



## Minutes

of the **56<sup>th</sup>** Meeting of the

## **FINANCE COMMITTEE**

of the National Institute of Technology Calicut

on Monday, 27<sup>th</sup> February 2023 at 3.00 P.M.

Through Hybrid mode hosted at NIT Calicut





**MINUTES OF THE 56<sup>th</sup> MEETING OF FINANCE COMMITTEE OF  
NATIONAL INSTITUTE OF TECHNOLOGY CALICUT  
HELD ON 27.02.2023 AT 03.00 P.M.  
THROUGH HYBRID MODE HOSTED AT NIT CALICUT**

**Members present**

<b>1.</b>	<b>Shri. Gajjala Yoganand</b> Hon. Chairperson, FC, NIT Calicut <i>(Through Video conference)</i>	Hon.Chairperson
<b>2.</b>	<b>Prof. Prasad Krishna</b> Director, NIT Calicut	Member
<b>3.</b>	<b>Mr.Anil Kumar</b> <b>Director (Finance) , MoE</b> <i>(Through Video conference)</i>	Representing the Member from IFD, MoE
<b>4.</b>	<b>Mr.Indrajith Kuri</b> <b>Under Secretary, MoE</b> <i>(Through Video conference)</i>	Representing the Member from Technical Education, MoE
<b>5</b>	<b>Mr.V.Naushad</b> Nominee of Government of Kerala	Member
<b>6.</b>	<b>Cdr (Dr). Shamasundara M S</b> Registrar, NIT Calicut	Secretary

Secretary informed that the quorum for the meeting is satisfied. The Chairperson, Board of Governors, NIT Calicut, called the meeting to order at 03.00 pm and welcomed the members.

The Agenda points and the decisions taken are enumerated below:-

<b>Subject</b> <b>FC.56.01</b>	<b>Confirmation of the Minutes of the 55<sup>th</sup> Meeting of the Finance Committee held on 05/12/2022 at NIT Calicut</b>	
<b>Decision</b>	<p>The minutes of the 55<sup>th</sup> meeting of the Finance Committee held on 05<sup>th</sup> December 2022 at the Board Room, Administrative Block, NIT Calicut were circulated among the members on 05/01/2023 and the members were requested to send their comments, if any on or before 5 pm on 11<sup>th</sup> January 2023. It was also mentioned that non-receipt of comments from any member within the stipulated time will be taken as agreement of that member to the circulated draft minutes.</p> <p>No comments from any member were received within the stipulated time.</p> <p style="text-align: center;"><b>The Finance Committee confirmed the minutes of the 55<sup>th</sup> FC meeting which is attached as Annexure I</b></p>	
<b>Subject</b> <b>FC.56.02</b>	<b>Report of action taken / action pending on the decisions taken in the 55<sup>th</sup> meeting of the FC held on 05/12/2022</b>	
<b>Decision</b>	<p><i>The FC noted the report of the actions taken on the decisions taken in its 63rd meeting which are as follows:</i></p>	
<b>FC.No</b>	<b>Decision</b>	<b>Action to be taken/Pending</b>
<b>Subject</b> <b>FC.55.03</b>	<p>Consideration of the Minutes of the BWC meeting dated 01/12/2022 that needs the noting /recommendation of the FC</p> <p><i>2022:02:02 - Consideration of proposal for Urgent maintenance works of East wing toilet block in main building including replacing damaged floor tiles.</i></p> <p><i>2022:02:03 - Consideration of proposal for Maintenance works of MBA Hostel eastern block (last block) including interior, exterior painting and toilet renovation.</i></p> <p><i>2022:02:04 - Consideration of proposal for urgent renovation work of toilet blocks at MLH.</i></p>	<p>Work Tendered</p> <p>Work Tendered</p> <p>Work Tendered</p>

	<p>2022:02:05 - <i>Consideration of proposal for urgent maintenance work of 32 Nos Units in the Faculty Apartment Block A</i></p> <p>2022:02:06 - <i>Consideration of proposal for providing roofing for the swimming pool including the renovation of two buildings near the swimming pool</i></p> <p>2022:02:07 -<i>Consideration of proposal of construction of septic tank at Mega Hostel -II (1500 Capacity)</i></p> <p>2022:02:08 -<i>Consideration of proposal for urgent maintenance work of central workshop including replacing AC roof sheet with GI sheet and replacing ceiling sheet, etc.</i></p> <p>2022:02:09 – <i>Consideration of proposal for Maintenance works of SM lab and TE lab of CED including replacement of AC roof sheet with GI sheets and ceiling with calcium silicate board.</i></p> <p>2022:02:10 – <i>Consideration of proposal for maintenance work of old library building including replacement of AC sheet with GI roof sheet and ceiling with calcium silicate board.</i></p> <p>2022:02:11 – <i>Consideration of the proposal for a KSEBL substation for NITC and providing a ring main distribution system at NITC and entrusting the same to KSEBL as a Deposit work</i></p> <p>2022:02:12 – <i>Consideration of proposal for a connecting building between two Administrative buildings in the campus</i></p> <p>2022:02:14 - <i>Consideration of proposal for extension of Consultancy service for Mega Hostel-1</i></p> <p>2022:02:15 – <i>Consideration of proposal for inviting expression of interest for various infrastructure projects in the Institute.</i></p>	<p>Work Tendered</p> <p>Action initiated</p> <p>Work order issued</p> <p>Work Tendered</p> <p>Work Tendered</p> <p>Work Tendered</p> <p>Decision communicated to KSEBL</p> <p>File forwarded to Architecture Department</p> <p>Action initiated</p> <p>Committee formed for preparing EoI</p>
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	<i>2022:02:16- Construction of overhead tank to collect the treated water from the STP at Mega Hostel 2 for gardening purpose</i>	Work Tendered
Subject FC.55.04	Consideration of the proposal for the revision of consolidated monthly remuneration of Adhoc Faculty.	Decision implemented for the new recruitees
Subject FC.55.05	Consideration of the proposal for allocation of funds for the operation of NCC Unit with a total strength of 200 cadets	Decision implemented
Subject FC.55.06	Consideration of proposal for rationalization of categories of Contract staff of the Institute and their remuneration	Decision implemented for the new recruitees
Subject FC.55.07	Consideration of the report of the committee to formulate guidelines for appointing Adjunct Faculty/Visiting Faculty/Professor of Practice /Co-teaching Faculty in various Department/Schools / Centres of NIT Calicut	Decision implemented
<b>Subject FC.56.03</b>	<b>Consideration of the request from Faculty I/c CNC for upgrading the 3Gbps (1:4) BSNL leased internet line to 10Gbps (1:1) BSNL internet lease line</b>	
<b>Decision</b>	<p>It was apprised to the FC that most of the high-speed internet connectivity in the NIT Calicut campus relies on the following internet leased lines</p> <p style="padding-left: 40px;">Single 1 Gbps NKN internet leased line (1:1) Single 1 Gbps BSNL internet leased line (1:1) Single 3 Gbps BSNL internet leased line (1:4)</p> <p>The FC noted that the users in the campus are heavily dependent on the resources available over the internet and expect significant increase in the bandwidth utilization of our campus network due to the following:</p> <ul style="list-style-type: none"> <li>• Purchase of new L3 core switch.</li> <li>• Purchase of new L3 distribution switches.</li> <li>• Plan to use multiple firewalls to remove the current bottleneck due to the old firewall.</li> <li>• Plan to reserve more bandwidth for servers to improve their availability and responsiveness.</li> <li>• General improvements in backbone network (e.g., upgrade of media converters, plans for hostel network upgrades).</li> </ul>	

