



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

शासी मंडल की 108th वीं बैठक

THE ONE HUNDRED AND EIGHTH MEETING OF THE BOARD OF GOVERNORS

कार्यसूची

MINUTES

DATE & TIME: 25TH OCTOBER 2021 AT 9.30 A.M.

VENUE: IIT GUWAHATI

**MINUTES OF THE 108TH MEETING OF THE BOARD OF GOVERNORS HELD ON
25.10.2021**

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INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
MINUTES OF THE
ONE HUNDRED EIGHTH MEETING OF THE BOARD OF GOVERNORS
HELD ON 25.10.2021

The One Hundred Eighth Meeting of the Board of Governors of the Institute was held on 25.10.2021 in the Board Room of the Institute with some members joining through video conferencing mode. Following members were present:

1. Dr. Rajiv I. Modi	Chairman (via Video-conference Mode)
2. Prof. T.G. Sitharam	Director
3. Prof. S.K. Srivastava	Member
4. Padmashri Dr. Prahlada Rama Rao	Member
5. Prof. Varadraj B. Bapat	Member (via Video conference Mode)
6. Mr. Neel Pratap Chhetri	Member (via Video conference Mode)
7. Prof. Diganta Goswami	Member
8. Prof. Pranab Goswami	Member (via Video conference Mode)
9. Prof. Sashindra Kumar Kakoty	Special Invitee
10. Prof. A.Srinivasan	Registrar and Secretary

Sh Rakesh Ranjan, Additional Secretary (HE) MoE, and Commissioner & Secretary to the Government of Assam, could not attend the meeting due to their prior engagements and they were granted leave of absence. However, comments of the Ministry of Education on the agenda items of 108th meeting of BOG have been received vide ref no F. No. 6-8/2018-TS-I dated 22.10.2021 and considered in the meeting.

The agenda for the day was taken up as listed below:

SECTION - A: Confirmation of Minutes, Action Taken Report, Presentation (if,any)

Item No. 1

Confirmation of the minutes of the 107th meeting of the Board of Governors of the Institute held on 14.07.2021 and Special joint meeting of Finance Committee (FC) and BOG held on 07.08.2021

The 107th meeting of the Board of Governors (BoG) of the Institute was held on 14.07.2021 in the Board Room of the Institute and also through video conferencing mode. The minutes of the meeting was circulated amongst the members of the Board for their comments / observations, if any.

Again, as per decision of the 107th meeting of BOG, a Special Joint Meeting of Finance Committee and BOG were scheduled on 07.08.2021 for adoption of Annual Accounts of IIT Guwahati for the financial year 2020-2021. The minutes of the meeting was also circulated amongst the members of the Board for their comments / observations, if any.

No comments have been received on both the BOG minutes of 107th and the special meeting from any member of the Board.

The Board was requested to confirm both the BOG minutes of 107th and the Special meeting as circulated.

The Board deliberated on both the Minutes and resolved as below:

Resolution No: R_108BOG/01/2021

RESOLVED that the minutes of the 107th Meeting of the Board of Governors of the Institute held on 14.07.2021 and Special joint meeting of Finance Committee (FC) and BOG held on 07.08.2021 be **CONFIRMED** as placed in **Annexure-1 (not enclosed as already uploaded)** and **Annexure-2 (not enclosed as already uploaded)**.

Item No. 2

Action Taken Report of the decisions of the 107th Meeting of the Board of Governors of the Institute held on 14.07.2021 and the Special Joint Meeting of FC and BOG held on 07.08.2021.

Action Taken Report on the decisions of the 107th meeting of the Board of Governors of the Institute held on 14.07.2021 and the special joint meeting of the FC & BoG was placed before the Board for consideration. The Board was requested to NOTE the actions taken as per the decisions.

The Board considered the same and resolved as below:

Resolution No: R_108BOG/02/2021

RESOLVED that the action taken on the decision of the 107th Meeting of the Board of Governors of the Institute held on 14.07.2021 and the Special Joint Meeting of FC and BOG held on 07.08.2021 be **NOTED** as reported.

Item No 3

A power point presentation by the Director of the Institute providing an Overview of new Initiatives and achievements of IIT Guwahati during the period from July 2020 to August 2021.

The Director of the Institute delivered a power point presentation to summarise new Initiatives and achievements of IIT Guwahati during the period from July 2020 to August 2021. The presentation as given in **Annexure-3 (enclosed separately)**, showcased the vision of IIT Guwahati to achieve global excellence in education, research and innovation, and nurture future leaders, to serve the society at large.

Resolution No: R_108BOG/03/2021

The Board appreciated the Director for the all-round development of the Institute. The Board also suggested to put more focus on outcome-based performance of the faculty.

SECTION- B: Administrative items requiring approval of the Board

Item No 4

Approval to the Annual Report of IIT Guwahati for the year 2020-21

The Board was apprised that as per the mandate of the Govt. of India, the Annual Report 2020-21 of the Institute has been prepared and the same will be forwarded to the Ministry of Education, Govt. of India with the approval of the Board for placing before the Parliament.

The Board was requested to consider and approve the Annual Report of IIT Guwahati for the year 2020-21.

During the deliberation, the members commented on the volume (large number of pages) of Annual Report and suggested that the volume of the Annual Report may be reduced by removing the list of publication of the faculty from the report and separate archive link may be shared.

The Board discussed and resolved as below:

Resolution No: R_108BOG/04/2021

RESOLVED that the Annual Report for the year 2020-21 be **APPROVED** for tabling before the Parliament.

The Board further **ADVISED** the Institute to explore reducing the volume of the Annual report.

Item No 5**Approval to the recommendations of the 48th Meeting of the Finance Committee scheduled on 25.10.2021**

The 48th Meeting of the Finance Committee (FC) of the Institute was scheduled to be held at 08.00 A.M. prior to the Board meeting on 25.10.2021. In terms of Section 5 (7) of the Statute, the recommendations of the Committee was conveyed during the BoG meeting. The agenda items that were placed in the 48th meeting of the FC is as below:

	ITEMS
ITEM NO. 1	CONFIRMATION OF THE MINUTES OF THE 47 TH MEETING OF THE FINANCE COMMITTEE HELD ON 14 TH JULY 2021
ITEM NO. 2	ACTION TAKEN REPORT ON DECISION OF 47 TH FINANCE COMMITTEE MEETING HELD ON 14 TH JULY 2021
ITEM NO. 3	TO CONSIDER AND RECOMMEND CARRY FORWARD OF DEFICIT / UNSPENT BALANCE (USB) OF 2020-21
ITEM NO. 4	TO REVIEW THE EXPENDITURE UNDER CAPITAL AND REVENUE HEAD FOR THE FINANCIAL YEAR 2021-22 (UPTO 30.09.2021)
ITEM NO. 5	TO CONSIDER REVISED ESTIMATES (RE) FOR THE YEAR 2021-22 AND BUDGET ESTIMATES FOR THE YEAR 2022-23 UNDER BOTH CAPITAL AND REVENUE HEADS
ITEM NO. 6	TO REPORT ON PROJECT IMPLEMENTATION PROGRESS REPORT (PIPR) UNDER HEFA:
ITEM NO. 7	TO APPROVE AUTHORIZED SIGNATORIES FOR ALL INVESTMENT DOCUMENTS / DEEDS WITH M/S EDELWEISS GLOBAL WEALTH MANAGEMENT LTD.
ITEM NO. 8	TO ACCORD FINANCIAL CONCURRENCE FOR THE WORKS RECOMMENDED BY BUILDING & WORKS COMMITTEE (B&WC):
ITEM NO. 9	TO REPORT ABOUT FUNDING OF SCHOLARSHIP TO REGULAR M.TECH / PH.D SCHOLARS:
ITEM NO. 10	RECOVERY OF EXCESS PAY FROM DR B K RAI, FORMER ASSISTANT PROFESSOR IIT GUWAHATI:
ITEM NO. 11	NON-PAYMENT OF LICENCE FEE BY DR B K RAI FORMER ASSISTANT PROFESSOR, IITG, DEPT OF EEE FOR THE PERIOD FROM FEBRUARY, 2020 TILL DATE AND FUTURE ACTION TO BE TAKEN FOR CONTINUED OCCUPATION OF INSTITUTE QUARTER
ITEM NO. 12	TO CONSIDER THE ISSUE OF USE OF INDIVIDUAL AADHAAR CARD WHILE USING GOVERNMENT e-MARKETPLACE (GeM) PORTAL
ITEM NO. 13	ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR:
	1. TO CONSIDER FINANCIAL UP-GRADATION IN RESPECT OF DR. RANJIT KR RAJBANGSHI, ASSISTANT LIBRARIAN OF IIT GUWAHATI UNDER CAREER ADVANCEMENT SCHEME (CAS)
	2. TO CONSIDER THE PROPOSAL OF SETTING UP OF A SEPARATE ADMINISTRATIVE UNIT FOR ONLINE DEGREE PROGRAMMES OF THE INSTITUTE

The Board was requested to consider the recommendations of the FC and approve the same.

The Board deliberated and resolved as below:

Resolution No: R. 108BOG/05/2021

RESOLVED that the recommendation of the 48th meeting of the Finance Committee held on 25.10.2021 preceding the Board meeting be **APPROVED** as per **Annexure-4**().

Item No .6

Proposal for 4-year Online BSc (Honours) Degree programme in Data Science

The Board was apprised that the Senate in its 154th meeting held on 20.04.2021 approved IIT Guwahati-TCSiON proposal for an online BSc (Hons.) Degree Programme in Data Science based on the report of the academic sub-committee. Subsequently, the 106th meeting of BOG held on 22.04.2021 approved the proposal as per recommendation of the 154th meeting of the Senate held on 20.04.2021.

However, subsequently during scrutiny of the above approved proposal, it was observed that the General Financial Rules (GFR) 2017 prohibits any Govt. Organisation or Central Autonomous Body from entering into a direct contract or outsourcing its services to a private organisation without following codal formalities. It is therefore decided to float a Tender for selecting a competitive IT Industry for comprehensively offering Online Degree programmes of the Institute including the "4-year Online B.Sc. (Hons) Degree programme in Data Science" through its services for the following areas:

1. Services of various online portals for running the Online B.Sc.(Hons) programme.
2. Conducting the examinations of online programmes at various locations across the country.
3. Training the students of Online B.Sc. (Hons) programme by Industry Experts.

In view of the above, the Senate in its 157th meeting approved the modification of the proposal for the 4 year Online B Sc (Honours) Degree Programmes in Data Science

The Board was requested to approve the recommendation of the Senate.

Resolution No: R 108BOG/06/2021

RESOLVED to **APPROVE** the modification of the proposal for the 4 year online B Sc (Honours) Degree Programmes in Data Science as per recommendation of the 157th meeting of the Senate held on 20.10.2021.

Item 7

Approval to the proposal for setting up a School of Business at IIT Guwahati

The Board was apprised that a proposal for starting a School of Business at IIT Guwahati was placed in the Senate in its 157th meeting held on 20.10.2021. The Senate examined the concept note along with relevant documents as briefed by Prof. Laishram Boeing Singh.

The Senate vide resolution R.157/06/2021 approved the proposal for starting the School of Business at IIT Guwahati with PhD and Master of Business Administration (MBA) Programmes and recommended it to be placed in the BOG.

As such the matter was also discussed in the Board in detail.

After deliberation the Board resolved as below:

Resolution No: R 108BOG/07/2021

RESOLVED to APPROVE the proposal for starting the School of Business at IIT Guwahati with PhD and Master of Business Administration (MBA) Programmes as per recommendation of the 157th Senate Meeting held on 20.10.2021.

Item No.8

Status of Recruitment of faculty members at IIT Guwahati

The Board was informed that Faculty vacancy positions of IIT Guwahati as shared with the Ministry of Education for the year 2021-22 (in the beginning of the financial year) are as given below:

1.	Students strength	6959
2.	Sanctioned Faculty Strength (1 : 10 ratio of Faculty : Students)	696
3.	Faculty in position	407
4.	Vacant position	289

Note: As the strength of students keeps changing throughout the year, sanctioned faculty strength also changes accordingly. So, because of the variable nature of the student data, the faculty vacancy positions would also change.

The Board was requested to **NOTE**
The Board resolved as given below:

Resolution No: R_108BOG/08/2021

The Board **NOTED** the status of recruitment of faculty members at IIT Guwahati.

Item No.9

Special recruitment drive advertisement for SC/ST/OBC-NCL/EWS/PwD for all Departments/Schools and status of backlog vacancies

The Board was apprised that as per advice of the Ministry of Education, Institute has taken up steps to clear the backlog in faculty positions by issuing advertisements for filling the vacancies in a mission mode and complying with the Ministry of Education letter dated 24.08.2021. The status of filling up of backlog vacancies for the year 2021-22 (in the beginning of the financial year) are given as below:

1.	Students strength						6959
2.	Sanctioned Faculty Strength (1 : 10 ratio of Faculty : Students)						696
3.	Current faculty strength						407
4.	Vacant position						289
5.	Status of Vacant Positions against reserved category (2021-22) *						
		SC	ST	OBC-NCL	EWS	Total	
	Vacant positions across all cadres	43	22	78	29	172	
	Filled up in ongoing regular recruitment	03	-	-	-	03	
	To be filled	40	22	78	29	169	
Note: As the strength of students keeps changing throughout the year, sanctioned faculty strength also changes accordingly. So, because of the variable nature of the student data, the faculty vacancy positions would also change.							

The Board was also apprised that approval of the Chairman, BOG has been taken before initiating the above process

The Board was requested to **NOTE**

The Board after deliberation resolved as follows:

Resolution No: R_108BOG/09/2021

The Board **NOTED** the status of special recruitment drive for SC/ST/OBC-NCL/EWS/PwD for all Departments/Schools and status of backlog vacancies in IIT Guwahati.

Item No.10

Status of Recruitment of Non-Faculty Members at IIT Guwahati

The Board was apprised that the present the non-teaching employees on roll in the Institute is 509 and total vacant position for direct recruitment is about 78 as per the list given in **Annexure -5** (pg.94)

It was proposed to the Board that the recruitment process for filling the vacant non- teaching position by direct recruitment will be initiated in a phased manner and in the first phase, recruitment of the following posts will be initiated.

Sl. No.	Posts	Pay Matrix Level as per 7th CPC	GP as per 6th CPC	No. of posts to be advertised now
1.	Superintending Engineer	13	8700	1
2.	Senior Technical Officer	12	7600	3
3.	Asst. Executive Engineer	10	5400	1
4.	Students' Counsellor	10	5400	1
5.	Senior Security Officer	10	5400	1

The Board was also informed that the category of the posts will be finalized after concurrence of the Liaison Officers of the Institute.

The Board was requested to consider the proposal.

