

**NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA**  
**Minutes of XI<sup>th</sup> Meeting of the Board of Governors held on 03.02.2016**

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The XI<sup>th</sup> meeting of the Board of Governors of NIT Meghalaya was held on 3<sup>rd</sup> February, 2016 at 11.00 a.m. in the Guest House of IIT Guwahati in the presence of the following members:

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|---|--------------------|
| 1. Professor D. K. Basu<br>Chairman, BOG NIT Meghalaya                            | Chairman           |
| 2. Professor G. Biswas<br>Director, IIT Guwahati                                  | Member             |
| 3. Professor D. K. Saikia,<br>Director, NIT Meghalaya                             | Member             |
| 4. Professor P. K. Bora<br>Electronics and Electrical Engineering<br>IIT Guwahati | Member             |
| 5. Professor P. S. Choudhury,<br>NIT Silchar                                      | Member             |
| 6. Sri W. Roy<br>Meghalaya Power Carriers (Pvt.) Ltd.<br>Shillong                 | Member             |
| 7. Sri R. D. Shira<br>Retd. Director, BRPL  | Member             |
| 8. Sri Satpal Sharma<br>IFD, MHRD   | IFD Representative |
| 9. Sri D. J. Goswami<br>Registrar, NIT Meghalaya                                  | Secretary          |

The office of the Joint Secretary (TE), MHRD sent its observations on the Agenda of the meeting for consideration of the Board.

At the outset the Chairman welcomed the members to the XI<sup>th</sup> meeting.

The agenda of the day was then taken up.

**Item No. 1: Confirmation of the Minutes of the X<sup>th</sup> Meeting of the Board of Governors of the Institute held on 14.09.2015.**

The X<sup>th</sup> meeting of the Board of Governors of the Institute was held on 14.09.2015 in the conference room of the Institute. The minutes of the meeting were circulated amongst the members of the Committee for their comments/ observations. No comments from any of the members were received.

In the circulated minutes by mistake deliberations made under Item no. 9: “Adoption of the Annual Accounts of NIT Meghalaya for the year 2014-15” and Item No. 10: “Approval of honorarium payable to Adjunct Faculty” in the X<sup>th</sup> meeting of BoG were not included. The minutes are accordingly revised and were placed before the board. Some errors in the numbering of the resolutions were pointed out by the members. These have been corrected in the final minutes.

The Board considered the revised minutes and decided to confirm these with the necessary corrections.

**R1/BOG/XI/2016:** *The Board **RESOLVED** to **CONFIRM** the Minutes of the X<sup>th</sup> Meeting of the Board of Governors of NIT Meghalaya held on 14<sup>th</sup> September, 2015 placed before the Board with the necessary corrections.*

**Item No. 2: Follow up action on the decisions of the Board of Governors of NIT Meghalaya taken on its X<sup>th</sup> meeting.**

The Registrar elaborated the actions taken on the resolutions of the Board in its X<sup>th</sup> meeting as tabulated below:

<b>Sl. No</b>	<b>Item</b>	<b>BoG Resolution</b>	<b>Action Taken/Status</b>
1.	<b>Follow up action on the decisions of the IX<sup>th</sup> meeting of the Board.</b>	<b>R2/BOG/X/2015:</b> The Board <b>NOTED</b> the actions taken on the decisions of the IX <sup>th</sup> meeting of the Board of Governors held on 18-04-2015 as reported. On the Academic Audit Report the Board <b>Resolved</b> the following: 1. The Director shall constitute an Implementation Committee on the Recommendations of the Academic Audit Committee and an Action Taken Report will be presented in the next meeting of the Board, 2. Each of the Heads of the Departments will be asked to make a presentation on the	1. An Implementation Committee constituted. The Committee has prepared an action taken report and the road map for the future activities. The initial report by the implementation committee annexed. 2. A Workshop on Outcome Based

		<p>implementation of Outcome Based Curriculum before the Board in its next meeting,</p> <p>3. A report on the Research Projects taken-up by the faculty will be submitted by the Assoc. Dean (Research &amp; Consultancy) for the next Board meeting,</p> <p>4. Each of the Heads of the Departments shall prepare a list of industries along with a list of possible interactions by the department.</p>	<p>Education was held on 22-23 Jan with faculty from IISc and IIM as resource persons. The presentations by the HoDs will be scheduled in the next meeting of the Board.</p> <p>3. A report by the Assoc. Dean (R&amp;C) on sponsored Research Projects taken-up annexed.</p> <p>4. The presentations by the HoDs will be scheduled in the next meeting of the Board.</p>
2.	<b>Conversion of sanctioned posts to meet immediate requirements:</b>	<p><b><u>R3/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Approve</b> the following:</p> <p>1. Allow appointment of faculty at the Assistant Professor level against sanctioned positions of Associate Professor and Professor.</p> <p>2. Convert one position of Technical Assistant to a position of Superintendent.</p> <p>3. Convert two positions of Technicians to positions of Junior Assistants.</p> <p>4. The positions of Technical Assistant and Technicians will be reclaimed when sanctions for the positions of Superintendent and Junior Assistants are received.</p>	<p>Appointments at Assistant Professor level have been made filling-in some of the vacant positions. Actions have also been taken to fill-in the non-faculty positions as per the approved conversions.</p>
3.	<b>Faculty Selection and Appointments:</b>	<p><b><u>R4.1/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Ratify</b> the <b>Approval</b> of the <b>Selection Committee Recommendations</b> given by the Chairman of the Board.</p>	-
		<p><b><u>R4.2/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Ratify</b> the <b>Approval</b> of the above <b>Appointments</b> given by the Chairman of the Board.</p>	-