	<p>It was further apprised that the Office Memorandum (F.No. 19-1/2019-SU-I) of the Department of Telecommunications (Ministry of Communications) dated Oct 12 2020 obtained online states the following:</p> <p><i>"The Government of India has, inter-alia, approved the mandatory utilization of capacities of BSNL and MTNL by all Ministries/Departments of Government of India/CPSEs/Central Autonomous Bodies"</i> and the above applies to "internet/broadband, landline and leased line requirements".</p> <p>The FC further noted that in discussion with BSNL on the requirements, BSNL has proposed an internet leased line of 10Gbps 1:1 traffic pattern. The estimated cost for taking 1:1 internet leased from BSNL with bandwidth of 10 Gbps is <b>₹1,16,82,000 (Rs 1.17Cr approx) per annum inclusive of 18% GST</b>. This is very critical requirement of the Institution and needs to be implemented at the earliest.</p> <p><i>After detailed deliberation the FC recommended to the BoG for granting permission for availing an additional 10Gbps 1:1 Internet Lease Line from BSNL and to disconnect the current 3 Gbps 1:4 internet lease line by meeting the expenditure under OH-31</i></p>
<p><b>Subject</b> <b>FC.56.04</b></p>	<p><b>Consideration of the proposal for purchasing ANSYS Academic Multiphysics Campus Licence with AMC of five year period</b></p>
<p><b>Decision</b></p>	<p>It was apprised to the FC that ANSYS is a versatile software with more than 40,000 customers world over, including top industries and academic/research institutions. REC Calicut/NIT Calicut had some modules of the ANSYS Software with limited tasks and capability spread over at various labs since 1990. Now our campus strength has vastly increased and to make the facility available throughout the campus round the clock for the benefit of Faculty members, Research Scholars and Students, it was decided to purchase a campus wide licence of ANSYS, a few select modules and tasks as per our requirement. After getting the feedback from the campus community about the need, the duly constituted purchase committee for ANSYS Campus Licence had several sittings including with the ANSYS Company. Institute has collected data about similar recent offers of ANSYS to other centrally funded Academic institutions like IITs, NITs etc</p>

	<p>The FC deliberated over the Proposal of ANSYS Academic Multiphysics Campus Licence (with about 4 Teaching modules with 265 tasks , 5 Research modules with 67 tasks) for a Total Cost , Basic price for first year <b>Rs 1,55,00,00/- and</b> Yearly AMC (need to pay beginning of 2nd,3rd,4th and 5th year, Rs 25,00,000/-; Total Purchase value <b>Rs 2,55,00,000/-</b> ( all including of all the taxes).</p> <p>The FC was briefed that the ANSYS software would be extensively used for innovative works and budding entrepreneurs in the Institute. This software would add to improving their design capabilities.</p> <p><i>After detailed deliberation the FC recommended to the BoG for granting permission for purchasing the ANSYS Academic Multiphysics Campus Licence (with Four Teaching modules with 265 tasks, 5 Research modules with 67 tasks) for a Basic price for first year Rs 155 Lakh and Yearly AMC of Rs 25 Lakh (need to pay beginning of 2nd,3rd,4th and 5th year, Rs 25,00,000/- ) with a Total Purchase value Rs 2,55,00,000/- (including the taxes) by meeting the expenditure under PLAN FUND OH 35 and meeting AMC from OH 31</i></p>
<p><b>Subject</b> <b>FC.56.05</b></p>	<p><b>Consideration of the proposal for fixing accommodation entitlement for faculty/staff travelling abroad for professional reasons including attending conferences/seminars/symposia, etc. with Institute permission.</b></p>
<p><b>Decision</b></p>	<p>It was apprised to the FC that the travel entitlement for officers travelling abroad for official reasons is governed by MEA order No. Q/FD/695/1/90 dated 28/03/1995. The order specifies DA rates for various countries. Regarding accommodation, it states that “As regards accommodation, no monetary ceilings have been prescribed for hotel rentals but instead panels of hotels have been drawn up for all the major cities of the world. The officer is required to arrange accommodation in a hotel on the approved panel and claim reimbursement of the actual hotel-room rentals (including service charges, taxes and other charges). For the cities where approved panel of hotels has not been prescribed, the lowest hotel rate for a particular grade of officer in the capital city of the country shall be the ceiling for hiring accommodation in a hotel in such cities. Where the officer makes his own arrangement for accommodation or where accommodation alone is provided free, he shall be granted daily allowance at the rate prescribed for his grade.” However, the hotel rates as prescribed above are</p>

	<p>not available in most cases, and this causes difficulty in deciding the eligible amount for travel.</p> <p><i>After detailed deliberation the FC recommended to the FC for reimbursing an amount equivalent to Pier Diem rates permitted in the country of visit or the actual spending amount whichever is less as the accommodation charges in addition to the eligible per Diem rates.</i></p> <p><i>The accommodation charges shall be debitable from eligible PDA for the faculty and OH-31 for the Non- Faculty members. Accommodation charge shall be reimbursable for maximum stay of ten (10) days only for the approved collaborative research work.</i></p>
<p><b>FC.56.06</b></p>	<p><b>Consideration of the Proposal to commission NITC Benevolent Fund for Staff and family for welfare activities, wellbeing, health and wellness activities, financial support for health conditions of staff and staff family members (spouse and 2 children).</b></p>
<p><b>Decision</b></p>	<p>It was apprised to the FC that in the past that many staff have suffered serious financial losses due to unfortunate accidents or illness or any such calamities to themselves and their family members. Although the Institute and colleagues are putting in best efforts to mitigate the hardships to the unfortunate individuals, seldom it has been observed that the need is completely or satisfactorily fulfilled. The absence of a self- sustaining Institute fund has been felt and efforts are being made now to institute a fund for welfare purposes of the staff and their family members. The Students are supported through Students welfare fund at the Institute and Hostels and covers student’s requirements to a large extent.</p> <p>The key parameters of the Fund are as follows:-</p> <p><b>Utilization of the Fund.</b> The fund shall be utilized for the following purposes, within the defined financial limits:-</p> <ul style="list-style-type: none"> <li>(a) Contribution towards common insurance, health policy/ies.</li> <li>(b) Conduct of programmes of health camps, promoting mental health, medical check up, Yoga, wellness activities and related activities</li> <li>(c) Ex-gratia payments towards serious illness of staff and their family members.</li> <li>(d) Ex-gratia payments towards unfortunate death of the staff.</li> </ul>



(e) Ex-gratia payments towards the shifting of the deceased, conduct funeral/ last rites etc.

(f) Payments towards welfare activities, scholarships etc to Staff and their family members.

(g) Other payments as approved by the Management Committee.