The Board discussed and resolved as follows:

Resolution No: R_108BOG/10/2021

RESOLVED that the proposal of initiating the recruitment process for filling the vacant non- teaching positions by direct recruitment in a phased manner be **APPROVED**. In the first phase, recruitment of the posts listed in the above table be **ADVERTISED**.

Item No.11

Approval to “IIT Guwahati Ambulance Policy”

The Board was apprised about framing of a new policy under the nomenclature “IIT Guwahati Ambulance Policy” in order to facilitate judicious and efficient use of Institute ambulances for patient care and to avoid any mismanagement in this regard.

The Board was requested to approve the “IIT Guwahati Ambulance Policy” pertaining to IIT Guwahati Ambulance Usage Rules and IIT Guwahati Ambulance Maintenance Policy as per the **Annexure-6**(pg 95 - 105)

The Board discussed and resolved as follows:

Resolution No: R_108BOG/11/2021

RESOLVED that the “IIT Guwahati Ambulance Policy” pertaining to IIT Guwahati Ambulance Usage Rules and IIT Guwahati Ambulance Maintenance Policy as per the **Annexure-6**(pg.95-105) be **APPROVED**.

Item No.12

Approval to the “Data Retention Policy for IIT Guwahati Telemedicine Portal”

The Board was informed that with the launch of the IITG Telemedicine Portal on 16th March, 2021 a large amount of digital data accumulated through the portal and for retention of this data a policy for data retention has been formulated. This policy encompasses various principles or aspects for retention of all kinds of medical records stored in form of digitalised data accumulating in the portal for availing telemedicine consultations and for other patient care uses. The responsibilities of the RMPs and end-users have been mentioned in the policy documents. The data security and privacy clause have been spelt out in the policy.

The Board was further informed that the entire scope of the policy will be guided by the latest government policies or guidelines and subject to amendments from time to time or as per the rules of this institute.

The Board was requested to approve the “Data Retention Policy for IIT Guwahati Telemedicine Portal” as given in **Annexure-7**(pg.106-113)

The Board discussed and resolved as given below:

Resolution No: R_108BOG/12/2021

RESOLVED that the Data Retention Policy for IIT Guwahati Telemedicine Portal as given in **Annexure-7**(pg. 106-113) be **APPROVED**.

Item No.13

Reconsideration of hike in the room rent of Married Scholars Hostel (MSH)

The Board was apprised that Bog Resolution No.R_98BOG/09/2019 hostel fees / rent of the Married Scholars Hostel (MSH) was hiked from Rs 500/- as below:

- i. Increase in the rate of rent for Married Scholars Hostel (MSH) to Rs.2500/- per month excluding electricity charges. [Rent = Rs. 1500 per month + Maintenance charge = Rs. 1000 per month]
- ii. The rent is to be increased every year by 5% rounded off to nearest multiple of ten.

- iii. The increased hostel fee is to be charged uniformly from all residents of Married Scholars Hostel with effect from January 01, 2020.

The Board was further informed that after receiving request from hostel residents of Married Scholar Hostel for reconsideration of the hike, The Institute constituted a committee to look into the matter and a meeting was held on 24.08.2020. The committee made a few recommendations for lessening the burden due to the hike. The committee suggested the following:

1. With respect to Sl.No (i), to increase the room rent from January 2020 in phased manner as detailed below :

Sl.No.	Item	Rate (per month)
From January 2020 to December 2020	Room Rent	Rs.500 + Rs. 250
	Maintenance Charge	Rs. 250
	Total	Rs. 1000/-
From January 2021 to December 2021	Room Rent	Rs.750 + Rs. 250
	Maintenance Charge	Rs. 250 + Rs. 250
	Total	Rs. 1500/-
From January 2022 to December 2022	Room Rent	Rs.1000 + Rs. 250
	Maintenance Charge	Rs. 500 + Rs. 250
	Total	Rs. 2000/-
From January 2023 to December 2023	Room Rent	Rs.1250 + Rs. 250
	Maintenance Charge	Rs. 250 + Rs.250
	Total	Rs. 2500/-

2. With respect to Sl. No. (ii), the committee recommends waiver of 5 % annual increase in the rent, since the annual increment is not implemented to any other accommodation in IIT Guwahati

The above recommendations of the committee was placed in the 104th meeting of BOG held on 04.09.2020. However the Board in its104th meeting resolved as below vide resolution R_104BOG/12/2020:

- The fee hike with effect from January 01, 2020 be kept in abeyance up to December 31st, 2020 and the matter will be discussed after normal activity starts considering the prevailing situation due to COVID-19 pandemic.

As more or less normal activity in the Institute has been started the matter was placed in this BOG meeting again with a request to the Board to deliberate and decide.

The Board deliberated that considering the present scenario the recommendation of the committee to hike the rent slowly and gradually (as per chart given above), from 500/- to 1000/-, 1000/- to 1500/-, 1500 to 2000 and from 2000/- to 2500 over the years from 2020 to 2021 and so on up to December2023 with waiver of 5 % annual increase in the rent seems reasonable.

The Board was also informed that unlike single room hostels, married scholar hostel is a one bedroom flat accommodation and as such their maintenance charge is also quite higher than that of single room hostels.

The Board discussed and resolved as given below:

Resolution No: R_108BOG/13/2021

RESOLVED to APPROVE the hike of room rent of the Married Scholar Hostel (MSH) at the following rates :

1. Rs 1500/- per month w.e.f November 2021 to December 2021.
2. Rs 2000/- per month w.e.f January 2022 to December 2022.
3. Rs 2500/- per month w.e.f January 2023 to December 2023.

Item no.14

Designated Estate Officer of the Institute

As per the Rule No. 4.2.6.2 of the Rules for Allotment of Residential Accommodation of the Institute (Approved vide BOG resolutions R 28/11/2001, R 28/23/2001, R 29/15/2002 & R 72/24/2012), the AR (Establishment) was designated as Estate Officer of the Institute. Since the Gr. A Officer(s) posted at Establishment Section may be holding the designation of AR, DR or JR as per their posting, it was proposed to the Board to re-designate the Estate Officer of the Institute as HoS (Establishment) in place of AR (Establishment) to avoid any confusion or legal complications in future.

The Board was requested to approve the same.

After deliberation the Board resolved as given below :

Resolution No: R 108BOG/14/2021

RESOLVED that the proposal to re-designate the Estate Officer of the Institute as HoS (Establishment) in place of AR (Establishment) be **APPROVED**

Item No.15

Financial Up-gradation in respect of Dr. Ranjit Kr Rajbangshi, Assistant Librarian of IIT Guwahati under Career Advancement Scheme (CAS)

The Board was apprised that a selection committee was constituted to examine the matter of financial up-gradation under Career Advancement Scheme (CAS) in respect of Dr. Ranjit Kr. Rajbangshi, Assistant Librarian, L B Central Library, IITG.

The Committee further noted that Dr. Ranjit Kr. Rajbangshi satisfied the educational qualification & experience criteria required for the up-gradation as given in the MHRD letter No. 1-32/2006-U.II/U.I (I) dated 31.12.1008, and hence he was called to appear before the Selection Committee on 24.09.2021 and accordingly he was present in the meeting. The committee interacted with the candidate and found his performance to be satisfactory.

Therefore, the Committee **RECOMMENDED** to grant financial up-gradation to Dr. Ranjit Kr. Rajbangshi from Pay Level 11 to Pay Level 12 under Career Advancement Scheme (CAS) as detailed below.

Name	Present Designation and Pay Matrix Level	Next Eligible Financial up-gradation level (under Career Advancement Scheme)	Date of Eligibility
Dr. Ranjit Kr. Rajbangshi	Assistant Librarian Pay Level = 11 (PB3 = ₹15600-39100/-, AGP = Rs.7000/- as per 6 th CPC)	Deputy Librarian Pay Level = 12 (PB3 = ₹15600-39100/-, AGP = Rs.8000/- as per 6 th CPC)	12.07.2019

The matter was routed through the 48th meeting of the Finance Committee held preceding this Board meeting as per comment of the Ministry dated 22.10.2021.

The Board was requested to approve the recommendation of the Committee granting financial up-gradation and change in designation to Dr. Ranjit Kr. Rajbangshi from Pay Level 11 to Pay Level 12 under CAS with recommendation of the Finance Committee.

The Board discussed and resolved as given below :

Resolution No: R 108BOG/15/2021

RESOLVED that the recommendation of the Selection Committee to grant financial up-gradation and re designation of Dr. Ranjit Kr. Rajbangshi from Pay Level 11 to Pay Level 12 as Deputy Librarian under Career Advancement Scheme (CAS) w.e.f 12.07.2019 as per the table given above be **APPROVED**.

Item No.16

To consider and approve segregation of Engineer posts into Assistant and Junior Engineers

The 90th BOG meeting held on 16/09/2017 approved the proposal of restructuring of Engineering Section where the positions of Assistant Engineer (AE) and Junior Engineers (JE) were clubbed and 12 posts were allocated against the AE+JE category including the four newly created posts of Junior Engineer. It was apprised to the Board that the newly created 4 posts of JE are still lying vacant and 8 Junior Engineers who are working in the same post for quite a long period are eligible for promotion to Assistant Engineer (AE) level. However, there is no sanctioned post of AE to initiate the process of promotion.

In view of the above, it was proposed to convert the 4 sanctioned and vacant posts of Junior Engineer to Assistant Engineer so that the eligible Jr Engineers are given an opportunity for up-gradation through internal recruitment process, keeping total sanction posts unchanged at 12.

The Board was requested to approve the proposal.

The Board discussed and resolved as given below :

Resolution No: R_108BOG/16/2021

RESOLVED that the proposal to convert the 4(four) sanctioned and vacant posts of Junior Engineer to Assistant Engineer so that the eligible Jr. Engineers are given an opportunity for up-gradation through internal recruitment process be **APPROVED**.

Item No.17

Accord administrative approval for the modified estimate for “Augmentation of the 11/0.433 KV sub-station in the IIT Guwahati Campus”.

The Board was apprised that the technical sanction for augmentation of two nos. 11/0.433 KV sub-stations (ESS#05 & ESS#07) was approved in the 88th B&WC held on 6th July, 2021 and the Administrative Approval of Rs.64.21 lacs was accorded in the 107th BoG held on 14.07.2021.

However, the 88th B&WC further advised to modify the estimate for Part-A (Supply of 11/0.433KV Transformers) by collecting three budgetary quotations from reputed dry type transformer manufacturers. The modified estimate was placed in the 89th B&WC with the proposal to do the augmentation of the sub-stations in phased manner. In the 1st phase, augmentation of only one electrical substation (ESS#05) will be taken up on priority basis. Augmentation of sub-station (ESS#07) will be taken up in the next phase and the estimate and proposal for the same will be placed for approval in due course of time.

B&WC in its 89th meeting held on 04.10.2021 approved the modified estimate for the augmentation of the 11/0.433 KV sub-station no.5 and recommended to the BOARD for according revised administrative approval for Rs.111.00 lacs.

The Board was **REQUESTED** to **ACCORD** administrative approval to the revised estimate of **Rs.111.00 lacs** for the work of augmentation of the **11/0.433 KV** sub-station no.5 at IIT Guwahati Campus.

The Board discussed and resolved as given below:

Resolution No: R_108BOG/17/2021

RESOLVED to **ACCORD** administrative approval to the revised estimate of **Rs.111.00 lacs** for the work of **augmentation of the 11/0.433 KV sub-station no.5 at IIT Guwahati Campus**.

Item No.18

To consider and approve the resolution of the 89th B&WC on Dibang Hostel considering safety of students and rehabilitation of the building.

The Board was apprised that due to tilting of the G+3 storied Dibang hostel it became uninhabitable by the students for safety reasons.

However, the right-wing rooms of the building were occupied by students but due to development of further settlement, 144 rooms were vacated around May 2014, Further, in January 2021, the Dining hall and kitchen portion were also abandoned as the area developed structural deformations. Meanwhile, after the major earthquake of 6.4 magnitude on 28.04.2021, an apprehension regarding safety of the building amongst students staying in the hostel was reported by the Dean of Student Affairs.

As such a three-member safety inspection committee was constituted comprising of senior structural engineering faculty members of Department of Civil Engineering. The committee reported that the building is not fit for occupancy. A report on the status of the hostel was also received from Chairman, HAB, Vice Chairman (Infrastructure) HAB. A site observation report of the affected blocks was also prepared by the IPM Section.

All the reports were placed before the 89th B&WC held on 04.10.2021 for deciding on the further course of action.

After deliberation on the matter the members of the B&WC visited the site and accorded the following resolutions:

(i) Considering the safety & hygienic point of view, the students should be vacated from the hostel and shifted to another hostel.

(ii) The entire area of the hostel is to be barricaded to stop entry of any individual till rehabilitation work is completed.

(iii) Er. Ajoy Chandra Bordoloi, member B&WC who has vast experience in this field will review the remedial measures suggested earlier for rehabilitation of the hostel and advise the course of action. IPM Section and Civil Engineering Department will provide all the necessary support to Er. Bordoloi.

The Board was **REQUESTED** to **ACCORD APPROVAL** to the resolutions of the 89th B&WC.

The Board discussed and resolved as given below :

Resolution No: R_108BOG/18/2021

RESOLVED to **ACCORD APPROVAL** to the resolutions of the 89th B&WC as given below

(i) Considering the safety & hygienic point of view, the students should be vacated from the hostel and shifted to another hostel.

(ii) The entire area of the hostel is to be barricaded to stop entry of any individual till rehabilitation work is completed.

(iii) Er. Ajoy Chandra Bordoloi, member B&WC who has vast experience in this field will review the remedial measures suggested earlier for rehabilitation of the hostel and advise the course of action. IPM Section and Civil Engineering Department will provide all the necessary support to Er. Bordoloi.

Item No .19

To consider the proposal to establish a Super-Specialty Hospital (SSH)

The Board was apprised that IITG proposes to establish a Super-Specialty Hospital (SSH), which is to be the epitome of cutting-edge research and services in the domain of medical sciences and technologies in the NE region of the country. The captive hospital integrated with 'School of Health Sciences and Technology' (SHST) of IIT Guwahati will have major focus towards the Cardiology and Cardio-Thoracic and Vascular Renal Sciences with state-of-art facilities and faculties. The SSH is envisioned to foster patient care as well as fundamental and translational research under the

umbrella of stimulating research and academic environment of SHST wherein the doctors, engineers, scientists, scholars, and students will work together to solve real-life problems. A paediatric wing can also be a part of this facility with a focus on the congenital heart diseases. Further, the hospital is to be digitally linked Internationally to the Global leaders of healthcare with high bandwidth connections to enable transfer of best practices, shared learning, and refinement of high-order skills among doctors and other health workers.

The proposed Hospital to the exiting SHST-IITG framework will not only add the R&D prowess of the entire ecosystem but also enable the development of highly-skilled manpower from the NE region of the country. Such a framework is also expected to generate lot of employment at the various levels apart from providing high-quality medical services through the concept of an internationally connected hospital.