		<p><b>R4.3/BOG/X/2015:</b> The Board <b>RESOLVED</b> the following:</p> <p>i. <b>Approve</b> placing of the 5(five) newly appointed faculty members on regular scale as follows:</p> <table border="1" data-bbox="655 465 1139 1055"> <thead> <tr> <th>Sl. No</th> <th>Name</th> <th>Pay</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Dr. Ratan Sarmah</td> <td>At AGP of Rs. 6000/-</td> </tr> <tr> <td>2.</td> <td>Dr. Rajat Subhra Das</td> <td>At AGP of Rs. 6000/-</td> </tr> <tr> <td>3.</td> <td>Dr. Atanu Singha Roy</td> <td>At AGP of Rs. 6000/-</td> </tr> <tr> <td>4.</td> <td>Dr. Wandahun L. Reenbohn</td> <td>At AGP of Rs. 6000/-</td> </tr> <tr> <td>5.</td> <td>Dr. Bidyasagar Kumbhakar</td> <td>At AGP of Rs. 6000/-</td> </tr> </tbody> </table> <p>ii. <b>Not to Approve</b> placing of the 2(two) faculty members recruited during 2014 Dr. Sanjay Pratihar (CSE, General category) and Dr. Pradeep Kumar Rathore (ECE, General category) in a regular scale of pay as the one year validity period of the panel has expired.</p>	Sl. No	Name	Pay	1.	Dr. Ratan Sarmah	At AGP of Rs. 6000/-	2.	Dr. Rajat Subhra Das	At AGP of Rs. 6000/-	3.	Dr. Atanu Singha Roy	At AGP of Rs. 6000/-	4.	Dr. Wandahun L. Reenbohn	At AGP of Rs. 6000/-	5.	Dr. Bidyasagar Kumbhakar	At AGP of Rs. 6000/-	<p>Appointment on regular scale were issued to-</p> <ol style="list-style-type: none"> <li>1. Dr. Ratan Sarmah</li> <li>2. Dr. Rajat Subhra Das</li> <li>3. Dr. Atanu Singha Roy</li> <li>4. Dr. Wandahun L. Reenbohn</li> <li>5. Dr. Bidyasagar Kumbhakar</li> </ol> <p>All of them have joined the positions of Assistant Professor (on contract) on regular scale offered to them.</p>
Sl. No	Name	Pay																			
1.	Dr. Ratan Sarmah	At AGP of Rs. 6000/-																			
2.	Dr. Rajat Subhra Das	At AGP of Rs. 6000/-																			
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4.	Dr. Wandahun L. Reenbohn	At AGP of Rs. 6000/-																			
5.	Dr. Bidyasagar Kumbhakar	At AGP of Rs. 6000/-																			
		<p><b>R4.4/BOG/X/2015:</b> The Board <b>RESOLVED</b> the <b>Ratify</b> the decision of the Chairman to approve appointment of Dr. Sujit Kr. Dutta as a Visiting Faculty in the Department of Humanities and Social Sciences.</p>	-																		
4.	<b>Status of Admissions:</b>	<p><b>R5/BOG/X/2015:</b> The Board <b>NOTED</b> the admissions in the session.</p>	-																		
5.	<b>Revised estimates prepared by the Consultants for Phase-I Constructions of NIT Meghalaya at Sohra:</b>	<p><b>R6.1/BOG/X/2015:</b> The Board <b>Resolved</b> to <b>Approve</b> the recommendation of the B&amp;WC the revised estimate of Rs. 588.20 Cr. (which includes supplementary works for package-</p>	<p>The tender notice for the Package-IV works has been released by the PMC M/S RITES Ltd.</p>																		

	<p><b><u>R3/B&amp;WC/VII/2015:</u></b> The B&amp;WC Resolved to approve the revised estimate of Rs. 588.20 Cr. (which includes supplementary works for package-IV) and recommends it to the BOG for its further approval.</p>	IV) of Phase-I constructions of the permanent campus	
6.	<p><b><u>R4/B&amp;WC/VII/2015:</u></b> Considering the utmost necessity the B&amp;WC resolved to approve the estimates of Rs. 2.718 Cr. for widening of the approach road and recommend it to the Board of Governors for its administrative approval for execution of the work through the State PWD with the necessary expenditure.</p>	<p><b><u>R6.2/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Approve</b> the expenditure for widening of the approach road to the campus by MPWD in two phases- <b>Phase-I:</b> the work of widening, culverts, side drains and laying of base of the road as per the estimates. <b>Phase-II:</b> the work of black topping in phase-II to be carried out at a later stage with appropriate technology so as to ensure durability in the highly wet environment of Sohra.</p>	The decision has been communicated to Meghalaya PWD. Meghalaya PWD has released a tender notice for the work.
7.	<p><b>Construction of Water Storage Reservoir at NIT Meghalaya Permanent Campus, Sohra:</b> <b><u>R5/B&amp;WC/VII/2015:</u></b> The B&amp;WC resolved to approve the Alternative-2 for the Water Reservoir at estimated cost of Rs. 7.45 Cr. prepared by NEEPCO and recommended it for administrative approval by the Board of Governors. The Committee also opined that the execution of</p>	<p><b><u>R6.3/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Approve</b> the expenditure and execution of the work of the Water Reservoir as recommended by the B&amp;WC.</p>	NEEPCO has been approached on the matter. The Agency has agreed to take-up the role of Consultant to look after the technical aspect of the project. An MOU is being signed with NEEPCO for the purpose.