**Management Committee.** This fund shall be administered by an Institute Management Committee comprising the Director (Chairperson), Dy Director, Registrar, Dean(FW), Staff representatives from Faculty, Group A, Group B and Group C with DR or AR handling the Finance and Accounts as Member Secretary.

**The Source of Fund.** An initial grant of Rs 2 Crore from IRG will act as seed money and will be kept as FD. The source of Funds will be :-

(a) Interest earned from the seed grant.

(b) Monthly contributions from the Staff collected through the salary component.

(c) Govt grants for welfare activities.

(d) 0.5% of IRG revenue of the Institute in the previous year (Rs 5 for every Rs 1000 earned in IRG).

(e) Any donations by the staff, alumni, banks, organizations, CSR funds etc.

**Financial Limits.** Various financial limits towards ex-gratia, other assistance, scholarships etc shall be decided by the Management Committee based on the income, anticipated expenditure and other circumstances

It is proposed to obtain income tax exemption for NITC Benevolent Fund under section 80G.

The detailed orders(bye-laws) for the same shall be prepared and reported to the BoG.

The FC deliberated on the issues of necessity of such a fund, recent incidents occurring in the institute, various CGHS schemes available, strength and growth of the Institute, funds requirement, contribution from the staff etc

*After detailed deliberation, the FC recommended the following for the approval of the BoG:-*

	<ol style="list-style-type: none"> <li>1. <i>The NITC Benevolent Fund to be initiated with Rs 2 Crore seed money from the IRG. The interest generated shall act as source of funds</i></li> <li>2. <i>The detailed Bye-laws to be drafted as a proposal and reported to the BoG.</i></li> <li>3. <i>There shall be contribution to this Fund by the regular staff of the Institute. One time opportunity may be given to the existing staff to opt out of the Fund. Any staff opting out of contribution are not eligible for any financial support or other benefits or schemes through this fund.</i></li> <li>4. <i>The financial benefits extended to members is envisaged to cover complete expenses they may borne but shall be restricted to an amount decided by the management committee depending on the funds accrued.</i></li> <li>5. <i>The maximum financial assistance through this fund along with other eligible CGHS, institute insurance policy, any central/state Govt aid etc is to be restricted to the expenditures actually incurred by the claimant staff.</i></li> <li>6. <i>A good measure of welfare, health, wellness activities for the staff and family members may be planned by the management committee.</i></li> <li>7. <i>The decision of the Chairperson of the Management committee (Director) in any related matter is final and binding and bye law shall provide suitable clause for the same.</i></li> </ol>
<p><b>Subject</b> FC.56.07</p>	<p><b>Consideration of the proposal for in-principle approval for search, identify land/buildings on hire, lease or outright purchase to set up the satellite campus/s in Kozhikode, Kochi and Thiruvananthapuram</b></p>
<p><b>Decision</b></p>	<p>It was apprised to the FC that the MoE/ Govt of India has been directing the institute to increase the vacancies of the various courses by 50% in next 10 years. There is a mandate to increase the vacancy of students by 25% in next 5 years ( 5% increase each year) and another 25% in the subsequent five years. Thus the student’s strength is likely to reach from present 7000 to 9000 in next 5 years and 12000 in a decade from now.</p> <p>The infrastructure available at the Institute has already been stretched to its limits. New proposals under HEFA/ OH 35 are also being projected for approval of the MoE. However, due to definite lead time involved with approvals and execution of projects there will be shortage of required infrastructure even when</p>

	<p>these proposals materialize in few years from now. Therefore, necessity has been felt to identify the readily available infrastructure or land for expanding the campus or opening satellite campus. Therefore, in principle approval was sought to search, survey, visit, identify suitable land/buildings on hire, lease or outright purchase to expand the campus and/or set up the satellite campus/s in Kozhikode, Kochi and Thiruvananthapuram.</p> <p>The FC deliberated in detail about the land availability, gincrease in students' strength, staff strength and foreseeable future requirements. The FC acknowledged that there is requirement of additional land, buildings and other infrastructure for the Institute to meet the demands.</p> <p><i>After detailed deliberation, the FC recommended the following for the approval of the BoG:-</i></p> <ol style="list-style-type: none"> <li><i>1. The Institute should request the State Govt to allot additional land for development of present campus and to develop satellite campus.</i></li> <li><i>2. The Director shall form a committee to search, identify, negotiate suitable land, buildings, campuses etc in near NITC / Kozhikode / Kochi / Thiruvananthapuram / in Kerala that can be purchased/ leased for a term more than 20 years.</i></li> <li><i>3. The Institute may negotiate the deal. Specific proposals are to be put up for approval of FC and BoG.</i></li> </ol>
<p><b>Subject</b> <b>FC.56.08</b></p>	<p><b>Consideration of proposal to authorize the Director to take suitable steps towards the implementation of the orders of the Hon'ble HC in a case related to pay, allowances and service conditions of the previous Registrar and to amend the clauses in service agreement of incumbent Registrar accordingly and implement the same with the permission of the Chairman BoG.</b></p>
<p><b>Decision</b></p>	<p>It was apprised to the FC that couple of court cases were filed in the Hon'ble HC of Kerala regarding pay, allowances and service conditions of the Previous Registrar. The Honble' High court has disposed off the cases related to pay, allowances and service conditions and directed the Institute to finalize the matter within the 4 months (which will end in March 2023). The Institute has already initiated actions to resolve the issues and the draft orders are under preparation.</p> <p>The current Registrar, Cdr (Dr) MS Shamasundara joined the Institute on 11 Apr 2022. The Service agreement between the Registrar and the Director was</p>

executed in the month of August 2022. The service agreement has largely remained inoperative, including fixing of pay and allowances due to pendency of the court cases on similar issues as stated above. In the interim, the current Registrar is being paid provisional pay.

In the light of above, following are proposed: -

(a) Permission to empower the Director as per NIT Act, statutes and Govt orders on the subject to issue and implement the orders in the court cases related to the previous Registrar. This would enable closure of pending court cases and avoid contempt of the court.

(b) Permission to amend the clauses in service agreement of incumbent Registrar accordingly and implement the same with the permission of the Chairman BoG.

(c) Continue to pay provisional pay for further period of 3 months and not beyond May 2023.

After detailed discussion the FC has decided to recommend the following to the BoG

Since, the incumbent Registrar's pay and allowances are also involved with the matter, the FC allowed current Registrar and Secretary to recuse from the further discussions.

