

**MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY, JAIPUR
(Deemed University)**

MINUTES OF THE THIRD MEETING OF THE BOARD OF GOVERNORS

The third meeting of the Board of Governors was held on Monday the 17th November, 2003 at 2.00 P.M. in the Conference Room of the MHRD, New Delhi. The following members were present:

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| 1 | Dr. H.C.Pande | Chairman |
| 2. | Shri V.S.Pandey
Joint Secretary (Technical)
Government of India
Ministry of Human Resource Development
New Delhi | Member
(Nominee of MHRD) |
| 3. | Shri V.S.Singh
Secretary
Technical Education Department
Government of Rajasthan
Jaipur | Member
(Nominee of the State Govt.) |
| 4. | Dr.C.P.Srivastava
Educational Advisor
BIT, Noida | Member
(Nominee of the UGC) |
| 5. | Dr.S.K.Jain
Reader in Metallurgical Engineering Dept.
MNIT, Jaipur | Member |
| 6 | Prof. Ashok K. Jain
Director
MNIT, Jaipur | Member Secretary |

Dr.R.S.Sirohi, Director, IIT, New Delhi expressed his inability to join the meeting due to preoccupations and his observations were placed before the BOG while taking the Agenda items for discussions. Shri A.K.Chhatwani, Executive Vice-President, M/s. Larson & Toubro Ltd., Mumbai expressed his inability to join the meeting.

The Chairman welcomed all the members to the 3rd meeting of the Board of Governors. The following agenda items were discussed and decisions taken:

1. **To confirm the minutes of the second meeting of the Board of Governors held on 21st June,2003.**

The minutes were confirmed. The observations of the Joint Secretary (T) MHRD on items 4.1 and 4.5 were taken up. It was clarified that the item No.4.1 of the minutes was deferred only due to absence of relevant orders by the MHRD till the last Board meeting. Now the orders to this effect have been issued by the MHRD.

As regards the item No.4.5, members expressed the following views on different sub -items:

- (a) The promotion should be made strictly on the basis of qualifications, merit and satisfactory performance and after proper job training, wherever required.
- (b) A policy be framed for all NITs regarding issue of liveries, shoes etc. to non-teaching employees for which MHRD may be requested to take necessary action.

With the clarification that the liabilities in question are not of permanent nature and the appointment can be terminated at any time, the Board approved sub items (c) & (d) as under:

- (c) The appointment of Medical Officer on part time basis @ Rs.8000/- per month.
- (d) Increase in the rate of part time allowance in the case of Homeopathy Doctor on part-time basis and Lady Doctor on part time basis.

With the above observations & clarifications item 4.5 was approved.

2. **To note the action taken on the decision of the Board of Governors at their 2nd meeting held on 21.6.2003.**

The action taken report was perused and noted. Arising out of the discussions, it was further decided that :

- (i) Hiring Services may further be reduced by 50%.

- (ii) Estate should be placed under the direct control of Campus Administrator,
- (iii) a summary of the feed back forms from students about each course be circulated to all the members of the BOG in the next meeting.

3.1 To consider the minutes of the 2nd meeting of the Senate held on 26.09.2003.

The minutes of the second meeting of the Senate were confirmed.

3.2 To consider the reorganization of teaching posts

The Board deliberated on this issue in great depth including teaching load and the arrangement of guest faculties. It was felt that more data is required before taking a final decision. In the meantime, it was decided to advertise the following positions in order to improve the quality of teaching.

Name of Department	Reader	Lecturer
1. Computer Engg. & Information Technology	2	5

3.3 To consider the reorganization of Non-teaching posts.

The members expressed a serious concern on the very large number of non-teaching employees. The members were appraised of the prevailing situation and the efforts made so far including the difficulties. The members appreciated the efforts made to reduce the non-teaching staff and perused the proposal under consideration.

The Board decided to abolish the 80 posts & transfer the existing staff of 9 abolished posts to equivalent existing posts in the Institute purely temporarily.