	<p>this work may be entrusted a Governmental agencies like NEEPCO or MeECL.</p>		
8.	<p><b>Approval of B. Tech Candidates for Award of Degree:</b> <b><u>R3/SENATE-VII/15:</u></b> The senate Resolved to Recommend the 80 (Eighty) listed candidates to the Board of Governors for Approval of award of B. Tech Degree in the forthcoming Convocation.</p>	<p><b><u>R7.1/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Accept</b> the recommendation of the Senate to <b>Approve</b> the 80 (eighty) candidates listed in Annex-I for Award of B. Tech degrees in their respective disciplines in the forthcoming Convocation.</p>	<p>Degrees awarded to the candidates in the 2<sup>nd</sup> Convocation of the Institute held on 19<sup>th</sup> October, 2015.</p>
9.	<p><b>Approval of Nominees for the Institute Gold Medals:</b> i. Mr. Aditya Shukla - CSE ii. Mr. Subhra Jyoti Paul - ECE iii. Mr. Ashwani Goyal - EEE <b><u>R4/SENATE-VII/15:</u></b> The Senate Resolved to Recommend the three listed candidates to the Board of Governors for approval of award of the Institute Gold Medals in their respective disciplines.</p>	<p><b><u>R7.2/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Accept</b> the Recommendation to award the Institute Gold Medals to the three candidates in the B. Tech programme in their respective disciplines for the year 2015:</p> <p>i. Mr. Aditya Shukla - CSE ii. Mr. Subhra Jyoti Paul - ECE iii. Mr. Ashwani Goyal - EEE</p>	<p>Institutes Gold Medals were awarded to the three candidates in the 2<sup>nd</sup> Convocation of the Institute held on 19<sup>th</sup> October, 2015.</p>
10.	<p><b>Approval of Nominee for President's Gold Medal:</b> <b><u>R5/SENATE-VII/15:</u></b> The Senate Resolved to Recommend Mr. Subhrajyoti Paul to the Board of Governors for award of the President's Gold Medal in the B. Tech</p>	<p><b><u>R7.3/BOG/X/15:</u></b> <i>The Board <b>Resolved</b> to <b>Accept</b> the recommendation of the Senate to award the President's Gold Medal in the B. Tech programme for the year 2015 to Mr. Subhrajyoti Paul.</i></p>	<p>The President's Gold Medals was awarded to Mr. Subhrajyoti Paul in the 2<sup>nd</sup> Convocation held on 19<sup>th</sup> October, 2015.</p>

	programme for the year 2015.		
11.	<p><b>Revision of Budget Estimates for the Financial Year 2015-16:</b></p> <p><b>R3/FC-VII/2015:</b> The Finance Committee RESOLVED to RECOMMEND revision of budget estimates for the financial year 2015-16</p>	<p><b>R8.1/BOG/X/2015:</b> The Board <b>Resolved</b> to <b>Approve</b> the Revised Budget Estimates for 2015-16 as recommended by the Finance Committee.</p>	-
12.	<p><b>Adoption of the Annual Accounts of NIT Meghalaya for the year 2014-15:</b></p> <p><b>R4/FC-VII/2015:</b> The Finance Committee RESOLVED to RECOMMEND the Rectified Annual Accounts to the Board of Governors for its approval towards sending the rectified accounts to Principal Accountant General (Audit).</p>	<p><b>R8.2/BOG/X/2015:</b> The Board <b>Resolved</b> to <b>Approve</b> the Rectified Annual Accounts to the Board of Governors for its approval towards sending the rectified accounts to Principal Accountant General (Audit) as recommended by the Finance Committee.</p>	Adopted annual accounts sent to Principal AG(Audit) and Final Audited Annual Accounts for FY 2014-15 received. The Annual Report and Annual Accounts are under printing process.
13.	<p><b>Approval of honorarium payable to Adjunct Faculty:</b></p> <p><b>R5/FC-VII/2015:</b> The Finance Committee RESOLVED to RECOMMEND the following Honorarium for the Adjunct Faculty to the Board of Governors for its approval- “Up to a maximum of 5,000/- per day for the days he/she takes part in Academic activities of the Institute,</p>	<p><b>R8.3/BOG/X/2015:</b> The Board <b>Resolved</b> to <b>Approve</b> the Honorarium for the Adjunct Faculty to the Board of Governors for its approval- “Up to a maximum of Rs. 5,000/- per day for the days he/she takes part in Academic activities of the Institute, excluding the days of travel, subject to a ceiling of Rs.1,20,000/- per month” as recommended by the Finance Committee.</p>	Notified.

	excluding the days of travel, subject to a ceiling of ` 1,20,000/- per month.”		
14.	<p><b>Fixing of Honorarium payable to guest faculty:</b></p> <p><b><u>R6/FC-VII/2015:</u></b> The Finance Committee RESOLVED to RECOMMEND an honorarium of Rs.1500/- per hour subject to a maximum of Rs. 5000/- per day for the Guest Faculty to the Board of Governors for its approval.</p>	<p><b><u>R8.4/BOG/X/2015:</u></b> The Board Resolved to Approve the honorarium of Rs.1500/- per hour subject to a maximum of Rs. 5000/- per day for the Guest Faculty as recommended by the Finance Committee.</p>	Notified.
15	Adoption of the Annual Accounts of NIT Meghalaya for the year 2014-15	<p><b><u>R9/BOG/X/2015:</u></b> The <b>Board</b> noted the rectification done in the accounts for the year 2014-15 as per the advice of the personnel from Principal Accountant General (Audit), Meghalaya, Shillong and approved the same to be sent to Principal Accountant General (Audit), Meghalaya for further needful at their end.</p>	Audit Certificate received.Approal for sending the printed version to MHRD is put up as another additional item.
16	Approval of honorarium payable to Adjunct Faculty	<p><b><u>R10/BOG/X/2015:</u></b> The Board discussed the issue of hiring the Adjunct Faculty and honorarium payable to them and APPROVED the honorarium as follows:-</p> <p>a) Honorarium upto a maximum of Rs.5000/- per day for the days the adjunct faculty takes part in academic activities of the Institute excluding the days of travel subject to a ceiling of `1,20,000/- per month.</p> <p>b) The other benefits will be as per the MHRD, GoI vide their notification dated 16.02.2015 as mentioned</p>	



