in the NITC Health Centre may be paid a remuneration of ` .3000/- per day of visit (` .2250/- as fee and ` . 750/- towards travelling expenses).
Subject	BG20.17 Converting the Training & Placement Cell to a Department
Decision	<p>The Registrar pointed out that there are some ambiguities in the earlier decisions of the BoG (BG 10.06, BG 11.01) and orders issued in connection with the Department of Training and Placement and the Training and Placement Cell. Dr. T. K. Suresh Babu, Member, BoG, requested that he may be permitted to abstain from the discussions on this item. The BoG permitted him to abstain from the discussions on this item. After detailed deliberations, the BoG approved the following:</p> <ul style="list-style-type: none"> • Training and placement activities for all the students of the Institute will be organized by an Independent “Centre for Training and Placement” • A Professor appointed/ nominated by Competent Authority as Professor (Training & Placement) will be the Head of the Centre. The Head of the Centre for Training and Placement will be at par with Heads of Departments (HoDs) in all matters related to financial powers and the reporting structure will be as that of other HoDs of the Institute. • The Head of the Centre for Training and Placement will be assisted by an Officer (an Asst. Registrar/ Superintendent) and a Student Placement Committee consisting of one student representative from each Department/ School/ Centre/ Graduate Programs and one alumni.

	<ul style="list-style-type: none"> Professor (T & P) will be permitted to move to his parent Department/ School, if he/ she/makes a request to this effect.
Subject	BG20.18 Upgrading the post of Internal Audit Officer
Decision	The BoG approved the recommendation of the FC in this regard and decided to upgrade the post of Internal Audit Officer to the level of Senior Audit Officer of the Indian Audit & Accounts Department in pay band PB-3 with scale of pay ` .15600-39100 with GP ` .5400/-.
Subject	BG20.19 Engagement of a Superintending Engineer on contract basis
Decision	The BoG accepted the recommendation of the FC and decided to engage the services of a retired and experienced engineer (at Superintending Engineer or Executive Engineer level) from the State PWD or any other State Government Department/ Undertaking on contract basis on a monthly remuneration of ` .45,000/- consolidated.
Subject	BG20.20 Extension of the tenure of appointment of the officer employed for implementing one rank one pension scheme
Decision	The BoG approved the recommendation of the FC on the request of the Registrar in this regard and decided to grant extension in the tenure of appointment of the officer employed for working out details pertaining to implementation of the one rank one pension scheme by six months w.e.f.24.09.2012.The Hon. Chairperson, BoG, once again directed that the progress of work shall be supervised by the OSD (Finance) and the Registrar to ensure that the work assigned is completed in time.
Subject	BG20.21 Request to rectify pay anomaly among Assistant Professors on account of sanction of increments for acquiring higher qualification before and after the VI CPC
Decision	The BoG discussed the matter and the observations and recommendations of the FC in this regard at length. The BoG agreed with the FC that there is prima facie an anomaly arising out of difference in the method of fixing increments as per the 5 th and 6 th pay commissions. The BoG agreed with the decision of the FC that the matter be taken up with the NIT Council through the Sarangi Committee.
Subject	BG20.22 Request for revising electricity charges
Decision	<p>The BoG approved the following recommendations of the FC in this regard.</p> <p>(a) Collect electricity charges at domestic rates, as approved by KSERC of the Govt of Kerala, from the permanent employees and at HT rates from all others residing in the campus (hostels, quarters and apartments).</p> <p>(b) Collect electricity charges at HT rates from all other occupants in the college premises including contractors, consultants, executing agencies and departments (other than that of NITC).</p> <p>(c) Cost of diesel for the DG set operated during power cut is to be included when HT rates are worked out.</p> <p>(d) In future, the Director is authorized to implement changes in electricity rates/charges, if any, as and when the KSERC of the Govt of Kerala introduces change in the rates.</p>

	The BoG, in principle, also agreed to operate the DG set round the clock to provide power during power cut/ power failure. Based on the operational cost and manpower availability, the Director is authorized to issue orders in this regard. As an initial step in this direction, it was decided to provide power to the campus using DG set during power cut/ power failure from 7AM to 11PM on all working days and from 6PM to 11PM on all holidays.
Subject	BG 20.23 Request of Shri. T Raghunadhan, Deputy Registrar (S&P), for study leave
Decision	The BoG approved the following recommendations of the FC regarding granting study leave for three months to Mr T. Raghunadhan to complete his PhD programme at NITK, Surathkal. He shall execute a bond as instructed by the Institute authorities in accordance with the leave rules approved by the BoG. The BoG instructed the Registrar to make alternate arrangements so that work is not hampered in his absence.
Subject	BG20.24 Permission to book air tickets for official journeys through agencies other than Balmer and Lawrie & Co. Ltd.
Decision	The Registrar explained the difficulties in availing the services of Balmer Lawrie & Co only for booking air tickets for official journeys on account of the following: (i) Balmer Lawrie & Co. Ltd. does not have an office in Calicut; their nearest office is in Trivandrum. (ii) Often, there is considerable delay in response to our telephone or e mail booking. (iii) Response to changes required on account of last minute rescheduling by Govt. or inability to travel is poor. (iv) Booking is not possible on Saturdays and after 5PM. In view of the above, it was proposed to include two more agencies, UAE Exchange (IIM Kozhikode, another Centrally Funded Institute in Calicut, is availing their facilities) and P L Worldways (CREC and NITC availed their services till 2010) for booking air tickets. The BoG approved the recommendations of the FC in this regard and accepted the proposal.
Subject	BG20.25 Any other item permitted by the Chair
Decision	<p>1. Request to sanction remuneration to officials who are assigned duties in connection with the conduct of BoG meetings</p> <p>The BoG concurred with the recommendation of the FC that expenditure towards such payments, if any, shall be booked against contingent expenses. The BoG approved the recommendation of the FC that a maximum amount of ₹. 5000/- may be utilized towards meeting contingent expenses in connection with the meetings of the FC and the BoG each time.</p> <p>2. Request to reimburse telephone call charges of staff performing duties of PA to Director</p> <p>The BoG noted the views of the FC on the proposal for reimbursement of telephone bills by the Institute. It accepted the recommendation of the FC that the Institute shall identify Officers who have to be provided official phone connections and may provide mobile phones with postpaid connection to them. The numbers of these mobile phones will be identified with the designation of the Officers and will be published in the Institute website. The BoG authorised the Director and the Registrar to decide the officers to be provided with such phones and the modalities of implementation.</p>