In order to establish this State-of-the-Art Super-Specialty Hospital(SSH) jointly with the Govt. of Assam, approval from the Board was solicited on the following:

1. Collaboration with Government of Assam for the financial support to develop a Super-Specialty Hospital at IIT Guwahati.
2. Formation of a section 8 company jointly with Government of Assam for the implementation of the Super-Specialty Hospital.
3. Usage of an identified Land for the Super-Specialty Hospital in the IITG Campus
4. Permission to prepare a Detailed Project Report for the Super-Specialty Hospital.
5. Appoint a Consultant for the Hospital once the Section 8 Company is formed.

The Board was requested to approve the proposal.

The Board discussed and resolved as below:

Resolution No: R_108BOG/19/2021

RESOLVED to **APPROVE** the following as solicited:

1. Collaboration with Government of Assam for the financial support to develop a Super-Specialty Hospital at IIT Guwahati.
2. Formation of a section 8 company jointly with Government of Assam for the implementation of the Super-Specialty Hospital.
3. Usage of an identified Land for the Super-Specialty Hospital in the IITG Campus
4. Permission to prepare a Detailed Project Report for the Super-Specialty Hospital once the Section 8 company is formed.
5. Appoint a Consultant for the Hospital once the Section 8 company is formed.

Item No .20

To report to the BoG regarding a writ petition filed before the Hon'ble Gauhati High Court by Mr. Utsav Uday Kadam challenging his termination from the Institute.

NOT FOR PUBLIC DOMAIN

Resolution No: R_108BOG/20/2021

NOT FOR PUBLIC DOMAIN

Item no.21

Report on the writ petition filed by Mr. Vikrant Singh before the Hon'ble Gauhati High Court, challenging the termination of his studentship from the Institute

NOT FOR PUBLIC DOMAIN

Resolution No: R_108BOG/21/2021

NOT FOR PUBLIC DOMAIN

Item No .22

To consider the Report of the High Power Committee constituted to summarize the procedures followed by Inquiry Committee constituted to inquire into altercation between Dr. B.K Rai and Dr. Gaurav Trivedi

NOT FOR PUBLIC DOMAIN

Resolution No: R 108BOG/22/2021

NOT FOR PUBLIC DOMAIN

Item No .23

Non-payment of Licence fee by Dr B K Rai former Assistant Professor, IITG, Dept of EEE for the period from February,2020 till date and future action to be taken for continued occupation of Institute quarter

NOT FOR PUBLIC DOMAIN

Resolution No: R 108BOG/23/2021

NOT FOR PUBLIC DOMAIN

Item No 24

Recovery of excess pay from Dr B K Rai, Former Assistant Professor IIT Guwahati

NOT FOR PUBLIC DOMAIN

Resolution No: R 108BOG/24/2021

NOT FOR PUBLIC DOMAIN

SECTION- C : Items for Ratification and Reporting

Item No 25

Ratification of the approvals accorded by the Chairman, BOG

Following items approved by the Chairman are placed before the Board for ratification.

- A. Approval of recommendations of the Selection Committee of interviews for various Faculty positions in the Departments of Chemistry, Physics, Mechanical Engineering, Electronics and Electrical Engineering, Civil Engineering, Mehta Family School of Data Sciences, and Artificial Intelligence and Biosciences and Bioengineering
- B. Extension of tenure of Deputation of Prof Anil D. Sahasrabudhe as Chairman, AICTE
- C. **NOT FOR PUBLIC DOMAIN**
- D. Advertisement for the post of Registrar, IIT Guwahati
- E. Revision of the existing Recruitment Rule (RR) for the post of Sr. Security Officer
- F. Matter of unauthorized absence of Dr. Ranu Roychoudhuri, Assistant Professor, Dept. of Humanities and Social Sciences

The Board was requested to **RATIFY** the Approvals of the Chairman, BOG IIT Guwahati.

The Board **NOTED** the items reported and resolved as given below:

Resolution No: R 108BOG/25/2021

RESOLVED to RATIFY the items approved by the Chairman, BOG IIT Guwahati as below

- A. Recommendations of the Selection Committee of interviews for various Faculty positions in the Departments of Chemistry, Physics, Mechanical Engineering, Electronics and Electrical Engineering, Civil Engineering, and Mehta Family School of Data Sciences, and Artificial Intelligence and Department of Biosciences and Bioengineering as given below:

1. Dept. of Chemistry

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1	Dr. Sumana Dutta	Professor	As per rules	-

2	Dr. Lal Mohan Kundu	Professor	As per rules	-
3	Dr. Kalyanasis Sahu	Professor	As per rules	-
4	Dr Akshai Kumar Alape Seetharam	Associate Professor	As per rules	-
5	Dr. Pavan Kumar Kancharia	Associate Professor	As per rules	-
6	Dr. Sunanda Chatterjee	Associate Professor	As per rules	-
7	Dr. Animesh Das	Associate Professor	As per rules	-
8	Dr. Krishna Pada Bhabak	Associate Professor	As per rules	-

2. Dept. of Physics

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1.	Dr. Pamu Dobbidi	Professor	As per rules	-
2.	Dr. Subhash Thota	Professor	As per rules	-
3.	Dr Santabrata Das	Professor	As per rules	-
4.	Dr. Aswini kr. Sharma	Professor	As per rules	-
5.	Dr. Arunansu Sil	Professor	As per rules	-
6.	Dr. Bibhas Ranjan Majhi	Associate Professor	As per rules	-
7.	Dr. Kanhaiya Panday	Associate Professor	As per rules	-
8.	Dr. Debasish Borah	Associate Professor	As per rules	-
9.	Dr. Uday Narayan Maiti	Associate Professor	As per rules	-
10.	Dr. Tapan Mishra	Associate Professor	As per rules	-

3. Dept. of Mechanical Engineering

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1.	Dr. S.N Joshi	Professor	As per rules	-
2.	Dr. Satyajit Panda	Professor	As per rules	-
3.	Dr. Swarup Bag	Professor	As per rules	-
4.	Dr. Sachin Singh Gautam	Associate Professor	As per rules	-
5.	Dr. Pranab Kumar Mondal	Associate Professor	As per rules	-
1.	Dr. Sayantan Bhattacharya	Assistant Professor	Pay level 11 cell 2	-
2.	Dr. Anurup Datta	Assistant Professor	Pay level 11 cell 3	-
3.	Dr. Rinku Kumar Mittal	Assistant Professor	Pay level 10 cell 8	-
4.	Dr. Satish Kumar Panda	Assistant Professor	Pay level 11, cell 3	-

4. Mehta Family School of Data Sciences and Artificial Intelligence

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1.	Dr. Debanga Raj Neog	Assistant Professor	Pay Level 11: Cell 3	-
2.	Dr. Arghyadip Roy	Assistant Professor	Pay Level 11, Cell 3	-
3.	Dr. Konda Reddy Mopuri	Assistant Professor	Pay level 11, Cell 3	-
4.	Dr. Santosh Kumar Vipparthi	Assistant Professor	Pay level 12, as per rules	-

5. Department of Electronics and Electrical Engineering

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1.	Dr. Sisir Kumar Nayak	Professor	As per rules	-
2.	Dr. Prabir Barooah	Professor	As per rules	-
3.	Dr. Chandan Kumar	Associate Professor	As per rules	-
4.	Dr. Kalpana Dhaka	Associate Professor	As per rules	-
5.	Dr. Prithwijit Guha	Associate Professor	As per rules	-
6.	Dr. Ramesh Kumar Sonkar	Associate Professor	As per rules	-

7.	Dr. Shabari Nath	Associate Professor	As per rules	-
8.	Dr.SrinivasanKrishnaswamy	Associate Professor	As per rules	-
9.	Dr.Saravana Kumar M	Assistant Professor	Pay level -10,cell-8	-
10.	Dr.Kuntal Deka	Assistant Professor	Pay level -12, as per rules	-
11.	Dr. SarvendranathRamalapudi	Assistant Professor	Pay level -10,cell-8	-
12.	Dr. Manoj B.R	Assistant Professor	Pay level -11,cell-2	-
13.	Dr. Parijat Bhowmick	Assistant Professor	Pay level -11,cell-3	-
14.	Dr. RavindraJha	Assistant Professor	Pay level -12,cell-1	-
15.	Dr. Ankush Bag	Assistant Professor	Pay level -12,as per rules	-
16.	Dr. Tanmay Dutta	Assistant Professor	Pay level -11,cell-3	-
17.	Dr. Sreenath J. G	Assistant Professor	Pay level -10,cell-8	-
18.	Dr. Ashwini Sawant	Assistant Professor	Pay level -11,cell-2	-
19.	Dr. Manish Bhatt	Assistant Professor	Pay level 12-cell 1	-
20.	Dr. Anirban Dasgupta	Assistant Professor	Pay level -11,cell-2	-
21.	Dr. ArunB. Alosious	Assistant Professor	Pay level -10,cell-8	-

6. Department of Civil Engineering

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1.	Dr. Bharat Venkata Tadikonda	Professor	As per rules	-
2.	Dr. Arunasis Chakraborty	Professor	As per rules	-
3.	Dr. Suresh A Kartha	Professor	As per rules	-
4.	Dr. Anjan Kumar Siddagangaiah	Associate Professor	As per rules	-
5.	Dr. Ravi K	Associate Professor	As per rules	-
6.	Dr. Sandip Das	Associate Professor	As per rules	-
7.	Dr. Hrishikesh Sharma	Associate Professor	As per rules	-
8.	Dr. Archana M Nair	Associate Professor	As per rules	-
9.	Dr. Nipjyoti Bharadwaj	Assistant Professor	Pay Level-10 cell -8	-
10.	Dr. Sharmila R.B	Assistant Professor	Pay Level-10 cell -8	-
11.	Dr. Abhishek Verma	Assistant Professor	Pay Level-11 cell -2	-
12.	Dr. Romanbabu Meetei Oinam	Assistant Professor	Pay Level-12 cell -1	-
13.	Dr. Santu Kar	Assistant Professor	Pay Level-10 cell -8	-
14.	Dr. Sparsh Johari	Assistant Professor	Pay Level-10 cell -8	-
15.	Dr. Vivek Padmanabha	Assistant Professor	Pay Level-12 cell -1	-
16.	Dr. KalingTaki	Assistant Professor	Pay Level-10 cell -8	-
17.	Dr. Sayantan Chakraborty	Assistant Professor	Pay Level-11 cell -3	-

7. Department of Biosciences and Bioengineering

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1.	Dr. B Anand	Professor	Pay Level-14A Cell –As per rule	-
2.	Dr. Bithiah G Jaganathan	Professor	Pay Level-14A	-

			Cell –As per rule	
3.	Dr. Shankar P.Kanaujia	Professor	Pay Level-14A Cell –As per rule	-
4.	Dr. Senthilkumar Sivaprakasam	Professor	Pay Level-14A Cell –As per rule	-
5.	Dr. Nitin Chaudhary	Professor	Pay Level-14A Cell –As per rule	-
6.	Dr. Sachin Kumar	Professor	Pay Level-14A Cell –As per rule	-
7.	Dr. Manish Kumar	Professor	Pay Level-14A Cell –As per rule	-
8.	Dr. Priyadarshi Satpati	Associate Professor	Pay Level-13A2 Cell –As per rule	-
9.	Dr. Selvaraju Narayanasamy	Associate professor	Pay Level-13A2 Cell –As per rule	-

- B. Extension of tenure of Deputation of Prof Anil D. Sahasrabudhe as Chairman, AICTE for one year w.e.f. 17.07.2021 or until further orders, whichever is earlier and submission of an NOC for the same requested and issued from the Institute vide Ref. No. FA/111/96/Vol. III/480 dated 27.05.2021 with approval of the Chairman, BOG IIT Guwahati.
- C. **NOT FOR PUBLIC DOMAIN.**
- D. Advertisement for the post of Registrar, IIT Guwahati for filling the said post as per the Recruitment Rule of the Institute.
- E. Revision of the existing Recruitment Rule (RR) for the post of Sr. Security Officer as per **Annexure-9 (ii)** (pg.117-118) and conversion of the post of SSO into a tenure based post of 5 years thereby changing the Method of recruitment of the existing Recruitment rule as “ *Direct Recruitment (with provision of deputation) for a tenure of 5 years.*”
- F. Recommendation of the Committee Constituted to look into the matter of unauthorized absence of Dr. Ranu Roychoudhuri, Assistant Professor, Dept. of Humanities and Social Sciences as under :
- i. to initiate disciplinary proceedings against Dr. Roychoudhuri for the unauthorized absence from the duty as per rule.
 - ii. to constitute an Inquiry Committee to initiate disciplinary proceedings against Dr. Roychoudhuri as per extant rules and guidelines with the following members.
 1. Prof. U. S. Dixit, Professor, Dept. of Mechanical Engineering, Chairman
 2. Prof. Chitralekha Mahanta, Dean of Academic Affairs, Member
 3. Prof. Sukanya Sharma, Head, Department of Humanities and Social Sciences
- On the said matter, the Board also **AUTHORIZED** the Director to appoint a Presenting Officer in the Inquiry Committee constituted to initiate disciplinary proceedings against Dr. Roychoudhuri for her unauthorized absence from the duty.

Item No.26**Items approved by the Director:****Following items approved by the Director are being reported to the Board**

- a. New Appointments and/or Extension of period of appointment of some officials in the existing positions
- b. Confirmation of Non- Faculty Employees of the Institute
- c. Confirmation of Faculty Members
- d. Nomination of Liaison Officers one each for SC/ST/OBC category in the Institute
- e. Recommendation of the Selection Committee for various posts under Internal Recruitment process

- f. Financial up-gradation of Dr. Surojit Majumdar, Medical Officer and Dr. (Mrs) Pallabi Sarmah, Medical Officer of IIT Guwahati under Dynamic Assured Career Progression (DACP) Scheme
- g. Correction of some typographical errors observed in the Reservation roster approved in the 104th meeting of BOG held on 04.09.2020
- h. Appointment of Ms. Upasana Sharma an Advocate practicing in the hon'ble Gauhati High Court and its subordinate Courts, Meghalaya High Court, Central Administrative Tribunal, and Supreme Court under the guidance of a Senior Advocate as Legal Counsel of the Institute
- i. Approval to the List of Holidays to be observed in the Institute for the year 2022

The Board was requested to ratify the approvals of the Director.