		above.	
17	<b>Appointment of Professor Indranil Sengupta as an Adjunct Faculty:</b>	<b><u>R11/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Approve</b> Appointment of Professor Indranil Sengupta of IIT Kharagpur as an Adjunct Faculty in the Department of Computer Science and Engineering as recommended.	Appointed.
18	<b>To consider exemption of payment of license fee for accommodation provided by the Institute in case of certain employees:</b>	<b><u>R12/BOG/X/2015:</u></b> The Board <b>Resolved</b> that the exemption of license fee be given to only those employees whose appointment agreement provides for this exemption and in case of the present incumbents the license fee deducted may be refunded.	Implemented.
19	<b>Holidays for the year 2016:</b>	<b><u>R13/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Authorize</b> the Director to fix the three variable holidays and also the list of the restricted holidays giving due weight age to local importance.	Holidays notified.
20	<b>Delegation of Power:</b>	<b><u>R14/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Approve</b> delegation of power of the Director that work orders up to a value of Rs. 15.0 lakh can be issued by Executive Engineer and contract agreements up to a value of Rs. 15.0 Lakh can be signed by Executive Engineer which will be countersigned by the Director subsequently.	Implemented.
21	<b>Items Approved by the Director:</b>	<b><u>R15/BOG/X/2015:</u></b> The Board <b>Noted</b> items approved by the Director.	-
22	<b>Nomination of Board members to the Finance Committee of the Institute:</b>	<b><u>R16.1/BOG/X/2015:</u></b> The Board <b>Resolved</b> to <b>Nominate</b> the two members of the Board- <i>i.</i> Professor P. K. Bora <i>ii.</i> Shri Wallamphang Roy to be members of the Finance Committee.	Notified.

23	<b>Nomination to the Building &amp; Works Committee of the Institute:</b>	<b><u>R16.2/BOG/X/2015:</u></b> The Board <b>Resolved</b> to appoint- <i>i.</i> Shri C. D. Saio, Chief Technical Adviser to the Power Dept. of Govt. of Meghalaya as the BoG Nominee, <i>ii.</i> Professor S. K. Deb, Civil Engineering, IIT Guwahati to be members of the Building and Works Committee of the Institute on completion of terms of Shri L. Roy and Professor A. Dutta respectively.	Notified.
24	<b>Payment of Architectural fee to DDF Consultants (P) Ltd.</b>	<b><u>R16.3/BOG-X/2015:</u></b> The Board <b>Resolved</b> to <b>Approve</b> signing of an Addendum of Agreement with the Architect Consultant, M/S DDF Consultants Ltd. incorporating the approved rates payable to the consultant- <i>i.</i> 1.84% of the value of executed works of the Phase-I constructions of Permanent Campus of the Institute and 0.92 % of the executed value for repetitive works of buildings, <i>ii.</i> Lump sum of Rs. 25.0 Lakh for the Campus Master Plan (Urban Design Layout) of the Institute.	Addendum Agreement has been signed.
<b>Rest of the items were either reporting items or items for noting/ratification by the Board.</b>			

**R2/BOG/XI/2016:** *The Board **NOTED** the actions taken on the decisions of the X<sup>th</sup> meeting of the Board of Governors held on 14-09-2015 as reported.*

**Item No. 3: Amendments in the First Statutes as Suggested by the NIT Council**

The NIT Council in its meeting held on 1<sup>st</sup> October, 2015 resolved to recommend a set of amendments in the First Statutes of the NITs which were placed before the Board for adoption in the Statutes of NIT Meghalaya. The Board deliberated on these proposed modifications and agreed to adopt these with minor correction.

**R3/BOG/XI/2016:** *The Board **RESOLVED** to **ADOPT** the following amendments in the First Statutes of the Institute as follows and send these for consideration of approval by the Visitor:*