***The FC did not accept the proposal to empower the Director to arrive at the decisions in the matter of Lt Col Pankajakshan cases. Further FC decided to recommend the following to BoG :-***

- ***The Gratuity is applicable only to employees with more than five years' service in an organization.***
- ***For contract employees, EPF scheme is applicable (NPS is not applicable). EPF employer's contribution can be limited to that corresponding to wages of Rs 15000 per month.***
- ***Pay protection is applicable only to those who join under deputation (not for contract).***
- ***Earned leave encashment is governed by order No. 14028/1/2017 (estt(1) issued by Ministry of Personal Public Grievance and Pensions, Department of Personnel & Training dated 27/06/2017 that it is clarified that persons re-employed after retirement may be governed by***

	<p><b><i>Rule 39(6)(a)(iii) of the CCS (leave) 1972 and said they may be granted leave encashment up to a maximum of 300 days including the period for which encashment was allowed at the time of retirement.</i></b></p> <p><b><i>It was also decided that as there is a potential conflict of interest, the current Registrar must not handle the file regarding the payments due from the former Registrar Lt. Col. Pankajakshan (Retd).</i></b></p> <p><b><i>A Committee with Director NITC as Chairperson and full-time Registrars of two other NITs will look into the audit observations and finalise the financial liabilities to/from the former Registrar Lt. Col. Pankajakshan (Retd).</i></b></p> <p><b><i>In case of pay, allowances and service conditions of the current Registrar Cdr(Dr) Shamasundara, the FC decided to recommend the following to the BoG for consideration/approval</i></b></p> <ul style="list-style-type: none"> <li>• Not to amend the Service agreement at this stage.</li> <li>• In Institutes like IITs (for example, IIT Hyderabad and IISc Bangalore) and in some NITs, Registrars are given pay protection and NPS contribution. The relevant orders may be sought and studied.</li> <li>• A Committee with Director NITC as Chairperson and full-time Registrars of two other NITs as members shall look into the pay and allowance matters of the current Registrar.</li> </ul> <p><b>The FC decided to recommend to the BoG for requesting the Director to take necessary steps to resolve the issues by 30 Jun 2023.</b></p>
<p><b>Subject</b> <b>BG.64.02</b></p>	<p><b>FC.56.09 Consideration of the request from Dr.M.L.Joy, Professor, Department of Mechanical Engineering for medical assistance for Cancer treatment</b></p>
<p><b>Decision</b></p>	<p>It was apprised to the FC that, Dr.M.L.Joy, Professor in the Department of Mechanical Engineering has requested financial assistance for his medical treatment for cancer at MVR Cancer Centre and Research Institute, Kozhikode. As per initial estimate given by the hospital, it is stated that the total cost for the suggested treatment would be around Rs.50 lakhs. M/s.MVR Cancer Centre and Research Institute is one of the empaneled hospitals under the CGHS scheme. On enquiry, M/s.MVR Cancer Centre and Research Institute has informed that the official has been diagnosed to have multiple myeloma and is being planned for chemotherapy with the administration of life saving drugs. The approximate</p>

cost for administering such drugs as provided by the hospital is Rs.18 lakhs and the official will be reassessed thereafter for further treatment.

It was brought out that as per delegation of powers in the CGHS scheme for settlement of medical reimbursement / grant of medical advances, claims exceeding Rs.5 lakhs (worked out as per rate list) are to be approved by the Department of Consultation with the Internal Finance Division.

The FC further informed that as an interim arrangement, the official has been sanctioned Rs.2 lakhs as medical advance.

***The FC decided to recommend to the BoG for approving the expenditure on medical treatment as per CGHS entitlement.***

There being no further points, the meeting was concluded at 04.00 pm with a proposal to thank the Chair.

## Annexure A



### MINUTES OF THE 55<sup>th</sup> MEETING OF THE FINANCE COMMITTEE OF NATIONAL INSTITUTE OF TECHNOLOGY CALICUT HELD ON 05.12.2022 AT 03.30 P.M. THROUGH HYBRID MODE HOSTED AT NIT CALICUT

#### Members present

1.	<b>Shri. Gajjala Yoganand</b> Hon. Chairperson, BoG, NIT Calicut (Through Video conference)	Hon.Chairperson
2.	<b>Prof. Prasad Krishna</b> Director, NIT Calicut	Member
3.	<b>Ms.Veena Dunga</b> <b>Deputy Secretary , MoE</b> (Through Video conference)	Representing the Member from MoE
4.	<b>Dr. Manu R</b> Nominee of the BoG, NIT Calicut	Member
5.	<b>Cdr (Dr). Shamasundara M S</b> Registrar, NIT Calicut	Secretary

Chairperson, Finance Committee NIT Calicut, called the meeting to order at 03.30 pm and welcomed the members.

The Agenda points and the decisions taken are enumerated below:-

<b>Subject</b> <b>FC.55.01</b>	<b>Confirmation of the Minutes of the 54<sup>th</sup> Meeting of the Finance Committee held on 02/09/2022 at NIT Calicut</b>
<b>Decision</b>	The minutes of the 54 <sup>th</sup> meeting of the Finance Committee held on 02 <sup>nd</sup> September 2022 at the Board Room, Administrative Block, NIT Calicut were

	<p>circulated among the members on 18/10/2022 and the members were requested to send their comments, if any on or before 5 pm on 24<sup>th</sup> October 2002. It was also mentioned that non-receipt of comments from any member within the stipulated time will be taken as agreement of that member to the circulated draft minutes.</p> <p>No comments from any member were received within the stipulated time.</p> <p style="text-align: center;"><b>The FC confirmed the minutes of the 54<sup>th</sup> meeting</b></p>
<b>Subject</b> <b>FC.55.02</b>	<b>Report of action taken / action pending on the decisions taken in the 54<sup>th</sup> meeting of the Finance Committee held on 02/09/2022</b>
<b>Decision</b>	<i>The FC noted the report of the actions taken on the decisions taken in its 54<sup>th</sup> meeting which are as follows:</i>
<b>Subject</b> <b>FC55.03</b>	<p><b>FC.55.03</b> Consideration of the Minutes of the BWC meeting dated 01/12/2022 that needs the approval of the BoG</p> <p><i>BWC 2022:02:02 - Consideration of proposal for Urgent maintenance works of East wing toilet block in main building including replacing damaged floor tiles.</i></p>
<b>Decision</b>	<p><b>The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 40.90 Lakhs under OH 31</b> for urgent maintenance works of East wing toilet block in main building including replacing damaged floor tiles. The FC further noted the recommendation of the FC regarding the suggestion reported in the BWTAC meeting to provide adequate facilities for the differently abled people in one of the toilet unit in the ground floor. Shri. A. Mohammed, Superintending Engineer, KPWD suggested the use of FRP doors and antiskid floor tiles for the toilets. The points were well taken.</p>
<b>Subject</b> <b>FC.55.03</b>	<i>BWC 2022:02:03 - Consideration of proposal for Maintenance works of MBA Hostel eastern block (last block) including interior, exterior painting and toilet renovation.</i>
<b>Decision</b>	<p><b>The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 98.49 Lakhs under OH 31</b> for maintenance works of MBA Hostel eastern block (last block) including interior, exterior painting and toilet renovation.</p>