The Board **NOTED** the items approved by the Director and resolved as below:

Resolution No: R_108BOG/26/2021

RESOLVED to RATIFY the items approved by the Director, BOG IIT Guwahati as given below:

- a. **New Appointments and/or Extension of period of appointment of some officials in the existing positions** as mentioned below:

Sl. No	Name	Position	Period of appointment/extension
1.	PROF. RAJIB KR BHATTACHARJYA, DEPARTMENT OF CIVIL ENGINEERING	Dean of Resource Generation and Finance	One-year w.e.f. 01.09.2021.
2.	PROF. SUKANYA SHARMA, DEPARTMENT OF HSS	Head, Department of HSS	One (1) year w.e.f 13.07.2021.
3.	PROF. A. SRINIVASAN, DEPARTMENT OF PHYSICS	Interim Registrar	With effect from 16.08.2021 (AN) until further orders
4.	PROF. DARUN KUMAR SINGH DEPARTMENT OF CIVIL ENGINEERING	Nodal Officer of Unnat Bharat Abhiyan Cell	Term extended for a period of one-year w.e.f 19.08.2021
5.	PROF. K.V. KRISHNA, DEPARTMENT OF MATHEMATICS	Associate Dean, Academic Affairs	Term extended for a period of two years w.e.f 28.09.2021
6.	PROF.S.S. BAG, DEPARTMENT OF CHEMISTRY	Associate Dean of Research & Development	Term extended for a period of two years w.e.f 28.09.2021
7.	PROF.C.V. SASTRI DEPARTMENT OF CHEMISTRY	Chairman Technical Board	Term extended for a period of one year w.e.f 14.10.2021
8.	DR. ARCHANA M NAIR DEPARTMENT OF CIVIL ENGINEERING	Associate Warden, Dhansiri Hostel	Appointed w.e.f 26.07.2021 till 30.06.2023
9.	DR. PRABU VAIRAKANNU DEPARTMENT OF CHEMICAL ENGINEERING	Chairman JEE (Advanced) 2022	
10.	PROF. SISIR KUMAR NAYAK DEPARTMENT OF ELECTRONICS AND ELECTRICAL ENGINEERING	Vice-Chairman, JEE (Advanced)-2022	

- b. **Confirmation of Non- Faculty Employees of the Institute as under:**

Sl. No	Name	Post against which service is confirmed	Dept./Centre/Section
1.	Mr. Kishore Kr. Medhi	Junior Assistant	Finance & Accounts Section

2.	Mr. Nishit Chaowdhury	Junior Assistant	Finance & Accounts Section
3.	Mr. Shanu Nath	Junior Assistant	EO cum SRC Section
4.	Mr. Dhanmoni Kalita	Junior Assistant	Research & Development Section
5.	Mr. Manash Jyoti Mahanta	Junior Assistant	Deputy Director's Office
6.	Mr. Rupam Patiri	Junior Assistant	Faculty Affairs Section
7.	Syed Najmuddin Ahmed	Junior Assistant	IPM Section
8.	Mr. Kaushik Rajbongshi	Junior Assistant	Academic Affairs Section
9.	Mr. Sajal Mani Pathak	Junior Assistant	Academic Affairs Section
10.	Mr. Parag Sarma	Junior Assistant	Academic Affairs Section
11.	Ms Manisha Das	Junior Assistant	Establishment Section
12.	Mr. Sarlongki Engti	Junior Assistant	Stores & Purchase Section
13.	Mr. Mukunda Madhab Khanikar	Junior Assistant	Stores & Purchase Section
14.	Mr. Rahul Saxena	Junior Assistant	II&SI Section
15.	Ms. Bandita Baishya	Junior Assistant	Students' Affairs Section

c. **Confirmation of Faculty Members** as mentioned below:

Sl. No.	Name	Post
1	DR. BIMLESH KUMAR	Professor, Civil Engineering
2	DR. LAISHRAM BOEING SINGH	Professor, Civil Engineering
3	DR. AKHILESH KUMAR MAURYA	Professor, Civil Engineering
4	DR. AMIT B SHELKE	Associate Professor, Civil Engineering
5	DR. KINGSUK MAHATA	Associate professor, Chemistry
6	DR. SAJAN KAPIL	Assistant Professor Gr-I, Department of Mechanical Engineering
7	DR. SUBHADEEP MANDAL	Assistant Professor Gr.I ,Department of Mechanical Engineering
8	DR.TAPAN KRISHNAKUMAR MANKODI	Assistant Professor Gr-I , Department of Mechanical Engineering

d. **Nomination of Liaison Officers one each for SC/ST/OBC category in the Institute** to look after the various matters of reservations and other related issues for Scheduled Castes (SCs), Scheduled Tribes (STs), Other Backward Classes (OBCs), Persons with Disabilities (PwD) and Economically Weaker Sections (EWS), as the case may be with immediate effect is as under:

Sl no.	Name and Designation of Liaison Officers	Category of persons
1.	Mr. T. T. Haokip Joint Registrar & HoS, Establishment	Scheduled Tribes (STs)
2.	Mr. Gunamani Das, Deputy Registrar & Head, Equal Opportunity cum Special Reservation Cell	Scheduled Castes (SCs) Persons with Disabilities (PwD) and Economically Weaker Sections (EWS)
3.	Mr. Pranab Borgohain Assistant Registrar & Head, Legal Cell	Other Backward Classes (OBCs)

e. **Recommendation of the Selection Committee for various posts under Internal Recruitment process is as given below:**

Sl. No.	Name of the Candidates	Designation
1.	Mr. Sanjib Kr. Saikia	Superintendent
2.	Ms. Bandana Khataniar	Superintendent
3.	Mr. Kishore Kr. Basumatary	Junior Superintendent

4.	Mr. Bhaskar Jyoti Saloi	Junior Superintendent
5.	Mr. Binoy Das	Junior Superintendent
6.	Mr. Kalyan Boro	Junior Superintendent
7.	Dr. Lukumoni Borah	Junior Technical Officer
8.	Mr. Amitabh Bordoloi	Junior Technical Officer
9.	Mr. Raktajit Pathak	Senior Technical Superintendent
10.	Mr. Sanjib Sarma	Senior Technical Superintendent
11.	Mr. Prasun Kr. Bhattacharjee	Senior Technical Superintendent
12.	Mr. Sidananda Sonowal	Senior Technical Superintendent

- f. Financial up-gradation of Dr. Surojit Majumdar, Medical Officer and Dr. (Mrs) Pallabi Sarmah, Medical Officer of IIT Guwahati under Dynamic Assured Career Progression (DACP) Scheme as per recommendation of the Selection Committee as detailed below.

Name	Present Designation and Pay Matrix Level	Next Eligible Financial up-gradation level (under DACP Scheme)	Date of Eligibility
Dr. Surojit Majumdar	Medical Officer Pay Level = 10 (PB3 = Rs15600-39100/- , GP = Rs5400/- as per 6 th CPC)	Senior Medical Officer (SMO) Pay Level = 11 (PB3 = Rs15600-39100/-, GP = Rs6600/- as per 6 th CPC)	02.06.2021
Dr. (Mrs.) Pallabi Sarmah	Medical Officer Pay Level = 10 (PB3 = Rs15600-39100/- , GP = Rs5400/- as per 6 th CPC)	Senior Medical Officer (SMO) Pay Level = 11 (PB3 = Rs15600-39100/-, GP = Rs6600/- as per 6 th CPC)	15.06.2021

- g. Correction of some typographical errors observed in the Reservation roster approved in the 104th meeting of BOG held on 04.09.2020 as below with approval of the Director.

Sl. No	Particulars of typographical error	To be corrected version
01.	Method of recruitment for the post of Junior Assistant: 75% by Direct Recruitment	Method of recruitment for the post of Junior Assistant: 100% by Direct Recruitment
02.	Number of posts (Junior Assistant) in the cadre:151	Number of posts (Junior Assistant) in the cadre:115
03.	Roster for the post of Junior Technical Superintendent a). Mr. SumitSingha :ST b). Ms.SabitBoro: SC	Roster for the post of Junior Technical Superintendent a). Mr. SumitSingha :SC b). Ms.SabitaBoro: ST
04.	Roster for the post of Assistant Security Officer a). Mr. Bidyut Kr. Gogoi : OBC	Roster for the post of Assistant Security Officer a). Mr. Bidyut Kr. Gogoi : UR

- h. Appointment of Ms. Upasana Sharma an Advocate practicing in the hon'ble Gauhati High Court and its subordinate Courts, Meghalaya High Court, Central Administrative Tribunal, and Supreme Court under the guidance of a

Senior Advocate as Legal Counsel of the Institute *w.e.f.* 09.09.2021 for a period of one year as per the approval of the Director.

- i. Approval to the List of Holidays to be observed in the Institute for the year 2022, including both 14 compulsory and 5 optional holidays as per OM No.F.No.12/05/2021-JCA-2/ dated 08.06.2021 of the Dept. of Personnel and Training, Establishment (JCA-2) section, Ministry of Personnel, Public Grievance and Pensions

Item No. 27

Items for Reporting to the Board:

The following items are reported to the Board:

- A. **NOT FOR PUBLIC DOMAIN**
- B. **NOT FOR PUBLIC DOMAIN**
- C. Project Implementation Progress Report (PIPR)
- D. Minutes of the Committee constituted for preparation of Road Map for the Innovative Faculty Recruitment with Reservation
- E. **NOT FOR PUBLIC DOMAIN**

The Board discussed and resolved as given below:

Resolution No: R_108BOG/27/2021

The Board **NOTED /RATIFIED** the matters as below:

- A. **NOT FOR PUBLIC DOMAIN**
- B. **NOT FOR PUBLIC DOMAIN**
- C. Project Implementation Progress Report (PIPR for the quarter ending from July 2021 to September 2021.
- D. Minutes of the Committee constituted for preparation of Road Map for the Innovative Faculty Recruitment with Reservation which is being followed and implemented in the Institute
- E. **NOT FOR PUBLIC DOMAN**

SECTION- D: Minutes of meetings of Statutory bodies for reporting to the Board

Item No.28

Minutes of the Eighty Ninth meeting of the Building & Works Committee (B&WC) of the Institute held on 04.10.2021

The Eighty Ninth meeting of the Building and Works Committee (B&WC) of the Institute was held on 04.10.2021. The Minutes of the meeting was placed before the Board to NOTE the recommendation of the B&WC.

The Minute was placed before the Board in terms of the Section 6(8) of the Statute.

Resolution No: R_108BOG/28/2021

RESOLVED that the Minutes of the eighty ninth meeting of the Building & Works Committee (B&WC) of the Institute held on 04.10.2021 through online & offline mode and placed before the Board in terms of the Section 6(8) of the Statute be **NOTED**

Item No.29

Minutes of the 156th Special meeting of the Senate of the Institute to be held on 06.09.2021

The 156th meeting of the Senate of the Institute was held on 06.09.2021 and the Minute of the meeting was placed before the Board to NOTE the recommendation of the Senate.

The Minutes was placed before the Board in terms of the Section 4(10) of the Statute.

After deliberation the Board **RESOLVED** as given below:

Resolution No: R_108BOG/29/2021

RESOLVED that the Minutes of the 156th meeting of the Senate held on 20.10.2021 through online & offline mode and placed before the Board in terms of the Section 4(10) of the Statute be **NOTED**

Item 30

Appointment of Faculty members in Department of Design

The Board was apprised that the relaxation criteria for appointment of faculty members in the Department of Design were adopted by the Institute with approval of the Board in its 76th and 77th Meeting because during the initial period there were scarcity of the eligible candidates with PhD degree in the said area. But, the scenario has completely changed in last few years and now there is no scarcity of faculty applicants with PhD degree in the design areas.

So, the Board was requested to withdraw the relaxation criteria set by the BoG in its 76th and 77th meetings, so that the same eligibility criteria followed for other academic departments of the Institute are enforced, for appointment of faculty members in the Department of Design hence forth.

The Board was requested to deliberate and decide on the matter

The Board discussed and resolved as given below:

Resolution No: R 108BOG/30/2021

RESOLVED to withdraw the relaxation criteria set by the BoG in its 76th and 77th meetings, so that the same eligibility criteria followed for other academic departments of the Institute are enforced, for appointment of faculty members in the Department of Design hence forth be **APPROVED**.

Item 31

To consider the proposal for IIT Guwahati Alumni Awards 2021

The Board was apprised that AER office had sought nominations from all the alumni of IIT Guwahati for Alumni Award 2021. A total of 31 nominations were received in the different categories of Young Alumni Achiever Award, Outstanding Service Award and Distinguished Alumni Award.

As per the Screening and Selection Committee's recommendations, the Standing Committee, headed by the Director, IIT Guwahati had finalized and recommended the following:

1. IIT Guwahati Young Alumni Achiever Award, 2021
Dr. Ankit Garg, Associate Professor, Department of Civil and Environmental Engineering, Shantou University, China.
2. IIT Guwahati Distinguished Alumni Award 2021
Mr. Archit Gupta, Founder and CEO, ClearTax.
3. IIT Guwahati Outstanding Service Award 2021
No suitable nomination was received in this category.

The matter was also placed in the 157th meeting of the Senate held on 20.10.2021 and the Senate approved the proposal for IIT Guwahati Alumni Awards 2021 and recommended the same to Board of Governors, IIT Guwahati for its endorsement.

The Board was requested to approve the recommendation of the Senate for granting Alumni awards as above.

The Board discussed and resolved as given below:

Resolution No: R 108BOG/31/2021

RESOLVED to approve the recommendation of the Senate for granting Alumni awards to the following be **APPROVED**.

1. IIT Guwahati Young Alumni Achiever Award, 2021
Dr. AnkitGarg, Associate Professor, Department of Civil and Environmental Engineering, Shantou University, China.

2. IIT Guwahati Distinguished Alumni Award 2021
Mr. Archit Gupta, Founder and CEO, ClearTax.
3. IIT Guwahati Outstanding Service Award 2021
No suitable nomination was received in this category.

Item No.32

Approval to the recommendation of the Selection Committee for appointment of faculty positions in the Department of Computer Sciences and Engineering and Mehta Family School of Data Sciences and Artificial Intelligence

Interview for different faculty positions in the Department of Computer Sciences and Engineering was held on 08.10.2021 both for CSE and Mehta Family School of Data Sciences and Artificial Intelligence.

The recommendations of the Selection Committee for the faculty positions in the Departments of Computer Sciences and Engineering & Mehta Family School of Data Sciences and Artificial Intelligence was placed before the Board for approval before issuing the appointment letters.

The Board was requested to approve the recommendation of the Selection Committee for appointment of faculty positions in the above departments.