<b>Statutes No.</b>	<b>Existing Provisions</b>	<b>Proposed Modifications</b>
6 [Authentication of Orders of the Board]	All orders and decisions of the Board shall be authenticated by the signature of the Director or Registrar or any person authorized by the Board in this behalf	All orders and decisions of the Board shall be authenticated by the signature of the Director. In absence of Director, any person-authorized by the Board in this behalf.
10 (1) (v) [Finance Committee]	the Registrar, ex-officio, Member-Secretary: Provided that in addition to the above, the Chairman may, in consultation with the Director, co-opt a member as and when found necessary	the Registrar, ex-officio, Member-Secretary: Provided that in addition to the above, the Chairman may invite an expert as special invitee, in consultation with the Director. However, the special invitee may not have voting rights
10 [Finance Committee]	Sequential Changes	10 (2) is to be changed to 10 (3). 10 (3) is to be changed to 10 (4) with "Four members" to complete a quorum of the Finance Committee. 10 (4) is to be changed to 10 (5). 10 (5) is to be changed to 10 (6). 10 (6) is to be changed to 10 (7). 10 (7) is to be changed to 10 (2)
11 (ii) [Powers of the Finance Committee]	give its views and make its recommendations on any financial question affecting the Institute to the Board either on the initiative of the Board or of the Director, or on its own motion.	give its views and make its recommendations on any financial proposals/ issues/ question affecting the Institute to the Board either on the initiative of the Board or of the Director, or on its own motion.
12 (1) (ii) [Building and Works Committee]	one member nominated by the Central Government not below the rank of Director or Deputy Secretary;	Director or Deputy Secretary or his nominee dealing with NITs in the Ministry and Director or Deputy Secretary or his nominee dealing with Finance of NITs in the Ministry as Ex-Officio Members of the Central Government;
12 (3) [Building and Works Committee]	Three members shall form a quorum for a meeting of the Building and Works Committee.	Four members shall form a quorum for a meeting of the Building and Works Committee.
12 (5) [Building and Works Committee]	A copy of the minutes of every meeting of the Building and Works Committee shall be placed before the Board.	A copy of the minutes of every meeting of the Building and Works Committee shall be placed before the Board together with the recommendations of the Finance Committee on specific proposal/ proposals which requires approval of the Board.
13 (1) (ii) [Powers and Functions of	have the power to give the necessary administrative approval and expenditure	have the power to give the necessary administrative approval and expenditure sanction for minor works

<i>the Building and Works Committee]</i>	<i>sanction for minor works and works pertaining to repair and maintenance, within the approved budgetary provision of the Institute;</i>	<i>and works pertaining to repair and maintenance, within the approved budgetary provision of the Institute; The definition of minor work and minor repair shall be decided by the Board. The Board will define the minor work and minor repair and maintenance in terms of quantum / expenditure.</i>
<i>13 (1) (iii) [Powers and Functions of the Building and Works Committee]</i>	<i>cause to prepare estimates of cost of buildings and other capital works, minor works, repairs, maintenance and the like;</i>	<i>cause to prepare estimates of cost of buildings and other capital works, minor works, repairs, maintenance and the like. The Building and Works Committee shall approve the cost estimates for minor works, minor repairs and maintenance;</i>
<i>17 (1) [The Director and his powers]</i>	<i>The Director of the Institute shall be appointed by the Visitor on contract basis on the recommendation of a Selection Committee constituted by him consisting of at least five members including the Chairman who are experts in the field of technical education with experience at national and international level</i>	<i>The Director of the Institute shall be appointed by the Visitor on contract basis on the recommendation of a Search cum-Selection Committee constituted by him consisting of at least five members including the Chairman who are experts in the field of technical education with experience at national and international level.</i>
<i>21 [Registrar]</i>	<i>At present, there is no provision for review of the functioning of the Registrar in the Institute.</i>	<i>The review of performance of the Registrar upon completion of one year of service may be carried out by the Committee to be constituted by the Board for the purpose of his/ her continuation for the remaining period of contract. Subsequently, Board may carry review of the performance of Registrar as and when it may wish.</i>
<i>23 (5) (a) [Appointments]</i>	<i>the Selection committee for recruitment of Academic Staff (excluding the Director and the Deputy Director), or for promotion shall be as under:</i>	<i>the Selection committee for recruitment of Academic Staff (excluding the Director), or for promotion shall be as under:</i>
<i>24 (i) [General Terms and Conditions of service of Permanent Employees]</i>	<i>Provided that the appointing authority shall have the power to extend the period of probation of any employee of the Institute for such periods as may it may deem fit</i>	<i>Provided that the appointing authority shall have the power to extend the period of probation of any employee of the Institute for a period not exceeding one year.</i>
<i>25 [Code of Conduct for Permanent Employees]</i>	<i>The code of conduct for employees shall be made by each Institute in consultation with the Central Government.</i>	<i>The code of conduct for employees shall be made by each Institute in consultation with the Central Government. Till such time the code of conduct for employees is framed, the Institute shall follow the Central Civil Services (Classification, Control and Appeal) Rules, 1965.</i>

26 <i>[Suspension, Penalties, Disciplinary Proceedings]</i>	<i>The Section provides for Suspension, Penalties, Disciplinary Proceedings for the permanent employees.</i>	<i>The rules are identical to CCS (CCA) Rules, 1965, therefore, it is proposed to delete the same.</i>
29 <i>[Provident Fund and Pension Scheme]</i>	<i>Employees of the Institute appointed prior to 1.1.2004 will be governed by Central Civil Services (Pension) Rules, 1972 and Central Provident Fund (Central Services) Rules, 1960 and the Employees appointed on or after 1.1.2004 will be governed by New Pension Scheme of Central Government.</i>	<i>Employees of the Institute appointed prior to 01.01.2004 will be governed by Central Civil Services (Pension) Rules, 1972 and General Provident Fund (Central Services) Rules, 1960 and the Employees appointed on or after 01.01.2004 will be governed by New Pension Scheme of Central Government</i>

**Item No. 4: Resignation by Registrar Mr. Dibya Jyoti Goswami**

The institute Registrar Mr. Dibya Jyoti Goswami submitted his resignation on 23<sup>rd</sup> October, 2015 on personal grounds. Copy of his resignation letter was in the agenda papers of the meeting. The Chairman of the Board had accepted the same subject to ratification by the Board. He was proposed to be released on 15<sup>th</sup> February subject to ratification by the Board.