<p><b>Subject</b> FC.55.03</p>	<p><i>BWC. 2022:02:04 - Consideration of proposal for urgent renovation work of toilet blocks at MLH.</i></p>
<p><b>Decision</b></p>	<p><b>The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 79.87 Lakhs under OH 31 for the urgent renovation work of toilet blocks at MLH.</b></p>
<p><b>Subject</b> FC.55.03</p>	<p><i>BWC 2022:02:05 - Consideration of proposal for urgent maintenance work of 32 Nos Units in the Faculty Apartment Block A</i></p>
<p><b>Decision</b></p>	<p><b>The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 95.99 under OH 31 for the urgent maintenance work of 32 dwelling units in the Faculty Apartment Block A.</b></p>
<p><b>Subject</b> FC.55.03</p>	<p><i>BWC 2022:02:06 - Consideration of proposal for providing roofing for the swimming pool including the renovation of two buildings near the swimming pool</i></p>
<p><b>Decision</b></p>	<p>While discussing the agenda, the representative of Dept. of Higher Education, MoE expressed a view that it is not conventional to provide roofs to the swimming pools. It was opined that the proposal for providing roofing to the pool may be kept pending and may be taken up at a later date after collecting sufficient information/justification to support the proposal.</p> <p><b>The FC approved the recommendation of BWC and recommend to the BoG for granting permission to go ahead with the maintenance of the two utility buildings as per the estimate and the same may be budgeted under OH 31. The proposal for provision of roof for Swimming pool shall be studied further and taken up later, if essential.</b></p>
<p><b>Subject</b> FC.55.03</p>	<p><i>BWC 2022:02:07 -Consideration of proposal of construction of septic tank at Mega Hostel -II (1500 Capacity)</i></p>
<p><b>Decision</b></p>	<p>The FC considered the recommendation of BWC about the proposal of going for a septic tank. FC noted the different alternatives came for discussion during the BWC meeting and the explanation of Chairman BWC about the emergency situations which forced the Institute to go for this standby septic tank.</p>

	<p>The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 52.06 Lakhs under OH 35 for the work of construction of septic tank at Mega Hostel -II (1500 Capacity). The FC also noted the suggestion made by Shri. A. Mohammed, Superintending Engineer, KPWD that considering the corrosive environment inside the septic tank and several other factors, it is better to go for a higher grade for the concrete mix. The point was noted for active consideration.</p>
Subject FC.55.03	<i>BWC 2022:02:08 -Consideration of proposal for urgent maintenance work of central workshop including replacing AC roof sheet with GI sheet and replacing ceiling sheet, etc.</i>
Decision	The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 98.43 under OH 31 for the urgent maintenance work of central workshop including replacing AC roof sheet with GI sheet and replacing ceiling sheet, etc.
Subject FC.55.03	<i>BWC 2022:02:09 – Consideration of proposal for Maintenance works of SM lab and TE lab of CED including replacement of AC roof sheet with GI sheets and ceiling with calcium silicate board.</i>
Decision	The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 55.38 under OH 31 for the maintenance works of SM lab and TE lab of CED including replacement of AC roof sheet with GI sheets and ceiling with calcium silicate board.
Subject FC.55.03	<i>BWC 2022:02:10 – Consideration of proposal for maintenance work of old library building including replacement of AC sheet with GI roof sheet and ceiling with calcium silicate board.</i>
Decision	The FC deliberated the recommendations of BWC and recommend to the BoG for approving the estimate for Rs. 51.95 under OH 31 for the maintenance work of old library building including replacement of AC sheets by GI roof sheet and ceiling with calcium silicate board.
Subject FC.55.03	<i>BWC 2022:02:11 – Consideration of proposal for a KSEBL substation for NITC and providing a ring main distribution system at NITC and entrusting the same to KSEBL as a Deposit work</i>
Decision	The FC considered the recommendation of the BWC and recommended to the BoG for granting approval for the deposit work to KSEBL for Rs.460 Lakhs under OH 35 for setting up a 33 kV substation and for providing 11 kV

	<p>ring main distribution system at NITC. It was also recommended to approve the proposal of providing 50 cents of land for setting up the substation and associated control /switching and charging station/ offices.</p> <p>The FC noted the suggestion of the external member of BWC, Smt. Shaji Sudhakaran, Dy CE, Electrical Circle Calicut, to follow up the matter promptly from the Institute so that this important project can be realized at the earliest.</p>
<p><b>Subject</b> <b>FC.55.03</b></p>	<p><b><i>BWC 2022:02:12 – Consideration of proposal for a connecting building between two Administrative buildings in the campus</i></b></p> <p>The FC deliberated over the matter and the recommendations containing different viewpoints including the suggestions made by the BWTAC. The suggestion of the BWTAC to go for a suitable passage for connecting the blocks respecting the character of the buildings and providing additional office space in some alternate locations was noted.</p>
<p><b>Decision</b></p>	<p>After detailed deliberations the FC approved the recommendation of the BWC and recommend to the BoG for granting approval for the project in principle costing Rs 4.7 Crore by meeting the expenditure under OH 35 and suggested for incorporating matching architecture. The FC also noted the suggestion of Deputy Secretary, Dept. of Higher Education, MoE about the proposal should be meticulously laid down indicating whether the connecting passages are required at different floor levels etc.</p>
<p><b>Subject</b> <b>FC.55.03</b></p>	<p><b><i>BWC 2022:02:14 - Consideration of proposal for extension of Consultancy service for Mega Hostel-I</i></b></p> <p>The FC deliberated on the matter and noted the recommendation of BWC. The FC recommend to the BoG for granting extension of Consultancy service for Mega Hostel-I Balance work to M/s Pithavadian and Partners (the existing consultant of the project) is in the best interest of the Institute and at same percentage value. The FC further recommend to initiate the procedure for inviting Expression of Interest for the execution of balance work for Mega Hostel-I.</p>
<p><b>Subject</b> <b>FC.55.03</b></p>	<p><b><i>BWC 2022:02:15 – Consideration of proposal for inviting expression of interest for various infrastructure projects in the Institute.</i></b></p>

**Decision**

The FC deliberated on the matter and the recommendation of the BWC towards the proposal for inviting Expression of Interest for various infrastructure projects in the Institute. The representative of Dept. of Higher Education, MoE suggested that the projects be taken up on a priority basis while fund requirements are sought from HEFA.

The FC also noted that the Chairman BWC put forward a request to consider the Institute in the Window III of HEFA as the Institute is having insufficient IRG to take up these projects under Window I. The FC suggested that the matter may be put up in the forthcoming meeting of the HEFA.

**Subject  
FC.55.03**

***BWC. 2022:02:16- Construction of overhead tank to collect the treated water from the STP at Mega Hostel 2 for gardening purpose***

**Decision**

The FC considered the recommendation of the BWC and considering the urgency of the matter, decided to recommend to the BoG to approve the estimate for Rs. 65.88 lakhs under OH 35 for the construction of the overhead tank.

**Subject  
FC.55.04**

**Consideration of the proposal for the revision of consolidated monthly remuneration of Adhoc Faculty**

It was apprised to the FC that at present the Adhoc Faculty members with Ph.D and Masters qualifications appointed to various departments of the institute are paid a consolidated monthly remuneration of Rs. 50,000/- and Rs. 40,000/- respectively, as per the BoG decision vide BG.No.29.21 dt. 21/11/2015

As the pay scales of regular faculty members in CFTIs were revised wef. 27/10/2017 vide OM No. F. No. 15-4/2017-TC of MHRD dt. 27/10/2017, revision of the monthly remunerations of Adhoc faculty is proposed, so that the remunerations are competitive and sufficient to attract quality manpower into the faculty of the Institute - particularly Ph.D degree holders.