After deliberation the Board resolved as given below:

Resolution No: R_108BOG/32/2021

RESOLVED to APPROVE the recommendation of the Selection Committee for appointment of faculty positions in the Department of Computer Sciences and Engineering and Mehta Family School of Data Sciences and Artificial Intelligence as under:

Department of Computer Science and Engineering

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1.	Dr. Amit C Awekar	Associate Professor	As per rules	-
2.	Dr. ChandanKarfa	Associate Professor	As per rules	-
3.	Dr. DeepanjanKesh	Associate Professor	As per rules	-
4.	Dr. John Jose	Associate Professor	As per rules	-
5.	Dr. DiptapriyoMajumdar	Assistant Professor	Pay Level -11 Cell -3	-
6.	Dr. Sidharth Sharma	Assistant Professor	Pay Level -10 Cell -8	

Mehta Family School of Data Science and Artificial Intelligence

Sl. No.	Name	Recommended for	Initial Pay (Rs.)	Remarks
1	Dr. Neeraj Kumar Sharma	Assistant Professor	Pay Level -11 Cell -3	-

Item: 33

Approval to the list of graduating students who have completed their Ph.D programmes after the 23rd Convocation for the award of degrees.

The Board was apprised that the Senate in its 157th meeting held on 20.10.2021 examined the list of graduating students who completed their Ph.D programmes after the 23rd Convocation till 30.09.2021 and RESOLVED to APPROVE the said list as per **Annexure- 10** (pg.118-120) , for the award of degrees.

The Board was requested to approve the list of graduating students who completed their Ph.D programmes after the 23rd Convocation till 30.09.2021 for the award of degrees as per recommendation of the 157th meeting of Senate held on 20.10.2021.

The Board discussed and resolved as given below:

R 108BOG/33/2021:

RESOLVED to **APPROVE** the list of graduating students as per the aforementioned **Annexure -10**(pg. 119-121) who have completed their Ph.D programmes after the 23rd Convocation for the award of degrees as per recommendation of the 157th Senate Meeting held on 20.10.2021.

Item: 34

Approval to the proposal of setting up of a separate Administrative Unit for Online Degree Programmes of the Institute

As the Institute is getting ready to offer Online Degree programmes and the respective activities are at an advance stage so in the circumstance it was proposed to the Board to create a dedicated administrative unit for this purpose under the following set up and guidelines:

1. The administrative unit for Online Degree programmes will also be a subordinate unit under the Dean of Academic Affairs(DoAA) as the curricula and degrees of the Institutes are routed through Dean of Academic Affairs (DoAA) to the Senate
2. The Academic Affairs Section shall be expanded with dedicated manpower and space for handling the matters of Online Degree programmes starting with assignment of one officer and two staff members.
3. A new Associate Dean of Academic Affairs for Online Programmes, ADoAA (OP), shall be appointed to oversee the activities of the Unit.
4. As the Institute facilities for recording and delivering the online course content, video lectures, etc. for online courses are managed by the Centre for Educational Technology (CET), a faculty member as the Coordinator under the HoC, CET shall be appointed to liaison between CET and OP Unit and handle exclusively the activities of Online Degree programmes at CET.
5. The online degree programmes are expected to be revenue generating programmes and will be self-sustainable without any financial support of the Govt. However, the preliminary expenses may be defrayed from the available resources of the Institute which will be adjusted once the programmes started.
6. So, a separate budget head may be created to meet the preliminary expenses for starting the online programmes including running this administrative unit.
7. A detailed Agenda on the financial will be placed before the next Finance Committee and Board of Governors.

It was also apprised to the Board that the matter was also placed in the 48th meeting of Finance committee held preceding this Board meeting.

The Board was requested to consider and approve the proposal with recommendation of 48th meeting of Finance Committee.

Further the Board was also requested to authorize the Director of the Institute to appoint the new Associate Dean of Academic Affairs for Online Programmes, ADoAA (OP), on a urgent basis for planning and initiating the programmes.

The Board discussed and deliberated as given below:

Resolution No: R 108BOG/34/2021

RESOLVED to **APPROVE** the proposal to create a dedicated administrative unit for purpose of online degree programmes of the Institute under the above mentioned (1 to 7) set up and guidelines as per recommendation of the 48th meeting of Finance Committee to implement the same.

RESOLVED to **AUTHORIZE** the Director of the Institute to appoint the new Associate Dean of Academic Affairs for Online Programmes, ADoAA (OP),) on a urgent basis for planning and initiating the programmes.

Item No 35

Minutes of the 157th meeting of the Senate of the Institute to be held on 20.10.2021

The 157th meeting of the Senate of the Institute was held on 20.10.2021 and the Minutes of the meeting was tabled before the Board on the day of the meeting.

This will be placed before the Board in terms of the Section 4(10) of the Statute. The Board was requested to Note the recommendation of the Senate.

After deliberation the Board **RESOLVED** as given below:

Resolution No: R 108BOG/35/2021

RESOLVED that the Minutes of the 157th meeting of the Senate held on 20.10.2021 through online & offline mode and placed before the Board in terms of the Section 4(10) of the Statute be **NOTED**.

Chairman, BOG IIT Guwahati, in his concluding remarks complemented Director IIT Guwahati and his team for the effort to reach new heights and contribution in various spheres of Arts, Science and Technology.

The Chairman also advised to carry out the good work along with emphasizing more on Academic Excellence, Exchange in Innovation of Science and Technology so that the society at large is benefitted from these innovative technologies.

He further suggested that in each BOG, Heads of each of two or three Departments alternately may showcase the achievement of the Departments, their ideas, innovations, and their contribution to the Nation in general and the North East in particular.

The meeting ended with a vote of thanks to the Chair.

**Prof. A Srinivasan.
Registrar & Secretary,
Board of Governors,
IIT Guwahati**

ANNEXURE-1

NOT ENCLOSED AS ALREADY UPLOADED

ANNEXURE-2

NOT UPLOADED AS ALREADY UPLOADED

Annexure-3

Not Enclosed

(Power Point Presentation of the Director, IIT Guwahati)



THE 48TH MEETING

OF

THE FINANCE COMMITTEE

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

MINUTES



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Technology Guwahati

MINUTES

OF

THE 48TH MEETING OF THE FINANCE COMMITTEE OF
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI HELD ON
25TH OCTOBER 2021 (MONDAY)

The 48th meeting of the Finance Committee was held on 25th October 2021 (Monday) at 8.00 a.m. through video conference mode.

The following members attended the meeting:

- | | | |
|----|---|---------------------------------|
| 1. | DR. RAJIV I. MODI
Chairman & Managing Director of
Cadila Pharmaceuticals Ltd.,
Chairman of Board of Governors and
Finance Committee of IIT Guwahati,
Cadila Corporation Campus,
Sarkhej-Dhokla Road, Bhat,
Ahmedabad – 382210, | Chairman |
| 1. | PROF. T. G. SITHARAM
Director, IIT Guwahati,
Guwahati-781039 | Member |
| 2. | PROF. GAUTAM BARUA
Director, IIIT Guwahati,
Guwahati-781015 | Member |
| 3. | DR. USN MURTY
Director,
National Institute of Pharmaceutical
Education and Research Guwahati (NIPERG),
Sila Katamur (Halugurisuk),
P.O.: Changsari, Guwahati-781101 | Member |
| 4. | PROF. RAJIB KR. BHATTACHARJYA,
Professor, Dept. of CE & Dean, RGF,
IIT Guwahati, Guwahati-781039 | Special Invitee |
| 5 | PROF. A. SRINIVASAN,
Registrar,
IIT Guwahati, Guwahati-781039 | Secretary,
Finance Committee |

The Finance Committee was informed that comments on the Agenda items of the meeting were received from Director (IITs/IIITs) and Director (Finance), Ministry of Education (MoE), vide Letter F. No. F. No. 6-9/2019-TS-I dated 13.10.2021 & email dated 22.10.2021 and 1-39/2010-IFD dated 22.10.2021 respectively. The same has been considered during the course of the meeting.

The agenda for the day was taken up as follows:

Item No. 1

CONFIRMATION OF THE MINUTES OF THE 47TH MEETING OF THE FINANCE COMMITTEE HELD ON 14TH JULY 2021:

The 47th meeting of the Finance Committee of the Institute was held on 14th July 2021 was circulated to all members vide Letter Ref. No. IITG/F&A/47-FC/2020-21/231, dated 30-07-2021 for their comments / observations, if any. No comments were received from any of the members.

The Finance Committee was requested to consider and confirm the Minutes.

The Finance Committee resolved as follows:

Resolution No.: R 48_FC/1/2021:

RESOLVED that the Minutes of the 47th meeting of the Finance Committee held on 14nd July 2021 be CONFIRMED as circulated.

Item No. 2

ACTION TAKEN REPORT ON DECISION OF 47TH FINANCE COMMITTEE MEETING HELD ON 14TH JULY 2021:

The Action Taken Report on the decision of the 47th meeting of the Finance Committee held on 14th July 2021 was placed before the Committee for information.

The Committee noted the same and resolved as follows:

Resolution No.: R 48_FC/2/2021:

RESOLVED that the Action Taken Report of the 47th meeting of the Finance Committee held on 14th July 2021 be NOTED as reported.

Item No. 3

TO CONSIDER AND RECOMMEND CARRY FORWARD OF DEFICIT / UNSPENT BALANCE (USB) OF 2020-21:

The Committee was appraised that during the Financial Year 2020-21, the Govt. of India (MoE), sanctioned and released Grants-in-aid to the Institute to the tune of ₹4500.00 Lakh under the Capital head and ₹31597.25 Lakh under Revenue head.

The following is the break-up of Capital and Revenue expenditure during the financial year 2020-21:

Sl	Particular	REVENUE			CAPITAL	
		OH 31 NON- SALARY	OH 36 SALARY	Total Revenue	OH 35 CAPITAL	
A	USB as on 01.04.2020	3612.75	0.00	3612.75	371.72	
B	GIA Received	11412.25	20185.00	31597.25	4500.00	
C	IRG 2020-21	1453.77		1453.77		
D	Total available fund (A+B)	16478.77	20185.00	36663.77	4871.72	
E	Less, Expenses 2020-21	16453.20	17316.63	33769.83	3615.50	
F	USB as on 01.04.2021	25.57	2868.37	2893.94	1256.22	

In view of the above, the Finance Committee was requested to recommended to the Board of Governors for approval of the Carry Forward of the Unspent Balance of ₹2893.94 Lakh under Revenue head and ₹1256.22 Lakh under Capital head to the Current Financial Year 2021-22.

The Committee considered the same and resolved as below:

Resolution No.: R 48_FC/3/2021:

RESOLVED to recommend to the Board of Governors that the unspent balance of financial year 2020-21 amounting to ₹2893.94 Lakh under Revenue head and ₹1256.22 Lakh under Capital head be carried forward to the Financial Year 2021-22.

Item No. 4

REVIEW THE EXPENDITURE UNDER CAPITAL AND REVENUE HEAD FOR THE FINANCIAL YEAR 2021-22 (UPTO 30-09-2021):

The Finance Committee was apprised that an amount of ₹1267.63 Lakh under Capital head and ₹14864.74 Lakh under Revenue head was spent during the period 01.04.2021 to 30.09.2021. Summary of the fund position related to Grants received from Ministry of Education is as below:

(₹ in Lakh)

Head	Sub-Head	Opening Balance as on 01-04-21	Grants received till 30-09-21	Total fund available (1+2)	Expenditure From 01-04-21 To 30-09-21	Unspent balance / Deficit as on 01-10-21 (3-4)
		1	2	3	4	5
CAPITAL	Non-Recurring	1256.22	1527.00	2783.22	1267.63	1515.59

Head	Sub-Head	Opening Balance as on 01-04-21	Grants received till 30-09-21	Total fund available (1+2)	Expenditure From 01-04-21 To 30-09-21	Unspent balance / Deficit as on 01-10-21 (3-4)
		1	2	3	4	5
REVENUE	Non-Salary	25.57	4748.19	4773.76	5898.55	(-) 1124.79
	Salary	2868.37	5900.00	8768.37	8966.19	(-) 197.82
TOTAL		2893.94	10648.19	13542.13	14864.74	(-) 1322.61

STATUS OF SANCTIONED HEFA PROJECTS:

I. Against Loan amount of ₹197.85 Crore:

(₹ in Crore)

Sl. No	Name of the Projects	Sanctioned value	Amount disbursed
1.	Construction of F-Type residential tower	159.63	60.63
2.	Extension of Academic Complex of CET & CIF	38.22	8.10
TOTAL		197.85	68.73

II. Against Loan amount of ₹99.49 Crore:

(₹ in Crore)

Sl. No.	Name of the Works	Sanctioned value	Amount disbursed
A Construction:			
1	Extension of Academic Complex Ph-V	24.5	18.83
2	Construction of 1000 seater Boys' Hostel no. 11	46.76	40.15
3	Construction of Boundary Wall	10.83	8.98
4	Construction of Transit Accommodation 3	2.64	1.59
5	Augmentation of HVAC Plant	2.68	0.00
6	Rectification and straightening of Internal Roads Ph-II	5.15	5.15
TOTAL		92.56	74.70
B Research Equipment:			
1	Clean Room - and Allied Utilities	6.93	0.49
TOTAL (A+B)		99.49	75.19

In addition to above, the following projects have been sanctioned by HEFA, MoU for which with HEFA was signed on 27th September 2021:

Sl. No.	Name of the Works	Amount of HEFA Loan (₹ in Crore)
1.	Construction of 60 seater Hostel for International Faculty and Students	15.00
2.	Construction of building for the Dept. of Bio-Science & Bio-Engineering	45.00
3.	Construction of building for CORE Labs for Under Graduate Students	15.00
4.	Construction of Top 4 floor floors of the Research Building, 2 nd floor of Students Activity Centre & top floors of Class Room Complex	10.51
5.	Vertical Extension of Mechanical Engineering Department at IIT Guwahati	11.00
6.	Liquid chromatography Mass Spectrometry (LCMS/MS)	3.00
Total		99.51

The Finance Committee noted the expenditure status as reported and resolved as below:

Resolution No.: R 48_FC/4/2021:

RESOLVED that the expenditure status under Capital and Revenue head for the period 01-04-2021 to 30-09-2021 be NOTED as reported.

Item No. 5

TO CONSIDER REVISED ESTIMATES (RE) FOR THE YEAR 2021-22 AND BUDGET ESTIMATES FOR THE YEAR 2022-23 UNDER BOTH CAPITAL AND REVENUE HEADS:

The Finance committee of the Institute vide its Resolution No. R 45_FC/4/2020 taken during its 45th meeting held on 30.11.2020 had recommended to the Board of Governors of the Institute for approval of Budget Estimates (BE) for the year 2021-22 with Capital Budget of ₹7100.00 Lakh and Revenue Budget of ₹50700.00 Lakh which was subsequently approved by the Board in its 105th meeting held on the same day.