**R4/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the **APPROVAL** given by the Chairman of the Board for release of Mr. D. J. Goswami from the post of Registrar of the Institute on 15<sup>th</sup> February, 2016. The Board expressed its appreciation of the four year of valuable service provided by him to the Institute.*

**Item No. 5: Selection of Registrar**

The Chairman approved advertising the post for filling-up. Accordingly a notification was released on 4<sup>th</sup> November, 2015 and was advertised through national as well as local newspapers and Institute website. Sixty one applications were received and these were scrutinized by the Screening Committee constituted by the Director comprising:

- Shri L. Roy, IAS(Retd.) & Chairman, Meghalaya Pvt. Univ. Regulatory Board
- Professor S. Myrboh, Former Pro Vice Chancellor, NEHU.

Based on recommendation of the Committee 18 (eighteen) candidates were called for personal interview held on 30<sup>th</sup> January, 2016 in the Institute campus in Shillong. The Selection Committee as approved by the Chairman of the Board comprised the following:

1. Director, NIT Meghalaya - Chairman
2. Professor V. Ramachandran, Director, NIT Nagaland - BoG Nominee
3. Professor S. Nandi, Former Dy. Director, IIT Guwahati - BoG Nominee
4. Shri L. Roy, IAS(Retd.) & Meghalaya Pvt. Univ. Regulatory Board- Expert
5. Dr. U. C. Das, Registrar, IIT Guwahati -MHRD Nominee

Twelve candidates appeared before the Selection Committee for interview. The Committee however did not find any of the candidates suitable for the position.

Prof. G. Mugeraya, Director, NIT Agartala who was initially nominated as a member of the Committee could not attend the meeting due to personal reasons. In his place, Prof. Sukumar Nandi, Former Dy. Director was invited to be a member of the same with the approval of the Chairman, BoG of the Institute.

The Board deliberated on the matter.

**R5/BOG/XI/2016:** *The Board **ACCEPTED** the recommendation of the Selection Committee and **RESOLVED** that the position of Registrar be advertised again. The Board also **RESOLVED** to **APPROVE** that if a suitable candidate is not found for appointment as Registrar the position be filled up temporarily at the level of **Deputy Registrar**.*

**Item No. 6: Enhancement of Start-up Grant to Faculty**

The current ceiling on the start-up grant to the faculty is Rs. 3 lakh. The Academic Audit Committee felt that it is very inadequate and recommended its enhancement. The Committee constituted for implementation of these recommendations has recommended for its enhancement to Rs. 10 Lakh. The Board was requested to consider approving the enhancement.

The Board was apprised of the procedures followed in approving the projects. It was informed that in the start-up (seed money) projects Travel and Manpower are not allowed to avoid overlap with CPDA.

**R6/BOG/XI/2016:** *The Board **RESOLVED** to **APPROVE** enhancement of the ceiling for the Start-up (Seed money) Projects to the faculty to Rs. 10 Lakh.*

**Item No. 7: Minutes of VIII<sup>th</sup> meeting of the Building and Works Committee**

The VIII<sup>th</sup> meeting of the Building and Works Committee of the Institute was held on 12<sup>th</sup> January, 2016. The minutes of the meeting were placed before the Board.

<b>Item</b>	<b>BWC Resolution</b>
<b>Item No. 1:</b> <b>Confirmation of the Minutes of the VII<sup>th</sup> Meeting of the Building and Works Committee of the Institute held on 05.09.2015.</b>	<b><u>R1/BWC-VIII/2016:</u></b> <i>The Building and Works Committee <b>RESOLVED</b> that the Minutes of its VII<sup>th</sup> meeting be <b>CONFIRMED</b> as circulated.</i>
<b>Item No.2: Follow up action of the decision of the VII<sup>th</sup> Meeting of the Building and Works</b>	<b><u>R2/B&amp;WC/VIII/2016:</u></b> The Committee NOTED all the follow up actions on the decision of the VII <sup>th</sup> Meeting of Building and Works Committee. The committee advised to communicate to the State PWD on maintaining

<b>Committee, NIT Meghalaya.</b>	quality of the approach road work and keep the defect liability period of the work as 5 years. The Committee also advised exploration of other sources of water for the campus in addition to water storage reservoir being taken up for construction.
<b>Item No. 3: Status of Construction works of NIT Meghalaya permanent Campus under Phase-I at Sohra.</b>	<b>R3/B&amp;WC/VIII/2016:</b> The Committee NOTED the status of constructions at the permanent campus at Sohra including fund release to PMC and its utilization. The Committee expressed concern at the slow progress of Package-II and Package-III works and stressed that strategy should be worked out by PMC to complete the work within scheduled time and asked for submission of revised work schedule taking into account all the constraints at site.
<b>Item No. 4: Approval of Estimates for Construction of channel guide wall and closing of drain area of boundary wall at southern side of NIT Meghalaya campus at Sohra.</b>	<b>R4/B&amp;WC/VIII/2016:</b> Considering the necessity, the B&WC <b>RESOLVED</b> to <b>Approve</b> the estimate of Rs. 44, 28,579/- (Rupees Forty Four Lakh Twenty Eight Thousand Five Hundred & Seventy Nine only) for Construction of channel guide wall and closing of drain area of boundary wall at southern side of the NIT Meghalaya permanent campus at Sohra.
<b>Item No. 5: Other Items/ Works approved by Director</b>	<b>R5/B&amp;WC/VIII/2016:</b> The B&WC <b>NOTED</b> the 06 (six) works undertaken at the Transit Campus at Bijni Complex, Permanent Site and the Hostels with the approval of the Director since the previous meeting of the Committee with an estimated cost of Rs.3,04,168/- and completed at cost of Rs.2,77,187/-.