The FC noted the following data pertaining to the honorarium being paid by the various institutions

Sl. No	Name of the Institute	Monthly Remuneration	Year of
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		Ph.D. Qualification	Masters Qualification	Notification
1	NIT Warangal	₹60,000.00	₹50,000.00	2022
2	NIT Andhra Pradesh	₹60,000.00	₹50,000.00	2022
3	NIT Rourkela	₹70,900.00	₹57,700.00	2022
4	NIT Nagpur	₹60,000.00	₹55,000.00	2021
5	NIT Meghalaya	₹65,000.00	₹55,000.00	2022
6	IIT Kottayam	₹65,000.00	NA	2020
7	IISER Thiruvananthapuram	₹75,000.00	NA	2021
8	IIT Kurnool	₹70,000.00	₹60,000.00	2022
9	IIT Kancheepuram	₹70,000.00	₹60,000.00	2022
10	IIT Bhopal	₹70,000.00	₹60,000.00	2019
11	IIT Allahabad	Pay level - 10 as per 7th CPC	NA	2022
12	IIT Kota	₹70,000.00	NA	2022
13	IIT Ranchi	₹70,000.00	NA	2022
14	IEST Shibpur	₹75,000.00	NA	2021

**Decision**

After detailed deliberation the FC decided to recommend to the BoG for enhancing the fixed monthly remuneration of Adhoc faculty members to Rs.70,000/- to PhD. holders and Rs.58,000/- to those who are having Master's Degree but not PhD.

**Subject  
FC.55.05**

**Consideration of the proposal for allocation of funds for the operation of NCC Unit with a total strength of 200 cadets**

**Decision**

It was apprised to the FC that the Institute has made efforts to commence the NCC Unit (Naval) to impart the social responsibilities among the students in addition to other club activities. Though the process of applying and making correspondences with regional NCC Headquarter(s) was commenced from the year 2006, the approval for commencing an NCC Unit has been

materialized in the year 2018. The Institute has been sanctioned with an NCC Unit with strength of 40 Cadets under 9 Naval NCC Unit, Kozhikode. Further, the Institute is obliged to operate the NCC Unit and to provide the necessary facilities/rooms/consumables etc. from its own fund i.e., self-financing category.

The Institute has commenced the NCC Unit with 14 students in the first year and at present; it has 33 cadets in three years. Due to increase in the number of cadets and enhancement in the rate of allowances paid to cadets & other perks admissible to them, it is felt that meeting above expenditure under the students' welfare fund is become difficult as Students' Welfare Fund is already being utilized for other purposes.

In view of the above, the expenditure for operation of NCC Unit (Naval) may be met from the funds allocated under OH -31 to the Institute. The annual budget for every year is approx. 6 lakhs, which may vary in future depending upon any notification from NCC HQ. The FC held 07/02/2022 vide item No.FC.53.06 was recommended the same and the BoG held on same day vide item No.BG.60.06 has approved it.

The FC further noted the submission from the Associate NCC Officer allocating e funds for the operation of NCC Unit with a total strength of 200 cadets which will become a total expenditure of 40 lakhs per year. Suitable office space and two office staff are also be allocated to cater for the expansion.

After detailed deliberations, noting that NCC being one of the prime Nation building & student's personality development activity and keeping long interest of the students, the FC decided to recommend to the BoG to allocate funds under OH-31 for the operation of NCC Unit with a total strength of 200 cadets with total expenditure of 40 lakhs per year. The Cadet Strength is to be increased to in steps, first from 40 to 100 and then 100 to 200. Two office staff are also sanctioned for NCC office under the sanctioned budget. Suitable office space, as deemed fit, be provided by the Director. The budget planning for NCC activities are to be made in advance and sought under OH-31.

**Subject**  
**FC.55.06**

**Consideration of proposal for rationalization of categories of Contract staff of the Institute and their remuneration**

## **Decision**

It was apprised to the FC that the Contract/Adhoc Staff to be employed mainly for two reasons, first due to shortage of regular staff and due to requirement of specialized skills which may not be available through regular staff. As of now there are more than 35 different categories of contract/adhoc staff employed with more than 15 different remuneration packages. The Institute aims to rationalize the contract staff employment.

The FC noted the following Proposal for engaging contract/adhoc staff in the following categories:-

Cat 1. Un skilled : Minimum Education required is below Class 10. No Work experience is mandatory.

Cat 2. Semi skilled : Minimum Education required is Class 10 or ITI and mandatory work experience is less than 5 years. For example MTS other support staff that require Class10 education, Lab Asst/ Technicians with Minimum edn of ITI and equivalent with less than 5 years experience.

Cat 3. Skilled : Minimum Education required is Class 12 or Diploma and mandatory work experience required is less than 5 years. Office Assistants (Minimum Edn Class 12th), Lab Asst / Technicians / Library Asst etc with minimum edn of Diploma with mandatory work experience required is less than 5 years.

Cat 4. Highly Skilled : Minimum Education required is Diploma with mandatory 5 years experience or Degree with 3 years experience.

The Cat 1 to 4 are engaged only if there is a shortage of regular staff in Group C. As far as possible they are to be engaged through Manpower agencies.

Cat 5. Technically specialized staff like Database Administrator, Web Developer, Accountant, Student counsellor etc to be engaged in consolidated remuneration of Rs 30000 or Rs 35000 or 40000 per month based on essential qualifications and experience required for the post. The Cat-5 are engaged only against the sanction of regular posts in Goup B and C. Total number posts in Cat 5 will not exceed 40 and they may be engaged either directly or through manpower agency, as necessary.

Cat 6. Specialized Supervisory roles like Hostel Managers, Career development incharge, HR Managers, Hospitality Manager, Security Officer, Medical Officers, PRO etc to be engaged with Consolidated remuneration of Rs 50000 or 60000 or 70000 per month as per qualifications and experience required for the post. The Cat-6 are engaged only against the sanction of

regular posts in Group A or B. Total number posts in Cat 6 will not exceed 15 and they may be engaged directly for limited durations of 3 to 5 years.

After detailed discussion, the FC decided to recommend to the BoG for rationalization of categories of Contract staff of the Institute and their proposed remuneration.

Cat 1, 2, 3 and 4 : Remuneration equivalent to Minimum wages and other statutory payments payable to daily wage worker in respective categories, as promulgated by the Govt of India from time to time.

Cat 5 : Consolidated remuneration of Rs 30000 or Rs 35000 or 40000 per month based on essential qualifications and experience required for the post.

Cat 6 : Consolidated remuneration of Rs 50000 or 60000 or 70000 per month as per qualifications and experience required for the post.

The vacancies of each category shall be limited to as per the proposal above. All future appointments on contract shall be governed by the limits and conditions approved herein.