Against this estimates Ministry has allocated funds for the financial year 2021-22 as under:

Fund head	Object Head	(₹ in Lakh)	
		BE 2021-22 (45 th FC)	Allocation from Ministry
Capital	OH 35	7100.00	5100.00
Revenue –General	OH 31	25000.00	16900.00
Revenue – Salary	OH 36	25700.00	24500.00

Subsequently, as per Letter F. No. 23017/08/2021-IF-I, dated 17.09.2021 from the Ministry Revised Estimates (RE) 2021-22 and Budget Estimates (BE) 2022-23 was prepared and sent accordingly. The summary of the RE for the year 2021-22 and BE for the year 2022-23 is as follows:

Fund head	Object Head	(₹ in Lakh)		
		Allocation from Ministry for the year 2021-22	RE 2021-22	BE 2022-23
Capital	OH 35	5100.00	6450.00	9600.00
Revenue –General	OH 31	16900.00	19594.50	27500.00
Revenue – Salary	OH 36	24500.00	24750.00	27000.00

The details of RE 2021-22 and BE 2022-23 under Capital and Revenue head respectively is enclosed as at Annexure – I.

The Finance Committee was requested to recommend to the Board of Governors for approval of the Revised Estimates for the year 2021-22 and Budget Estimates for the year 2022-23 as sent to the Ministry.

The Finance Committee noted the Revised Estimates 2021-22 and Budget Estimates 2022-23 as presented and resolved as follows:

Resolution No.: R 48_FC/5/2021:

RESOLVED that the Revised Estimates 2021-22 and Budget Estimates 2022-23 as presented before the Committee be recommended for approval to the Board of Governors of the Institute.

Item No. 6

TO REPORT ON PROJECT IMPLEMENTATION PROGRESS REPORT (PIPR) UNDER HEFA:

The Project Implementation Progress Report related to HEFA sanctioned projects for the quarter ending September 2021 which was submitted to HEFA was presented before the Committee. The Finance Committee noted the expenditure status as reported and advised that proper steps be taken to expedite the progress of the capital works so that optimum utilization of fund can be achieved.

The Finance Committee resolved as follows:

Resolution No.: R 48_FC/6/2021:

The Finance Committee resolved that the Project Implementation Progress Reports (PIPR) related to HEFA Projects for the 2nd quarter of the financial year 2021-22 be noted as reported.

Item No. 7

TO APPROVE AUTHORIZED SIGNATORIES FOR ALL INVESTMENT DOCUMENTS / DEEDS WITH M/S EDELWEISS GLOBAL WEALTH MANAGEMENT LTD.

M/s Edelweiss Global Wealth Management Ltd has been appointed as Investment Adviser of IIT Guwahati after going through a tendering process. The firm is to formulate an investment policy related to the surplus funds of the Institute and also to advise the Institute in various investment related issues. The firm now request for a Board Resolution regarding approval for investment of surplus fund and authorized signatories to deal with them.

The Finance Committee is requested to consider and recommend to the Board for approval of the following:

1. The Institute may invest surplus funds following Govt. of India norms in any of the following:
 - a) Debt Instruments / Treasury Bill / Securities / issued and or guaranteed by the Government of India.
 - b) Corporate Debt / short Term Deposits / Commercial Paper / Inter corporate deposits of any schedule commercial bank, Financial Institution or any to other AAA Rated borrower.
 - c) Money Market / Liquid Funds / Equity Funds / Fixed Maturity Plants / Bond Funds / Gift Funds and any other Fixed Income Scheme floated by Mutual Fund houses registered with the Security and Exchange board of India (SEBI)
 - d) Bonds / Certificate of deposits / Fixed deposits with / or any scheduled commercial or cooperative bank and or financial institution.
2. Further the Director, Registrar and Head of Section (Finance & Accounts) by position be authorized to sign, execute and submit such applications, undertakings, agreements and other requisite documents writings and deeds with M/s Edelweiss Global Wealth Management Ltd. Presently, Prof. T. G. Sitharam, Prof. A. Srinivasan and Mr. D. J. Goswami who are holding the position of Director, Registrar and Head of Section (F&A) respectively will be the authorized signatories for this purpose.

It was also apprised to the Finance Committee that any decision regarding investment as mentioned in 1 above, will be taken through the Institute Investment Committee or any appropriate authority as decided by the Institute. The signatories as mentioned in 2 above will be only the Authorized Representatives for signing of the related documents.

The Finance Committee resolved as follows:

Resolution No.: R 48_FC/7/2021:

RESOLVED to recommend to the Board for approval of the proposal of investment of surplus fund following Govt. of India norms and as decided by the Institute Investment Committee or any appropriate authority as decided by the Institute and also to authorize Director, Registrar and Head of Section (Finance & Accounts) by position as signatories only on behalf of the Institute for all such investment related documents.

Item No. 8

TO ACCORD FINANCIAL CONCURRENCE FOR THE WORKS RECOMMENDED BY BUILDING & WORKS COMMITTEE (B&WC):

The Building & Works Committee of the Institute in its 89th meeting held on 4th October 2021 recommended the following works for concurrence of the Finance Committee towards recommendation to Board of Governors of the Institute for administrative approval of the Board:

Sl. No.	ITEM	Source of Fund	
		Capital	Revenue
1	Modified Estimate for "Augmentation of the 11/0.433 KV sub-station no-5 in the IIT Guwahati Campus".	111.00	
2	Estimate for the work "D-Check maintenance of 1 x 1500KVA & C-Check maintenance 1 x 1500 KVA D.G. Sets installed in the 33kV substation premises in IIT Guwahati campus".		39.63
Total		111.00	39.63

The Finance Committee was requested to consider and recommend to the Board for administrative approval of the same.

The Finance Committee resolved as follows:

Resolution No.: R 48_FC/8/2021:

RESOLVED that financial concurrence for the works as recommended by the 89th meeting of the B&WC held on 4th October 2021 be accorded and recommend to the Board for its administrative approval.

Item No. 9

TO REPORT ABOUT FUNDING OF SCHOLARSHIP TO REGULAR M.TECH / PH.D SCHOLARS:

To cater the need for giving thrust in research activities, students are encouraged to enroll in various Post Graduate programmes offered by the Institute. Regular students for M. Tech and Ph.D are offered scholarships at the rate of ₹12,400.00 per student per month for M.Tech / M.Des / MSR and ₹31,000.00 / ₹35,000.00 per student per month for Ph. D as per Govt. norms. Presently 1167 of M.Tech / M.Des / MSR and 1344 of Ph.D / Dual Degree students are registered in the Institute as on date who are eligible for this scholarships. With opening of new Centres and Schools, it is expected that no. of students perusing post graduate programmes will increase substantially from the next academic session.

The fund for the scholarships is made from the Grants received under Revenue – General (OH 31) head from the Ministry. However, as mentioned in the Item No. 4, in the current financial year 2021-22, Institute was allocated ₹16900.00 Lakh against an estimates of ₹25000.00 Lakh. In addition to student scholarship, expenses pertaining to Lab Consumables / Contingency (AMC), Electricity and Power, Repair and Maintenance, Security and Cleaning expenses which are of revenue nature are to be made from this head. Out of estimated amount of ₹25000.00 Lakh, ₹9500.00 Lakh was earmarked for Student Scholarship. As the

scholarship amount cannot be reduced considering the allocation from the Ministry, the Institute is facing difficulties to maintain the expenditure under other revenue heads. So, if the number of students are increased by the next Academic session as planned unless more grant is allocated under revenue head - General (OH 31) by the Ministry, it will be very difficult to run the Institute smoothly.

The Finance Committee deliberated on the matter and advised the Ministry be approached for additional allotment of funds under Revenue – General head for payment of Students Scholarship of Ph. D and M. Tech students.

The Finance Committee resolved as follows:

Resolution No.: R 48_FC/9/2021:

The Finance Committee noted the status of scholarship funds for Ph. D and M. Tech students and advised to approach Ministry for enhancement of funds under Revenue – General head.

Item No. 10

RECOVERY OF EXCESS PAY FROM DR B K RAI, FORMER ASSISTANT PROFESSOR IIT GUWAHATI:

The C&AG Audit during audit for the Financial Year 2018-19 observed that the initial pay of the following three Faculty members at the time of joining were fixed higher than the pay prescribed by MHRD which was termed as irregular and advised to recover the same from the salary of the said Faculty members.

Sl. No.	Name of the Faculty member	Excess Amount (₹)
1.	Dr. Praveen Tripathy, Associate Professor, Dept. of EEE	4,50,682.00
2.	Dr. Tony Jacob, Associate Professor, Dept. of EEE	4,50,247.00
3.	Dr. Brijesh Kr. Rai, Former Asstt. Professor, Dept. of EEE	2,02,820.00

Out of the above three Faculty members, Dr. Tripathy and Dr. Jacob has been working in the Institute and their excess amount is being deducted every month @ ₹25,000.00 w.e.f. August 2020. The recovery will be complete in January 2022.

But, Dr. Rai was imposed compulsory retirement on 01.01.2020 and so the excess amount so paid could not be recovered from him. Letters were sent to him on 18.11.2019, 19.03.2020 and 22.05.2020 requesting him to deposit the excess amount paid to him as observed by the Audit. However, the amount has not yet been deposited by Dr. Rai. However, the following compulsory retirement benefits in respect of Dr. B. K. Rai are kept on hold:

Cash equivalent to unutilized Earned Leave (157 days)	₹8,79,262.80
Cash equivalent to unutilized Half Pay Leave (143 days)	₹4,03,228.80
Total	₹12,82,491.60

The matter was placed before the Finance Committee for adjustment of the excess pay on one-time basis with the retirement benefits due to Dr. Rai and recommend for concurrence of the Board.

Finance Committee deliberated the matter resolved as follows:

Resolution No.: R 48_FC/10/2021:

RESOLVED to concur with the proposal of recovery of excess amount paid to Dr. B. K. Rai due to irregular fixation of initial pay as pointed out by C&AG from the retirement benefits immediately and recommend to the Board for approval of the above.

Item No. 11

NON-PAYMENT OF LICENCE FEE BY DR B K RAI FORMER ASSISTANT PROFESSOR, IITG, DEPT OF EEE FOR THE PERIOD FROM FEBRUARY, 2020 TILL DATE AND FUTURE ACTION TO BE TAKEN FOR CONTINUED OCCUPATION OF INSTITUTE QUARTER:

As per Institute rules for Allotment of Residential Accommodation (Approved vide BOG resolutions R 28/11/2001, R 28/23/2001, R 29/15/2002 & R 72/24/2012) an employee residing in the quarter, who has resigned or has been terminated or dismissed or removed from service from the Institute can avail the quarter for a period of 1 month at the concessional rate (i.e. the rate applicable to an existing employee) and 15 times of the normal licence fee beyond the concessional period. But the Board, in its 103rd meeting held on 15.07.2020, resolved to enhance the existing licence fee to 50 times beyond the concessional period, retrospectively from 01.01.2020. In view above, Dr Rai is entitled to occupy the quarter at the normal licence fee for 1 month and 50 times of the License fee for the period beyond 1 month. Since Dr. Rai is still occupying the quarter, he has been asked to pay the license fee at enhanced rate accordingly. The details can be seen in the table below:

Period	License Fee	Multiplying factor	Month	Amount in ₹
January 2020	680	1	1	680.00
February 2020 to June 2020	680	50	5	1,70,000.00
July 2020 to September 2021	790	50	15	5,92,500.00
TOTAL				7,63,180.00
Deduction of online payment made by Dr. B K Rai (Transaction ref. no. 200340216718476 dated 28.02.2021)				(-) 7,220.00
Total amount to be payable after deduction				7,55,960.00

Dr Rai was intimated time and again to pay the License fee at the enhanced rate. It is further apprised to the Finance Committee that 2 (two) cheques amounting to Rs. 4720.00 (Rs. 2720 bearing cheque no. 851846 dtd. 20/03/2020 and Rs. 2040 bearing cheque no. 851847 dtd. 07/05/2020) were submitted by Dr. B. K. Rai, but, the cheques were not en-cashed by the Institute due to non-payment of the license fee at the enhanced rate.

The Institute was supposed to issue a legal notice to Dr B K Rai for the pending amount. However, the legal retainer advised the institute to issue a notice through the Estate Officer Copy of the Legal Opinion is enclosed at Annexure - II.

It is to be noted that the Institute has been issuing notices regularly to Dr. Rai for payment of rent. However, he has not cleared the dues till date. Dr. B K Rai dues will soon exceed his retirement benefits.

The Finance Committee deliberated on the matter and resolved as follows:

Resolution No.: R 48_FC/11/2021:

RESOLVED to recommend that a final notice as per the opinion and format provided by the Legal Retainer be issued to Dr. Rai for depositing the outstanding amount of licence fee as calculated by IIT Guwahati within 7 (seven) days of issuance the notice, failing which, entire outstanding amount along with penalty for non-payment / late payment of the licence fee as per Govt. rules will be recovered from retirement benefit due to him.

The Finance Committee further ADVISED to take necessary steps for eviction of Dr. B. K. Rai from Institute quarter as per rule, in case Dr. Rai fails to pay the outstanding amount of Licence fee and continues to be the defaulter.

The matter is to be forwarded to Board of Governors for its approval.

Item No. 12

TO CONSIDER THE ISSUE OF USE OF INDIVIDUAL AADHAAR CARD WHILE USING Government e-Marketplace (GeM) PORTAL:

While using the GeM portal, individual Aadhaar number is required to be linked for processing any purchases. However, many employees of the Institute are expressing their apprehension in sharing the Aadhaar No., as the Aadhaar number is a personal documents of Indian citizen and all personal data including Bank A/c no., PAN no. etc. are linked with it and this may be misused by outsiders. They are seeking assurance from IIT Guwahati that the Institute will support them in case of any unauthorized / illegal use of their personal details connected to their Aadhaar Card.

The matter was discussed elaborately and the Finance Committee resolved as follows:

Resolution No.: R 48_FC/12/2021:

The Finance Committee observed that while performing official duties by an employee, the use of Employee's Aadhaar No. is the norm in all Govt. departments. Being a Government initiative, there should not be any apprehension on the part of the employees' of IIT Guwahati for misuse of individual data linked to the Aadhaar number while using their Aadhaar number in performing official duties.

Item No. 13: ANY OTHER ITEMS WITH THE PERMISSION OF THE CHAIR:

- i) TO CONSIDER FINANCIAL UP-GRADATION IN RESPECT OF DR. RANJIT KR RAJBANGSHI, ASSISTANT LIBRARIAN OF IIT GUWAHATI UNDER CAREER ADVANCEMENT SCHEME (CAS):

A Selection Committee was constituted with the following members to examine the matter of financial up-gradation under Career Advancement Scheme (CAS) in respect of Dr. Ranjit Kr. Rajbangshi, Assistant Librarian, L B Central Library, IITG.