***R7/BOG/XI/2016: The Board RESOLVED that the minutes of the VIII<sup>th</sup> meeting of the Building and Works Committee held on 12.01.2016 be NOTED.***

**Item No. 8: Issue of Tuition Fee of SC/ST Students in the Institute**

As per Resolution No. R13/BOG/1/12 Dated 01-12-2012 of the Board the Tuition Fee of the SC/ST students is waived in the Institute. As per the admission norms of the Institute about 53.75% of the students at the UG level comprise ST & SC students. There is a policy decision being considered by the ministry that the recurring costs of running the Institute are borne from its own earnings. The fees from the students constitute the main component of its earnings. Waiver of the tuition fees for more than 50% of its students causes a huge dent in the earnings of the Institute and makes it impossible for the Institute to bear the recurring expenses from its own earnings. The Board was therefore requested to consider the alternatives available to it on the matter which includes-

1. Do away with the Tuition Fees waiver,
2. Do away with waiver for those in the creamy layer,
3. Reduce the waiver to 50% and do away with the waiver for those belonging to the creamy layer.

On the item the Ministry has observed that its guidance on the matter be adhered too. Relevant MHRD Notification (F. No. 14-5/2013.SC/ST dt. 13<sup>th</sup> January, 2014) was placed before the Board which states the following:

1. No fees need be charged at the time of admission from those SC/ST students who are eligible for Post-matric Scholarships/ Top Class Scholarships. At the time of admission they may be advised to deposit the fee with the Institute as soon as they receive the scholarship amount. An undertaking to this effect may be taken from them at the time of admission. However, the CFHEIs will be responsible for timely verification etc. of documents and their submission to facilitate timely disbursement of scholarship.
2. In the other cases, if any SC/ST student failed to deposit the fee in the Institute then fees may be charged after making special efforts to get them requisite loan sanctioned, including facility of interest subsidy to those whose is below Rs. 4.5 lakhs where applicable.

The Board observed that it is difficult to implement the ministry guidance due to the following:

1. Majority of the SC/ST students taking admission in the Institute are from very poor families. The number of SC/ST students receiving scholarships comparable to the Institute fees is also very limited. Less than 10 students in a batch have been receiving the Top Class scholarship.
2. The central Govt. scholarships are disbursed through Direct Bank Transfer (DBT) and the Institute can compel the student to pay the fees only at the time of renewal of the scholarship next year. In case of students of the final year the same is not possible.
3. Many of the scholarships are received by the students very late and at times after the completion of the program. In such cases recovering the scholarship amount become almost impossible.
4. Other than the Top Class Scholarship (which is small in number) the scholarship amount is small and does not cover the tuition fees.

Therefore the only way left to the Institute will be to work towards arranging for education loans for the students. The students may use their scholarships to repay the loans. That will allow the Institute to avoid the complex situation and the uncertainties.

**R8/BOG/XI/2016**: *The Board of Governors **RESOLVED** that the Institute shall make its efforts to implement the MHRD guidelines on the Tuition Fees issue of the SC/ST students.*



**Item No.9: Reducing the Tuition Fee waiver under the Free Studentship (Merit and Merit-cum-Means Schemes)**

As per Ordinance-VI of the Institute the top 5% of the students are awarded Merit Free Studentship and another 5% are awarded Merit cum Means Free Studentship. Under these Free Studentships the tuition fee of the awardees is waived. As the tuition fees in the Institute has increased substantially in the recent years the benefit due to free studentship has become significantly higher than most of the other scholarships. Considering that the full tuition fee waiver causes a significant constraint on the earnings of the Institute it is proposed that the fees waiver be reduced to 40% of the tuition fees for both the Free Studentship Schemes, namely, Merit and Merit cum Means, from the next academic year 2016-17.

**R9/BOG/XI/2016:** *The Board **Resolved** to convert the two Free Studentships to **Institute Merit Scholarship** and **Institute Merit-cum-Means Scholarship** of 40% of the Tuition Fee amount each with appropriate amendments in Ordinance-VI.*

**Item No.10: Proposal for Institute Day and Institute Awards**

It proposal to have 1<sup>st</sup> of April as the Institute Day of NIT Meghalaya was placed before the Board on which some Extramural Lectures by distinguished personalities will be organized and various annual performance based awards to the faculty and staff will be given away. Organizing such an event is expected to rejuvenate the Institute community every year.

The Board appreciated the proposal.

**R10a/BOG/XI/2016:** *The Board **RESOLVED** to **APPROVE 1<sup>st</sup> of April** as the **Institute Day** of NIT Meghalaya and to celebrate it from 2016.*

**R10b/BOG/XI/2016:** *The Board **RESOLVED** to **APPROVE** for giving away of the following awards to the Faculty and Staff every year on the Institute Day each of which will include a Certificate and a Memento:*

*Faculty Awards:*

- 1. Best Teacher of the Year*
- 2. Best Researcher of the Year*
- 3. Leadership Award of the Year*

*Staff Awards:*

- 1. Commendable Service Award of the Year (Officer)*
- 2. Commendable Service Award of the Year (Technical Staff)*
- 3. Commendable Service Award of the Year (Support Staff)*

*It was further **RESOLVED** That the awardees for the faculty awards shall be chosen by a committee of academicians from outside the Institute constituted by the Director and the awardees for the staff awards shall be chosen by a committee of the faculty of the Institute also constituted by the Director.*

**Items for Ratification/ Noting:**

**Item No. 11: Participation in the National Institutional Ranking**

As per decision of the NIT Council the Institute is participating in the National Institutional Ranking being started from this year. The ranking is being implemented by the National Institutional Ranking Forum (NIRF) constituted by MHRD. The necessary data regarding the performance of the Institute over the last three years as per format of NIRF have been submitted. The ranking is expected to benefit the various stake holders such as prospective students, employers, funding agencies etc. The ranking is expected to be declared in the first week of April every year.