It was decided to maintain 1:1.5 ratio between the teaching and non-teaching staff, suitable proposal be brought before the BOG.

It was pointed out by the Chairman that existing staff on non-teaching posts lack qualifications and training required for the job being held. For some unexplained reasons promotion from Class - IV category to Class III post of Technicians and Foremen were made in spite of total lack of qualifications

required for the job in question. Consequently the Institute is faced with a situation where sophisticated and expensive equipment is to be handled by totally un-suitable persons. Thus a few suitably qualified and trained technical staff are absolutely necessary to run the laboratories and workshop properly and therefore the Board should approve such posts in view of the dire necessity.

The proposal to create new posts was not approved however it was decided that only where absolutely essential contract appointment could be considered.

The Board noted ceiling on non-teaching salaries etc. at the level of RE 2000-2001 for Financial Year 2003-2004 by the MHRD. It was reported that due to various reasons primarily court cases the actual expenditure would be around Rs.417 lakhs against a ceiling of Rs.381. The Board desired that the Institute may submit the reasons for exceeding the expenditure from Rs.381 lakhs to tentatively Rs.417 lakhs during financial year 2003-2004. The information should be compiled and placed before the next meeting of the Finance Committee.

3.4 To consider the appointment of two experts on the Selection Committee under CAS as well as for direct selection.

The BOG authorized the Chairman of the BOG to nominate two experts on behalf of the BOG from a list of experts from various IITs, NITs and national research labs. to be prepared by the Director.

3.5 To consider the matter of Pension Scheme existing in the Institute.

The members were apprised of the complete background and status of the pension and PF scheme in the Institute. They were informed that the Government of India has recently appointed a Committee and have asked all NITs to submit the required information by 20th November,2003.

In view of the above, it was resolved that the commutation and enhanced D.A. etc. to retired employees be kept in abeyance till the decision is taken by the MHRD.

- 3.6 **To consider the special voluntary retirement scheme for the Non teaching staff.**

The item was deferred

- 3.7 **To consider the Annual Report of the Institute for the year 2001-2002.**

The Annual Report and Audited Accounts 2001-2002 were perused and approved.

- 3.8 **To consider the Income & Expenditure Accounts, Receipt & Payments and Balance Sheet for the year 2002-2003 before placing it to the A.G. for inspection.**

The Income & Expenditure Accounts, Receipts and Payment Accounts and Balance Sheet for the year 2002-2003 were approved with the following observations that the Pension PF Trust Fund should not be shown under the Endowment Fund.

Resolved that it should be sent to the A.G. for an early audit.

- 3.9 **To consider the special audit report submitted by the Local Self Government for the period from 1st April, 1998 to 31st March, 2001.**

The members perused the audit report and reply to the various observations. They expressed serious concern on the state of affairs of the Institute. The members were apprised of the various steps undertaken since the last Board meeting to streamline the accounting procedures, purchase and stores sections.

The Board approved the reply of para 6, 7, 8, 10 and 11. It directed that the reply to remaining paras 1 to 5 and 9 be prepared and finalized within one month.

- 3.10 **To consider payment of remuneration for examination related works.**

The item was deferred

- 3.11 **To consider the provision of liveries to the Institute employees.**

The members were apprised of the existing provisions in the Institute, IIT. Roorkee and Govt. of India. It was brought out that there is considerable variations. They noted the liveries to the staff of the Institute currently under the

purchase process for financial year 2003-04. It was resolved that no further order be processed till the issue of liveries is decided at the level of MHRD for all NITs uniformly.

Further it was decided that Rain Coats and Umbrellas need not be purchased.

3.12 To consider renaming of the MNIT to NIT, Jaipur

The members were apprised of the prevailing confusion among the parents and students regarding the separate identity of NITs and MNIT. The urgent need to take a decision was highlighted in view of the ensuing convocation.

Resolved that the MHRD be requested to take an urgent decision in this regard so as to maintain uniformity among all NITs.