1. Director, IIT Guwahati
2. Prof. S.K Srivastava, Former Vice Chancellor, NEHU, Shillong
3. Registrar (interim), IIT Guwahati
4. Dean (RGF), IIT Guwahati
5. Prof. Sudip Talukdar, Professor, Department of Civil Engineering

The Committee met on 24.09.2021 at 11.00 AM in the Interview Room, Administrative Building of IIT Guwahati and examined the matter as per Institute notification bearing reference No. AD/32/98/Vol.17/2821 dated 01.09.2014. The Committee also noted that BOG in its 77th meeting held on 12.07.2014 has considered the CAS for the post of Librarian, Deputy Librarian and Assistant Librarian to be regulated as per MHRD order vide No. 1-32/2006-U.II/U.I(i) dated 31.12.2008 and in view of this the AGP of Librarian, Dy. Librarian and Asst. Librarian had been upgraded w.e.f. 12.07.2014.

The Committee also noted that as per MHRD letter No. 1-32/2006-U.II/U.I (I) dated 31.12.1008, under Sl. No. 5 (c)(ii) on completion of service of 5 years, Assistant Librarian (Sr. Scale)/ College Librarian (Senior Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts in Pay Band of Rs.15600-39100, with Academic Grade Pay of Rs.8,000, subject to their fulfilling other conditions of eligibility (such as Ph.D. degree or equivalent published work etc. for Deputy Librarian) as laid down by the UGC. They shall be designated as Deputy Librarian/ Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade), as the case may be. Again as per Clause No. 5 (c) (iii) of the aforesaid MHRD letter the existing process of selection by a Selection Committee shall continue in respect of promotion to the post of Deputy Librarian and their equivalent posts.

Further, the Committee noted the following details regarding date of joining, date of financial up-gradation and academic qualification in respect of Dr. Ranjit Kr. Rajbangshi as below:

Name of the Assistant Librarian	Date of joining the Institute as Asst. Librarian	Date of financial upgradation as per MACP (GP 6600)	Date of granting AGP as per Institute Notification under reference No. AD/32/98/Vol.17/2821 dated 01.09.2014	Date of obtaining Ph.D. Degree
Dr. Ranjit Kr. Rajbangshi	12.06.1998	01.09.2008	12.07.2014 (Pay Level 11 as per 7 th CPC) (GP 7000 as per 6 th CPC)	26.02.2017

The Committee further noted that Dr. Ranjit Kr. Rajbangshi satisfied the educational qualification & experience criteria and was hence called to appear before the Selection Committee on 24.09.2021 and accordingly he was present in the meeting. The committee interacted with the candidate and found his performance to be satisfactory.

Therefore, the Committee **RECOMMENDED** to grant financial up-gradation to Dr. Ranjit Kr. Rajbangshi from Pay Level 11 to Pay Level 12 under Career Advancement Scheme (CAS) as detailed below.

Name	Present Designation and Pay Matrix Level	Next Eligible Financial up-gradation level (under Career Advancement Scheme)	Date of Eligibility
Dr. Ranjit Kr. Rajbangshi	Assistant Librarian Pay Level = 11 (PB3 = ₹15600-39100/-, AGP = ₹7000/- as per 6 th CPC)	Deputy Librarian Pay Level = 12 (PB3 = ₹15600-39100/-, AGP = ₹8000/- as per 6 th CPC)	12.07.2019

The minutes of the meeting of the selection committee is also attached herewith.

The matter was included as an agenda item in the 108th meeting of the Board which will be held after this meeting. The finance Committee is requested to consider and recommend to the Board for approval of the recommendation of the Selection Committee granting financial up-gradation to Dr. Ranjit Kr. Rajbangshi from Pay Level 11 to Pay Level 12 under Career Advancement Scheme (CAS).

The Finance Committee concurred with the proposal and **RESOLVED** as follows:

Resolution No.: R 48_FC/13(i)/2021:

RESOLVED to recommend to Board of Governors for approval of the selection committee recommendation related to granting financial up-gradation to Dr. Ranjit Kr. Rajbangshi from Pay Level 11 to Pay Level 12 under Career Advancement Scheme (CAS) w.e.f. 12.07.2019.

ii. To consider the proposal of setting up of a separate Administrative Unit for Online Degree Programmes of the Institute

As the Institute is getting ready to offer Online Degree programmes and the respective activities are at an advance stage so in this circumstance it is proposed to create a dedicated administrative unit for this purpose under the following set up and guidelines:

1. The administrative unit for Online Degree programmes will also be a subordinate unit under the Dean of Academic Affairs (DoAA) as the curricula and degrees of the Institutes are routed through Dean of Academic Affairs (DoAA) to the Senate
2. The Academic Affairs Section shall be expanded with dedicated manpower and space for handling the matters of Online Degree programmes starting with assignment of one officer and two staff members.


3. A new Associate Dean of Academic Affairs for Online Programmes, ADoAA (OP), shall be appointed to oversee the activities of the Unit.
4. As the Institute facilities for recording and delivering the online course content, video lectures, etc. for online courses are managed by the Centre for Educational Technology (CET), a faculty member as the Coordinator under the HoC, CET shall be appointed to liaison between CET and OP Unit and handle exclusively the activities of Online Degree programmes at CET.
5. The online degree programmes are expected to be revenue generating programmes and will be self-sustainable without any financial support of the Govt. However, the preliminary expenses may be defrayed from the available resources of the Institute which will be adjusted once the programmes started.
6. So, a separate budget head may be created to meet the preliminary expenses for starting the online programmes including running this administrative unit.
7. A detailed Agenda on the financial will be placed before the next Finance Committee and Board of Governors.

The Finance Committee considered the proposal as presented and resolved as follows:

Resolution No.: R 48_FC/13(ii)/2021:

The Finance Committee took note of the proposal of setting up of a separate Administrative Unit for Online Degree Programmes of the Institute and recommend to the Board for further approval towards implementation of same.

The meeting ended with a vote of thanks to the Chair.


(Prof. A. Srinivasan)
Registrar & Secretary,
Finance Committee

Annexure-5

Total Vacant Position for Direc Recruitment of Non-teaching Staff				
Sl. No.	Name of Post	Group	Pay Matrix Level as per 7th CPC	No. of vacancies
1.	Institute Engineer	A	14	1
2.	Superintending Engineer	A	13	2
3.	Dy. Librarian	A	12	2
4.	Workshop Superintendent	A	12	1
5.	Sr. Technical Officer	A	12	3
6.	Assistant Registrar	A	10	1
7.	Asst. Executive Engineer	A	10	1
8.	Technical Officer Gr. II	A	10	2
9.	Students' Counsellor	A	10	1
10.	Sr. Security Officer	A	10	1
11.	Performing Arts Counsellor	A	10	1
12.	Artist	B	7	3
13.	Jr. Artist	B	6	2
14.	Jr. Technical Superintendent	B	6	22
15.	Jr. Engineer	B	6	4
16.	Draughtsman	B	6	1
17.	Electrical Supervisor	C	3	1
18.	Plumbing Supervisor	C	3	1
19.	Sewage Supervisor	C	3	1
20.	Jr. Technician / Jr. Mechanics/ Jr. Lab Asst.	C	3	4
21.	Midwife/ Nurse	C	3	3
22.	Junior Assistant	C	3	8
23.	Junior Attendant	C	1	12
				78



IIT GUWAHATI AMBULANCE POLICY

Medical Section
IIT Guwahati Hospital
IIT Guwahati
Guwahati-781039

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:Introduction:

The IIT Guwahati Ambulance Policy is framed in order to facilitate judicious and efficient use of Institute ambulances for patient care. At present IIT Guwahati Hospital has 04 numbers of functional ambulances catering to patient needs. Of these, one is an Advance Life Support (ALS) Ambulance and the other three are Basic Life Support (BLS) ambulance.

IIT GUWAHATI AMBULANCE USAGE RULES

:IIT Guwahati Ambulance Usage Rules:

- 1.1. To bring patients to IIT Guwahati Hospital in an emergency state within the IIT Guwahati campus, at the discretion of the attending doctor.
- 1.2. To transfer emergency patients from the IIT Guwahati campus to a referred hospital by on duty doctor.
- 1.3. To send patients for check-up to a hospital located in Guwahati in the immediate post-hospitalisation period, if it is not possible to use other vehicle for the same.
- 1.4. The Ambulance will carry the patient and one attendant only with minimum luggage.
- 1.5. The Ambulance should be released so as to return to the campus at the earliest possible time.
- 1.6. The Ambulance should not be used for carrying any kind of goods other than essential medical items for IITG Hospital use.
- 1.7. The Ambulance should not to be used as a Hearse van for carrying dead body and also animals.

AMBULANCE MAINTENANCE POLICY

3.1 Procedure for Availing Ambulance:

The procedure for availing Institute ambulance facility by a person in need of it should be in accordance with the following rules under the situations described below:

- (1) For a person calling from Institute residential quarters and hostels:
The patient should call the hospital reception counter on the following intercom phone numbers i.e. either at 2099 or 5555. The patient can also call at 2097 (Hospital emergency number) if the reception is busy. The patient should disclose his or her identity, location (quarter number or hostel name, hostel name, phone number). If the patient is a hosteller, first of all he or she should immediately come to the security desk of his or her hostel. This is necessary as it helps the ambulance driver to locate the patient in distress when the driver actually reaches the location for transferring the patient to the IIT Guwahati Hospital.
- (2) The reception counter after receiving the information from the patient informs the doctor-on-duty and after getting the permission from the doctor sends the ambulance to its destination for transferring the patient to the hospital.
- (3) In case, if no ambulance is available at the time of request, the patient may have to take help of his/her acquaintance (friend) in order to arrive at the hospital for medical help. It is noteworthy that the hospital always tries its best to send the ambulance to the needy person but in a situation if all the ambulances are preoccupied with other patients then it may not be possible always to send the ambulance.
- (4) In case a person is calling from anywhere in the campus (i.e. other than the locations mentioned at point.1) then he or she has to disclose (a) his or her mobile number and (b) exact location to the reception counter.
- (5) At times when the person needing ambulance help is at high-risk emergency, the reception counter may send the ambulance to the required location for bringing the patient to the hospital without informing the doctor-on-duty. However, after sending the ambulance to the patient, the reception has to inform the doctor-on-duty immediately. In such cases hospital may send a medical assistant with the ambulance in order to carry the patient, if need arises.
- (6) An ambulance register is maintained for recording patient arrival and departure times. All the patients or the attendants using the

ambulance have to mandatorily sign on the ambulance register in presence of the ambulance driver.

N.B.: The decision of sending an ambulance for patient transfer will always remain with the doctor-on-duty present in the IIT Guwahati Hospital/ with oral approval from HOS Medical.

3.2 Penalties for Ambulance Misuse:

There are provisions for imposing penalties either (a)for violating ambulance rules or (b) on situations where a person is found misusing the Institute's ambulance facility. The penalties can be in the form of a *heavy fine* or invoking strict *disciplinary action* on the guilty person. The quantum of penalty imposed will be determined by the appropriate Authorities of this Institute as mentioned below.

- (a)For employees or dependents: By the Director, IIT Guwahati or the Officer delegated by the Director.
- (b)For students: The Dean, Students Affairs IIT Guwahati
- (c)For any person other than mentioned at point. (a) and point. (b): By the Director, IIT Guwahati or the Officer delegated by the Director.

3.3 Ambulance Maintenance:

The task of ambulance maintenance has been divided into two parts:

- (a) **Fuel maintenance for ambulances:** The Medical Section will be responsible for maintaining the fuel replenishment for all the functional ambulances of the Institute. For this purpose, *periodic fuel bill* will be raised by a fuel station having signed contract/agreement with the Institute for fuel refill. The bills will be paid from the Institute accounts subject to the verification of the bills by the Medical Section. The bills will be paid to the designated fuel station by online means only which may include RTGS/NEFT/UPI/e-wallet e.t.c. The Authority will *appoint* an Institute *Regular Driver* deployed in Establishment Section, who will be *assisting* the Medical Section in checking all the fuel bills in future. If the above method does not take place due to some reasons, the other option will be a fuel *imprest* assigned with an amount sanctioned for this purpose. The regular driver assigned by the Establishment section may be asked by the Medical Section to submit report on fuel consumption.
- (b) **Ambulance Repair:** The Medical Section will be responsible for *minor repairs* of the ambulances. This is subject to a ceiling of *Rs5000.00* (Rupees Five Thousand only). The responsibility of *major fault* repairs beyond *Rs5000.00* will remain with the Establishment Section only. The Institute Appointed Driver as mentioned in point (a) will look into the ambulance fault, machinery maintenance and submit report to the concerned sections for undertaking repairs from time to time. Apart from the periodic assessment of ambulances, the Establishment Section will also look

after the matters related to the *periodic servicing, vehicles insurance and warranty*.

- (c) **Imprest:** An imprest of ₹ 50,000/- (Rupees Fifty Thousand only) will be assigned to the Medical Section to meet the fuel and repairing expenses as provided in detail in (a) and (b) above.

04. Disclaimer

The Ambulance policy encompasses views expressed by various Medical Consultants, MUG Committee and various stakeholders associated with the ambulance service. At any stage, the Medical Section or any person serving IIT Guwahati Hospital will not be responsible anyway if ambulance service does not meet the desired objectives spelt out in the policy. The policy may need revisions in future based on the recommendation of the Medical Experts and Institute/Nodal/Regulatory Authorities.



**DATA RETENTION POLICY FOR IITG
TELEMEDICINE PORTAL**

IIT Guwahati Hospital

IIT Guwahati

Guwahati-781039

Email: medsec@iitg.ac.in

Contact no.: 0361-2582100/2986/2104

Policy Framework

(1) Introduction

(2) Scope and definitions

(3) Stakeholders and their roles:

(i) Registered Medical Practitioners (RMPs)

(ii) Users

(iii) Computer and Communication Centre (CCC), IITG

(4) Policy guidelines

(5) Legal aspect of the policy

(6) References

(7)Disclaimer

Introduction: The IITG Telemedicine Portal was launched on 16th March, 2021. In order to streamline the procedure(s) for retention of digital data accumulated through the portal a policy for data retention has been formulated. The inputs from RMPs, CCC and end-users have been taken into the account while drafting the policy. In addition to that the guidelines issued by the government regarding telemedicine practices and also the government orders for medical records retention have formed the base of the policy.

Scope: This policy encompasses the various principles or aspects for retention of all kinds of medical records stored in form of digitalised data accumulating in the portal for availing telemedicine consultations and for other patient care uses. The responsibilities of the RMPs and end-users have been mentioned in the policy documents. The data security and privacy clause have been spelt out in the policy. However, the entire scope of the policy will be guided by the latest government policies or guidelines and subject to amendments from time to time or as per the rules of this institute.

Definitions:

(1) **RMPs:** RMPs means Registered Medical Practitioners or doctors who are responsible for patient care duties including telemedicine consultation.

(2) **Users:** Users means the patient availing the telemedicine consultation from the RMPs.

(3) **Data retention:** The policies that pertains to un-modifiable data and data management.

(4) **Digital Data:** Any form electronic data that includes electronic files, sms, messages, chat-messages, emails, images, audio clip, video clip, audio-video clips e.t.c.