**Subject**  
**FC.55.07**

**Consideration of the report of the committee to formulate guidelines for appointing Adjunct Faculty/Visiting Faculty/Professor of Practice /Co-teaching Faculty in various Department/Schools/Centres of NIT Calicut**

**Decision**

It was apprised to the FC that the interaction between academia and industry is very important for the growth of both the sectors. This could lead to germination of new ideas, adoption of latest academic research in industry, and development of new ideas to solve the real-world problems. Further, this may also inspire the students and help them to find new perspectives in the knowledge that they are acquiring. A conscious effort is required to create an environment that facilitates such interactions. These interactions happen via technical discussions, delivery of special lectures, guiding projects, and engaging them for a portion of the regular courses. The structure of these engagements must be flexible and takes into account the varying constraints of the industrial organization and the needs of the academic curriculum. It has been observed that some of the top professionals in industry/research institutions have significant and specialised domain knowledge that is gained by work experience as well as deep understanding and insight in their respective fields. This could offset the requirement of a PhD.



Scope:

Adjunct Faculty or Visiting Professor/Associate Professor/Assistant Professor (may also be referred to as Professor/Associate Professor/Assistant Professor of Practice if engaged from industry) may be assigned suitable tasks from the following (as suitable in the mode of respective engagement), in addition to any additional tasks as decided by the department:

- i. Teach Core/Elective courses in which the person's practical experience and knowledge can add significant value to theory and practice.
- ii. Design, development and offering of new courses relevant to industry.
- iii. Supervise student projects and co-supervise research scholars with a view to adding practical dimensions to their work.
- iv. Be a Joint-investigator in sponsored and Consultancy projects, bringing in significant expertise to match industry needs and expectations.
- v. Assist the department/institute to break new ground with industry in cutting edge research with a view to developing IP and overcoming technological barriers faced by industry in becoming globally competitive and to be a prime mover in taking the institute's research-based industrial consultancy to new levels in quality and quantity.
- vi. Support institute development activities with an industry interface - e.g., sponsored & top-up programs, Chair Professorships, awards and scholarships, CSR funding, projects etc.
- vii. Develop Continuing Education Programmes, undertake outreach activities and conduct extension programmes.
- viii. Lead in organising international multidisciplinary conferences and workshop in collaboration with reputed institutions and industry within and outside the country.
- ix. Encourage students in innovation and entrepreneurship projects and provide necessary mentorship for these activities.
- x. Help to bring more industry sponsored projects, internships, and other interactions of mutual benefit.

Additionally, a Co-teaching mode of engagement is proposed where a few lectures by expert(s) from Industry/reputed Medical Institutions/Hospitals/Professionals in a course will bring practical aspects/latest trends to the theoretical part learned through the course teacher.

Limit:

The post of any such positions, in any mode of engagement, may not exceed 25% of the sanctioned strength and the total number of faculty members

should not exceed the sanctioned strength, if appointed for a period of one semester or more.

**Selection:**

All positions shall be appointed by the Director based on the recommendations of a standing committee. Duration of appointment shall vary between one month to six semesters (3 years) as may be decided by the Institute. Reputed scientists, engineers, physicians, advocates, artists, civil servants, bankers and other professionals, both serving and retired can be inducted for the above faculty positions from outside the Institute. A standing advertisement by the institute inviting expressions of interest with relevant supporting documents may be made available on the institute website. In the advertisement it may be mentioned that the contact person will be the Concerned Head of the Department/School or Chairperson of Concerned Centre. It is expected that any requirement/application for the above faculty positions are first discussed at the department/school/centre level. Department/Centre must clearly specify the usefulness of experience of such candidates in their department/Centre/institute level academic activities. If the department recommends a case for one of the above positions, then the same may be examined by a committee comprising as following:

1. Director/Nominee of the Director – Chairperson
2. Head of Concerned Department/School or Chairperson of Concerned Centre
3. Dean (Faculty Welfare)
4. Dean (Research & Consultancy)
5. Dean (Academic Affairs)
6. Chairperson, Centre for Institute Industry Relations (CIIR) – Convenor
7. Representative of the Senate (nominated by the Chairman, Senate)

Chairperson CIIR will consolidate applications received from the various departments/schools/centres and process it further with the help of the above committee. The Director may also invite an eminent personality for engaging in any of the modes described below without an application but based on the recommendation of the above committee upon evaluating his/her resume if any such request is made from an academic department/centre.

**Modes of engagement, eligibility and remuneration:**

1. Visiting Faculty:
  - a. Eminent scientists, engineers, other professionals working in renowned R&D organizations and faculty members in other academic

institutions holding permanent post could be invited as visiting faculty: In this mode of engagement, the visiting faculty would spend full time in the Institute interacting with faculty members and students. The visiting faculty positions can be offered at Assistant/Associate/ Professor levels based on qualification and experience. The number of contracts may be limited to one per semester. Retired persons also may be considered in exceptional cases.

- b. Duration of visit: 1 month to 3 years.
- c. Eligibility: Qualifications and experience will be similar to those of regular faculty, i.e. the person must possess PhD and minimum of 3/6/10 years of post-PhD research/industrial experience in the relevant domains at reputed organisation for Visiting Assistant/Associate/Professor levels respectively.
- d. Remuneration: The remunerations/honorariums for each of these positions will carry consolidated monthly salary commensurate with the salaries of equivalent regular faculty positions. Consolidated monthly Honorarium, of Rs. 1 Lakhs (Visiting Assistant Professor), 1.5 Lakhs (Visiting Associate Professor) and Rs. 2.00 Lakhs (Visiting Professor) is suggested by this committee (1500/2000/3000 USD respectively for Foreign nationals).
- e. Other benefits:
  - i. Support for return travel in economy class (or AC train fare) within India (International travel subjected to case-to-case approval).
  - ii. Accommodation, depending on availability, on payment basis
  - iii. Office space with computer, telephone and internet
  - iv. Identity card and library access
  - v. Medical facility (OPD) at the Institute dispensary/ Local referral to hospitals
  - vi. An allowance up to INR 50,000/- for purchasing books, and expenses for attending conference in India and membership fee during the tenure.

## 2. Professor/Associate Professor/Assistant Professor of Practice

Categories of Engagement;

- i) Funded by Industries

- ii) Funded by NITC with our own resources
- iii) On Honorary basis

a. Eminent persons from the industry may be engaged as Professors of Practice who would be expected to enrich the experience of students by bringing deep understanding and appreciation of the best practices as applied in real world settings in a particular field of study. Additionally, they would help promote the integration of academic scholarship with the practical experience of professionals in a given field.

b. Duration of visit: 6 months – 3 years.

c. Eligibility: Candidates should have reasonable (typically 10-15) years of managerial or professional experience and should have worked in a senior management position such as CEO/CTO/Vice President/Director for a reasonable period. They should have at least a master's degree in Engineering/ Sciences/ Humanities or a related field. Ph.D. is desirable but not essential. However, a lack of Ph.D. must be offset by demonstrated domain knowledge, obtained from deep experience in the respective field. Depending on the years of experience, the person may be offered the position of Professor/Associate Professor/Assistant Professor of Practice.

d. Remuneration: The remunerations/honorariums for each of these positions will carry consolidated monthly salary commensurate with the salaries of equivalent regular faculty positions. Consolidated monthly Honorarium of Rs. 1 Lakhs (Assistant Professor of Practice), 1.5 Lakhs (Associate Professor of Practice) and Rs. 2.00 Lakhs (Professor of Practice) is suggested by this committee (1500/2000/3000 USD respectively for Foreign nationals). For Caterer (iii) recommended honorarium Rs 7000 per day, with a minimum of 2 hours of engagement.

e. Other benefits:

- i. Support for return travel in economy class (or AC train fare) within India (International travel subjected to case-to-case approval)
- ii. Accommodation, depending on availability, on payment basis
- iii. Office space with computer, telephone and internet
- iv. Identity card and library access
- v. Medical facility (OPD) at the Institute dispensary/ Local referral to hospitals

- vi. An allowance up to INR 50,000/- for purchasing books, and expenses for attending conference in India and membership fee per annum during the tenure.