3.13 To consider the working days and timings of the Institute.

The Board decided that the working hours of the Institute be uniform for the faculty & staff. The present timings from 8.00 AM to 5.00 PM with one hour lunch break, five days a week was approved. It was also decided that for essential services timings may be modified in view of the work requirements subject to a total of 40 working hours per week.

3.14 To consider getting the MNIT land released from the Forest Department, Government of Rajasthan.

The Board was informed of the plantation done on the Institute land by the Forest Department some time back without the approval of the Board of the then Regional Engineering College and without the approval of the Government of India. It was decided that the Institute may approach the Secretary, Forest Department Government of Rajasthan and explain the matter so that the Institute could go ahead with its development plans and utilize the land as required.

- 3.15 To consider Admission Fee from SAARC candidates at par with Indian students.**

Resolved that the Institute may refer the matter to MHRD for clearance in reference to fax dated 27.8.2003 from Embassy of India, Kathmandu & letter No.F.5.21/2000-4.1 dated 7th June,2002 from Joint Secretary, (HE), MHRD, New Delhi.

- 3.16 To consider changing designations of Administrative Wardens and Mess Wardens.**

The BOG approved the change in designations to wardens and assistant wardens. Both the wardens will be jointly responsible for both hostel and mess affairs.

Further resolved that Readers should be appointed as Wardens and lecturers as Assistant Wardens as far as possible.

- 3.17 To consider the recommendation of the Advisor (Estate) regarding disposal of unusable steel shutter doors of Hostel No.8.**

The item was approved.

- 3.18 To consider the extension of the terms of the C.A. for physical verification of the Stores of the entire Institute.**

The members were apprised of the stock verification work carried out by M/s. Taparia & Associates so far. The salient features of their report were discussed.

Resolved that M/s. Taparia & Associates be asked to complete the remaining work at the earliest at a total honorarium of Rs.1.75 lakhs.

- 3.19 To review the progress of projects under MODROB, R&D, TAPTEC Scheme of Government of India.**

The progress of the projects was noted.

- 3.20 To consider the payment of advocate for filing the cases in the court about the land matters.**

The item was approved.

- 3.21 To consider the adoption of orders issued by the MHRD.**

The Board resolved to adopt the three MHRD office memoranda No. F.20-11/2003-TS.III dated 12.11.2003, F.20-11/2003-TS.III dated 12.11.2003 and F.20-46/2003-TS.III dated 09.11.2003. All these rules will be made applicable from the date/month, as applicable, of the Board meeting, i.e. 17.11.2003.

- 3.22 To consider the agency for entrance test for admission to MBA Programme**

Resolved that the MBA admissions if any for 2004-2005 onwards should be made through JMET conducted by IITs purely on JMET merit.

- 3.23 To consider the service termination of Shri C.P .Gupta, Lecturer in Electrical Engineering.**

The Board approved the termination of the services of Dr. C.P .Gupta vide letter dated 5.11.2003.

- 3.24 To consider the internal security at the Administrative Wing.**

The matter regarding internal security for the Administrative Wing was discussed and for which up to a sum of Rs. 2.00 lakhs per annum was approved.

- 4.1 To note the appointment of Head of the Department of Mathematics, Electronics & Communication Engineering, Civil Engineering, Campus Administrator and Chartered Accountants for Physical Stock verification.**

The items were noted.

- 4.2. To note various court cases related to service matters till date.**

The item was noted.

- 4.3 To note various court cases related to land matters till date.**

The item was noted.

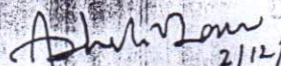
- 4.4 **To note the resignation by Dean, Academic Affairs and appointment of new Dean, Academic Affairs.**

The item was noted.

- 4.5 **To note the MOU signed between MNIT & MHRD**

The item was noted.

The meeting ended with a vote thanks to the Chair.


(ASHOK K. JAIN) 2/12/0
Director & Member Secretary