3. Request of Smt. C K Kankambujam to rejoin duty after unauthorized absence of 2 years

The BoG approved the observations of the FC regarding the unauthorized absence of Smt C K Kanakambujam for the last 2 years and instructed the Registrar to examine the issue.

4. Request of Dr. Lillykutty Jacob, Professor, Dept. of Electronics and Communication Engineering for reimbursement of travel expenses during sabbatical leave from PDA

The BoG noted the observations of the FC that as per the existing rules and procedures for sabbatical leave, although a person on sabbatical leave is paid salary, there is no provision for payment of travelling allowances during the period of sabbatical leave. The BoG agreed with the recommendation of the FC not to consider the request again as it had already been considered by the BoG in an earlier meeting and rejected.

5. Request to include digital camera under the list of items permitted for reimbursement under PDA

The BoG concurred with the FC in not adding any more items to the list of items permitted for purchase under the PDA norms approved by the BoG for the current block period 2012-2015. It agreed with the FC that this item can be procured in the Departments, if it is found essential.

6. Request of Mohammed Firoz, Assistant Professor on QIP doing PhD in IIT, Kharagpur to reimburse expenditure to attend an International Conference at Cairo, Egypt from PDA

The BoG approved the recommendation of the FC that being an old case for post facto approval, the details of the case must be thoroughly examined and presented and hence the item may be deferred.

7. Request of Dr. A. K. Kasturba, Associate Professor, Dept. of Architecture to approve Post Doctoral Fellowship (PDF) research undertaken at IIT Madras

The BoG did not consider the request since a similar request submitted earlier had already been turned down (BG17.14). It was informed that no documents to substantiate the above have been produced from IIT Madras. Hence the request was rejected.

8. Permission for advertising at rates higher than DAVP rates

The BoG approved the decision of the FC to seek information regarding rates for advertisement in different national dailies – both Malayalam and English – along with the DAVP rates so that these can be compared before making a decision. Hon.Chairperson instructed the Registrar to examine various options and come up with alternatives. Quotations may be invited for advertisement in different editions of these dailies (depending on the item for procurement). Till a final decision is made, wherever funds are likely to be lapsed, advertisement shall be published in the national daily that offers the lowest rate. It also ratified the recommendation of the FC that purchase procedures may be

formulated simultaneously and placed before the FC and BoG for approval.

9. Status of implementation of issues taken up by the NIT Council in the last three meetings

The Registrar briefly presented the status of implementation of issues taken up by the NIT Council in the last three meetings. Issues requiring action include (i) mandatory accreditation of all programs in NITs (ii) cadre restructuring of non faculty positions in NITs, and (iii) implementation of four tier cadre structure for faculty. The BoG took note of the same and instructed to expedite the implementation of these items and report back to it.

10. Status report on ongoing construction work at NITC

The Registrar tabled a status report on ongoing construction work in the campus. The BoG took note of the same and instructed to take necessary steps to expedite the works without compromising on quality.

11. Miscellaneous items

(i) The issue of appointment of Deans was discussed. BoG reiterated that appointment of Deans is the prerogative of the Director. The BoG issued some general guidelines to the Director in this regard.

- He/ she should have completed minimum five years as Professor and should have a minimum period of service of 15 years in CREC/ NITC or any other reputed NITs/IITs.
- He/ she should have been Head of a Department for at least 2years or should have shouldered administrative responsibilities such as Chief Warden, Chairman/ Chairperson (Admissions), Chairman (ETL), Staff Advisor etc
- Except under exceptional circumstances, a person who has held this position for one term should not be considered again.

(ii) Hon. Chairperson expressed the opinion that the Directors of NITs may meet and discuss some of common issues faced by NITs, so that we get to know the status of problems in other NITs and measures taken by them to resolve these problems. Some of these items could be jointly taken up by the NITs with the NIT Council. Typical issues include (i) sabbatical leave and related issues, (ii) PDA norms and related issues, (iii) pay anomaly following implementation of the 6th CPC, (iv) faculty recruitment and promotion, (v) problems of non-teaching staff, (vi) issues relating to purchase and audit etc. Hon. Chairperson suggested that if NITs are able to arrive at some consensus on common issues, this can be presented at the meetings of the NIT Council. This could help to settle many issues in NITs.