(5) **Data Privacy:** Data Privacy describes the practices which ensure that the data shared by customers is only used for its intended purpose.

(6) Data Security: Data security is the practices of protecting digital information from unauthorized access, corruption, or theft during its entire lifecycle.

Stakeholder and their roles:

(i) RMPs: As per the MCI guidelines on telemedicine practices, RMPs role in keeping the data secured and private is accorded topmost priority. They must ensure that the patient data is kept secured and free from any unauthorised access of any third party.

-See page 16 of MCI guidelines

(ii) Users: Users should provide their identity before indulging in any form telemedicine consultation and should completely abide by the instructions given by the RMPs. Anonymous user can never undertake the consultation from RMPs. The digital data should be uploaded as per the advice of the RMPs should completely match the file size (in pdf, jpeg, e.t.c.). The consent from patient(user) who is willing to avail telemedicine consultation is completely mandatory.

(iii) CCC: The CCC should provide the technical support to users and RMPs and maintain the digital data and data servers used for retaining and retrieval of these data accumulated during consultation. They have to provide all the data to the RMPs before the retention period gets over. The period for the retaining data will be mandated as per the advice of RMPs or per the exiting government orders in this matter. The most important role of CCC will be to provide a digital or virtual platform for facilitating telemedicine consultation.

Policy guidelines:

The policy is drafted based on the MCI guidelines for telemedicine practices in India, 2020 and also as per the IHR 2020. The policy has adopted the standard practices for maintaining the digital data as per existing government orders from GOI or also data privacy as Information Technology Act of GOI. These guidelines will be amended in future based on the guidelines or office order from GOI on telemedicines practices, Information Technology Act and medical records retention policy of the government.

Basic principles for medical records retention under telemedicine practices of IIT Guwahati are as follows:

(1) Period of data retention: All form of data (*as indicated in definitions sub-clause (4)*) must be compulsorily stored for *period of 03 years* by CCC. After completion of 03 years the data should be handed to the concerned RMP (of a particular patient to who s/he has offered telemedicine consultation in the past) in electronic form.

In case a RMP leaves the Institute or gets retired from service then s/he must hand over all the data under his/her possession during service to the HOS Medical Section.

In case of death of a user who had taken telemedicine consultation the data should be kept for 03(three years) and after that remove that data on expiry of 03 years period.

-See page 22 of EHR Standards,2016

(2) Data transfer to RMPs: All patient data should be handed to RMPs (as mentioned in pt.1) in electronic form either as files/folders or e-mail after completion of the retention period by CCC.

(3) Data Servers: The servers used for storing all the digital data will be kept in the CCC for its maintenance under its expert supervision.

(4) Data Security: The CCC IITG will be responsible for data security till the retention period and after that RMPs will be responsible for the data security.

(5) Data Encryption: All the data should be kept in an *encrypted* form in servers.

Legal aspect of the policy:

1) Custodian and Consultative Mechanism: As per the Institute Technology Act 1961, the Registrar, IIT Guwahati is the Custodian of all records including Telemedicine Data. The Data flows between RMP and Patient with the technical IT support from CCC. The record retention of highly confidential nature will be supervised through a consultative mechanism. The consultative mechanism will be a team consisting of the HoS, Medical Section; the HoC, CCC and their nominees which are directly connected with the process.

2) Controller of Information: As per the Information Technology Act 2000, a controller has to be appointed as a certifying authority. So, the Registrar or his authorised nominee (official) will act as the Controller

of Information flowing in and out from the Telemedicine Portal and will also act as the sole authority.

3) Dispute Redressal: For any dispute arising due to Data privacy and retention under Telemedicine Portal, the Director of the Institute or his nominee to be delegated by BoG will act as authority for redressal of disputes.

4) National Medical Commission (NMC): The functioning of telemedicine portal will be determined by the standard practices promulgated by NMC from time to time. The RMPs will act according to the standard practices or guidelines issued from NMC.

REFERENCES:

- (1) Telemedicine Practice Guidelines 2020 from Medical Council of India
- (2) EHR Standards, 2016, GOI
- (3) Information Technology Act, GoI
- (4) NMC Guidelines

Disclaimer: The policy has been drafted as per the latest Government orders, acts, rules on Telemedicine practices in India and also Information Technology Act, GOI . However, the policy will be amended in future as per the subsequent government orders on telemedicine practices and directives of Apex Authorities on Medical care in India.

ANNEXURE-8

NOT FOR PUBLIC DOMAIN

ANNEXURE-9 (I)

List of Professors including HAG, Associate Professors of IIT Guwahati belonging to reserved category is also mentioned below:

Sl. No.	Name	Category	Department	HAG
ST				
1.	Prof. Teiborlang Lyngdoh Rynthiang	ST	Civil Engineering	-
2.	Dr. Ngamjahao Kipgen	ST	Humanities and Social Sciences	-
SC				
1.	Prof. Mihir Kumar Purkait	SC	Chemical Engineering	-
2.	Prof. Sharad Bhaurao Gokhale	SC	Civil Engineering	-
3.	Prof. Subrata Kumar Majumder	SC	Chemical Engineering	-
4.	Prof. Tapas Kumar Mandal	SC	Chemical Engineering	-
5.	Prof. Debasish Das	SC	Biosciences and Bioengineering	-
6.	Prof. Pankaj Biswas	SC	Mechanical Engineering	-
7.	Prof. Nanda Kishore	SC	Chemical Engineering	-
8.	Prof. Biman Behari Mandal	SC	Biosciences and Bioengineering	-
9.	Prof. Dobbidi Pamu	SC	Physics	-
OBC				
1.	Prof. Seenipandian Ravi	OBC	Physics	HAG
2.	Prof. Ajay Kalamdhad	OBC	Civil Engineering	-
3.	Prof. Shyamanta Moni Hazarika	OBC	Mechanical Engineering	-
4.	Prof. Ashok Singh Sairam	OBC	Mathematics	-
5.	Prof. Subhash Thota	OBC	Physics	-

ANNEXURE-9 (II)**Revised Recruitment Rule****Name of the Post: Senior Security Officer**

Sl. No.	Heading	Proposed Criteria
1.	CLASSIFICATION	Group A
2.	PAY LEVEL (As per 7 th CPC)	Pay level –10 (PB3 `15600 - 39100, Grade Pay : `5400 as per 6 th CPC)
3.	WHETHER SELECTION OR NON-SELECTION POST	Selection
4.	WHETHER BENEFIT OF ADDED YEARS OF SERVICE ADMISSIBLE	Yes
5.	AGE LIMIT FOR DIRECT RECRUITS	Not more than 55 years
6.	EDUCATIONAL & OTHER QUALIFICATION REQUIRED FOR DIRECT RECRUITS	<p>Commissioned Officer of Military or Para-Military Services / Deputy Superintendent or Assistant Commandant of Police/Security Force having a Bachelor's degree from a recognized university with at least 5 years' experience in the Police/ Security Services.</p> <p style="text-align: center;">OR</p> <p>Junior Commissioned Officer at the level of Subedar Major of Military / Para Military Services or Inspector of Police having a Bachelor's degree from a recognized university with at least 15 years' experience.</p> <p style="text-align: center;">OR</p> <p>A Bachelor's degree from a recognized University with at least 50% marks in the qualifying degree with overall 20 years relevant experience in security service in University / Central Autonomous Body / CFTI / PSU , out of which at least 5 years' experience in the Pay Level – 8 (Pay Band-2 Grade Pay of `4800/- as per 6th CPC) or its equivalent.</p> <p>Retired person may also apply. Their candidature will be considered in absence of sizable number of suitable candidates from amongst applicants from the above mentioned criteria. However, in case of such candidates, the term of appointment shall not go beyond 5 years after the age of superannuation. If selected, the candidates from this category will be paid a consolidated sum of ` 60,000/- per month with an annual increment of ` 2,000/-.</p> <p><u>Desirable:</u></p> <p>i) Should be able to ride motor cycle, motor car and handle fire arms; should be of sound health and active habits; should be</p>

		conversant with security rules and procedures to deal with Police and the Public. ii) Training, conducting enquiries & investigations, managing contracts and handling emergency situation like Fire Fighting, Rescue operations, Floods, Earthquake, etc.
7.	WHETHER AGE & EQ PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEEES	Not Applicable
8.	PERIOD OF PROBATION, IF ANY	NA
9.	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION /ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS	Direct Recruitment (with provision of deputation) for a tenure of 5 years.
10.	IN CASE OF RECTT. BY PROMOTION/ DEPUTATION/ ABSORPTION GRADES FROM WHICH PROMOTION/ DEPUTATION/ ABSORPTION TO BE MADE	Not Applicable
11.	IF A DPC EXISTS WHAT IS ITS COMPOSITION	Not Applicable
12.	RESERVATIONS	As per Rules
13.	REMARKS	None

ANNEXURE-9 (III)

NOT FOR PUBLIC DOMAIN

ANNEXURE-10

**The List of graduating students who have completed their PhD programmes after the
23rd Convocation for the award of degrees**

Sl No.	Name	Roll_No	Department	Date of Viva
1.	PranjalTamuly	156104030	Civil Engineering	8 th July 2021
2.	Ajit Kumar Sahu	156103006	Mechanical Engineering	9 th July 2021
3.	MrigankaBiswas	146102032	Electronics and Electrical Engineering	14 th July 2021
4.	PrarthanaSaikia	146141003	Humanities and Social Sciences	15 th July 2021
5.	Dibyendu Nanda	166121013	Physics	15 th July 2021
6.	Firdausa Ahmed	136151008	Energy Science and Engineering	16 th July 2021
7.	KanakKantiBera	09614101	Humanities and Social Sciences	19 th July 2021
8.	Kishore Banik	146106033	Biosciences and Bioengineering	24 th July 2021
9.	Dipankar Das	136103032	Mechanical Engineering	26 th July 2021
10.	Mohamed Sajeer M.	156104029	Civil Engineering	26 th July 2021
11.	R. Siva Srinivas	156103043	Mechanical Engineering	26 th July 2021
12.	JumiDeka	156122042	Chemistry	27 th July 2021
13.	BethsebieLaldusakiSailo	136106027	Biosciences and Bioengineering	29 th July 2021
14.	Chinmaya Kumar Swain	166101009	Computer Science and Engineering	30 th July 2021
15.	Gayatri Nayak	146102037	Electronics and Electrical Engineering	30 th July 2021
16.	MulchandaniNehaManojkumar	166107006	Chemical Engineering	4 th August 2021
17.	SenjutiHalder	166122037	Chemistry	4 th August 2021
18.	HimakshiChoudhury	146102005	Electronics and Electrical Engineering	4 th August 2021
19.	Harrison HihuMuigai	176151012	Energy Science and Engineering	6 th August 2021
20.	Arun Mathew	136121003	Physics	9 th August 2021
21.	Philip Bernstein Saynik	156151004	Energy Science and Engineering	9 th August 2021
22.	Avijit Das	156122052	Chemistry	10 th August 2021
23.	RishavRoshan	156121006	Physics	11 th August 2021
24.	Satendra Singh Gurjar	146106043	Biosciences and Bioengineering	11 th August 2021
25.	Mrinal Bhowmik	166151103	Energy Science and Engineering	11 th August 2021
26.	Bikash Kumar	156103023	Mechanical Engineering	11 th August 2021
27.	Bandita Roy	156123019	Mathematics	12 th August 2021
28.	AbhijitPadun	156105017	Design	12 th August 2021
29.	Bikasbindu Das	156107027	Chemical Engineering	13 th August 2021
30.	Shailendra Kumar	166103001	Mechanical Engineering	16 th August 2021
31.	Harsha Choudhary	146106045	Biosciences and Bioengineering	16 th August 2021
32.	UpasanaSarma	166102003	Electronics and Electrical Engineering	18 th August 2021
33.	KushagraAgrawal	166107012	Chemical Engineering	20 th August 2021
34.	BhaskarPratim Das	156104023	Civil Engineering	24 th August 2021
35.	ILA	146122035	Chemical Engineering	26 th August 2021
36.	Ayan Chanda	166123002	Mathematics	27 th August 2021
37.	Pritam Roy	146153005	Nanotechnology	27 th August 2021
38.	KundanSaha	156122004	Chemistry	30 th August 2021
39.	JyotismitaTaye	176104022	Civil Engineering	30 th August 2021
40.	PuneetBakshi	146101009	Computer Science and Engineering	30 th August 2021
41.	Protima Nomo Sudro	146102035	Electronics and Electrical Engineering	31 st August 2021

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42.	NihalGujre	166154104	Energy Science and Engineering	1 st September 2021
43.	ChiranjibGogoi	166122011	Chemistry	1 st September 2021
44.	ImdadulHoqueMondal	166154002	Energy Science and Engineering	2 nd September 2021
45.	SujanKalita	156122045	Chemistry	2 nd September 2021
46.	Varun Saxena	156106030	Biosciences and Bioengineering	3 rd September 2021
47.	Hitesh Sharma	146105012	Design	7 th September 2021
48.	SatarupaDutta	156107006	Chemical Engineering	9 th September 2021
49.	Swarup Ranjan Behera	156101015	Computer Science Engineering	9 th September 2021
50.	Indrajit Das	146102003	Electronics and Electrical Engineering	10 th September 2021
51.	Saurav Suman	166103031	Mechanical Engineering	10 th September 2021
52.	Pranav Kumar Singh	156101020	Computer Science and Engineering	13 th September 2021
53.	AparajitaDutta	156101002	Computer Science and Engineering	14 th September 2021
54.	AnirbanSikdar	156121012	Physics	16 th September 2021
55.	KajalSamanta	166121003	Physics	17 th September 2021
56.	ChandanGharui	156122016	Chemistry	18 th September 2021
57.	P Anoop	136102003	Electronics and Electrical Engineering	20 th September 2021
58.	Krishan Kumar Thakur	156106011	Biosciences and Bioengineering	22 nd September 2021
59.	Shamik Das	166123003	Mathematics	24 th September 2021
60.	SmrutiRanjan Dash	146152008	Environment	24 th September 2021
61.	Suraj Kumar Mandal	146106004	Biosciences and Bioengineering	27 th September 2021
62.	AnishaPurkait	156122036	Chemistry	29 th September 2021
63.	PoulamiDatta	156152004	Environment	28 th September 2021
64.	Swapnendu Panda	126123003	Mathematics	30 th September 2021
65.	A Anjaneyulu	156104035	Civil Engineering	5 th October 2021
66.	Aritra Das	156107031	Chemical Engineering	6 th October 2021
67.	Manisha Pandey	156106007	Biosciences and Bioengineering	6 th October 2021
68.	PriyaMullick	156106004	Biosciences and Bioengineering	7 th October 2021
69.	Richa Srivastava	156106015	Biosciences and Bioengineering	8 th October 2021
70.	Ganesh N	146106009	Biosciences and Bioengineering	11 th October 2021