3. Adjunct Faculty:

- a. An expert from industry/research organization would like to visit the Institute for a short duration at regular intervals over a long period. This mode of engagement causes minimal disruption to the professional activities of the expert. In this mode, the visiting expert would be able to deliver a few lectures or engage in meetings with faculty members and research scholars on research topics relevant to industry. The topics and scheduling of these lectures will be decided jointly by the Adjunct faculty and his counterpart faculty members. The counterpart faculty will also teach the subject and deliver the remaining lectures. The Adjunct faculty will also be associated with the setting of examination papers and the general work of evaluating students' performance in the subject the teaching of which he/she is associated with.

- b. Duration of visit: Between 1 month – 3 years (total visit may be 10 to 12 days per year).

- c. Eligibility: Persons working in industry/research organizations in product design and technology development with qualifications and experience of regular faculty, except that a PhD is desirable but not essential.

- d. Remuneration: Per day/Per Lecture consolidated honorarium maybe paid. This committee suggests Rs 7000 per day, with a minimum of 2 hours of engagement.

- e. Other benefits:

- i. Limited support for return travel in economy class (or AC train fare) within India

- ii. Lodging and Boarding for the days of stay at suitable transit accommodation/guest house is to be provided by the department

- iii. Identity card and library access

- iv. Medical facility (OPD) at the Institute dispensary/ Local referral to hospitals

4. Co-teaching Faculty:

- a. One of the ways, deviating from the above three modes of engagement, by which the institute can handshake with industry is to enlist the support of industry experts/other experts in the field in teaching and evaluation of part of course in the institute. Co-teaching by which 10 –

15 lectures, subject to a maximum of 1/3rd of the contents in a course, delivered by experts from industry will bring practical aspects into the class thus enriching teaching and learning. It is encouraged to conduct such co-teaching classes through hybrid mode as far as possible. The course faculty from NITC side and the students will gather in lecture hall where the industry expert will deliver lectures online. The selection procedure maybe simplified in which industry expert(s) may be proposed by a course faculty to the Chairperson-CIIR including the resume of the expert and a clear course plan, consent with recommendations from concerned HOD/Centre-Chairperson. With the further recommendation from the Chairperson-CIIR, Director may approve the engagement of Co-teaching faculty member(s) from the industry/profession for the specified course. Course plan and class schedule must be ratified by the class committee. Objections, if any, by the class committee may be reported to the Director through Chairperson-CIIR for appropriate action.

- b. Duration of engagement: 1 Semester (total lectures by all Co-teachers in one course may not exceed 1/3rd of the total number of lectures in the course engaged), in general.
- c. Eligibility: Persons working in industry organizations in product design and technology development with adequate experience in industry, Physicians and other established Professionals, serving as well as retired.
- d. Remuneration: Per day/Per Lecture consolidated honorarium maybe paid. As preapproved norms by the BoG, the committee suggests Rs 7000 per day, with a minimum of 2 hours of engagement, with a maximum about Rs 40,000/- per course. Exceptional cases where we do not have enough expertise, the number of experts and the total limit can be increased with the permission of the Director on the recommendation of the duly constituted committee.
- e. Other benefits:
  - i. Online lectures in hybrid mode is encouraged as far as possible. Therefore travelling allowances are not allowed. Special cases may be considered with the approval of the Director.
  - ii. Lodging and Boarding for the days of stay at suitable transit accommodation/guest house is to be provided by the department if a visit to campus is required.

The emoluments mentioned in all modes of engagement mentioned above are inclusive of applicable taxes. Services of distinguished Alumni may be utilised especially in the last two modes of engagement as far as possible, and they may be even happy to offer it free to the Alma matter. This will promote more involvement of distinguished Alumni in our curriculum, syllabi revisions and our pursuit towards academic excellence.

### Teaching

Generally, faculty selected in all modes of engagement above (except Co-teaching, where bringing practical aspects to any course is desired) do not teach established core courses, except when there is a dearth of permanent faculty; rather they are expected to teach only courses directly related to his/her specific expertise and unique professional experience. These are generally courses that cannot be offered except through engagement of such faculty. He/she may also contribute to the institutes instructional programs by advising students and helping to develop innovative new courses. These activities would necessarily revolve around their extraordinary domain skills and practical experience. While the faculty engaged in any of the modes mentioned in this document need not teach a formal course, meaningful contributions to the institutes instructional program are always required and must be documented. They are also expected to serve as members to Department Advisory Boards, mentors to faculty and/or undergraduate and post graduate students, helping students network, and providing internship and job opportunities.

### Research

The Visiting/Adjunct/faculty of Practice may lack a traditional academic background, and they are not expected to contribute to the institute's research and creative mission by participating in traditional scholarly activities (i.e., they are not expected to conduct independent research and/or publish in peer-reviewed journals). Instead, they may advise faculty on their research projects, serving as a liaison between the institute and the industry or government entities to identify research and/or funding opportunities, or by working with faculty to identify research projects that would benefit private industry and/or government entities. However, scientists from scientific laboratories of Government of India may be appointed as Adjunct/Visiting Professors to lead research, associated with the research areas in the institute without payment of wages/honorarium. In such event no travel allowance etc. will be paid.

Other

The candidate's contributions to teaching, research and services must be articulated at the time of appointment and the appointee's actual contributions in all four areas must be evaluated at the time of reappointment and advancement. The engagement may be terminated if an interim assessment finds lack of performance.

Even as the scope of the committee is to formulate guidelines for engaging adjunct faculty for teaching, research and industry collaborations, we would like to suggest providing our permanent faculty members sabbatical leave with increased flexibility and encourage them to avail the same to maximise mobility of faculty to industries and research institutions.

After detailed deliberation the FC decided to recommend to the BoG that the report of the Committee to formulate guidelines for appointing Adjunct Faculty/Visiting Faculty/Professor of Practice/Co-teaching Faculty in various Department/Schools/Centres at NIT Calicut subject to remuneration and other financial implications are to be adopted as per the Govt of India policy/guidelines on the subject.

## Section 2

### (Items for Reporting)

**FC 55.08 Report of the items approved by the BWC held on 5/12/2022**

**Subject  
FC 55.08**

**2022:02:13 – Reporting of status of arbitration case between ERA infra and NIT Calicut regarding the construction of Mega Hostel-I and current status of work**

#### **Decision**

***The FC noted that the arbitration procedure was completed and the award on arbitration petition was pronounced on 14.11.2022 which is in favour of the institute and the petition was disposed – off with costs. The FC expressed satisfaction on the matter of the Institute winning the arbitration case.***

There being no further points, the meeting was concluded with a proposal to thank the Chair.