**R11/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the decision to participate in the National Institutional Ranking.*

**Item No. 12: Keeping the Admissions to the M. Tech Programme in Water Resource Engineering on hold.**

Professor P. S. Choudhury had to go back to his parent Institute due to personal reasons and the Institute currently lack senior faculty in the Department of Civil Engineering with specialization in Water Resource. There was also very poor response to the M. Tech programme in Water Resource Engineering during the admissions in 2015. Considering the above it is proposed not to admit students to the M. Tech programme in Water Resource Engineering in 2016.

**R12/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the decision to keep the admissions to the M. Tech programme in Water Resource Engineering on Hold.*

**Item No. 13: Items approved by Director**

**Item 13.1: Appointment/ Renewal of Deans and Heads**

On completion of terms of some of the Associate Deans and Heads of Departments new Associate Deans and Heads have been appointed by the Director. In some cases the terms of the incumbents have been extended. These are tabulated below:

<b>Sl. No.</b>	<b>Office</b>	<b>Faculty Member</b>	<b>New Appointment/ Extension</b>	<b>Period</b>
1.	Assoc. Dean, Students Welfare	Dr. Saikat Mukherjee	New	1 year w.e.f. 23.10.2015
2.	Head, Civil Engineering	Dr. Meena Khwairakpam	New	1 year w.e.f. 06.09.2015
3.	Head, Mathematics	Dr. Tikaram Subedi	New	1 year w.e.f. 17.08.2015
4.	Head, Mechanical Engineering	Dr. Deba Kr. Sarma	Extension	1 year w.e.f. 06.09.2015
5.	Head, Physics	Dr. Ayon Bhattacharjee	Extension	1 year w.e.f. 06.09.2015

6.	Head, Chemistry	Dr. Gitish K. Dutta	New	1 year w.e.f. 06.09.2015
7.	Head, ECE	Dr. Anup Dandapat	Extension	1 year w.e.f. 07.01.2016
8.	Head, CSE	Dr. Rajarshi Ray	Extension	1 year w.e.f. 20.01.2016

**R13.1/BOG/XI/2016:** *The Board **Noted** the appointment/ extension of terms of the Associate Deans/ Heads of Departments made by the Director.*

**Item No. 13.2: Release of Professor P. S. Choudhury to revert to parent Institute:**

Professor P. S. Choudhury who was on deputation from NIT Silchar to serve in the department of Civil Engineering decided to revert back to his parent institute due to ill health of his child. He was released on 15<sup>th</sup> December, 2015.

**R13.2/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the release of Professor P S Choudhury.*

**Item No. 13.3: Release of Faculty on Resignation:**

The following faculty members were released/ to be released from the Institute on resignation:

<b>Name, Designation &amp; Department</b>	<b>Date of Release</b>	<b>Moved to</b>	<b>Reason/ Likely Reason</b>
Dr. Arnab Nandi, Asst. Professor, ECE	14-12- 2015	NIT Silchar	Spouse serves in NIT Silchar; Young child
Dr. T. Rajagopal Rao, Asst. Professor, Chemistry	18-12- 2015	IIT Patna	Anticipate Better Prospects; Remoteness
Dr. Asim Datta, Asst. Professor (Contract), EE	29-2-2016	Mizoram University	Appointment as Associate Professor

**R13.3/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the release of the 3(three) faculty members on their resignation.*

**Item No. 13.4: Appointments on contractual basis:**

**a) Faculty:**

Due to insufficient number faculty in the Department of Civil Engineering on recommendation of its DAC Ms. Sushmita Sharma has been appointed as Assistant Professor (ad hoc) at a consolidated pay of `40,000/- pm for a period of 5(five) months starting from 15.01.2016. Ms. Sharma has submitted her PhD thesis in Civil Engineering at IIT Bombay.

**R13.4a/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the appointment of Ms. Sushmita Sharma as an Assistant Professor (Ad hoc) on a consolidated pay.*

**b) Non-faculty**

As the sanctioned strength for non-faculty is not adequate to cater to the needs of the Institute following appointments were made on purely contractual basis for a period as shown against their names:

Name	Designation	Consolidate d salary (Rs.)	Period of contract		Remarks
			From	To	
Ibadapbiang Marbaniang	Office Supervisor	25,000/- pm	02.11.2015	01.10.2016	
Raj Mizar	Part-time Plumber	1,500/- pm	09.11.2015	08.10.2016	
Albanstar Nongsiej	Technician (Civil)	12000/- pm	10.01.2016	30.06.2016	
Khrawpyrkhat Thangkhiew	Technician (Civil)	12000/- pm	10.01.2016	30.06.2016	
Shallam Nongrum	Driver	12,000/- pm	08.01.2016	07.12.2016	
Gilbert Lawriniang	Welder	12,000/- pm	18.01.2016	17.12.2016	

**R13.4b/BOG/XI/2016:** *The Board **NOTED** the on contract non-faculty appointments.*

**Item No. 13.5: Confirmation of Employees:**

**Non-Faculty:**

On receipt of the employees' police verification report and on completion of probationary period of 2(two) years for non-faculty, the following employees were confirmed against their posts subject to ratification by the Board.

Sl. No.	Name of the Employee	Designation	Department
1.	Mr. Darapskhem Diengdoh	Junior Engineer (Civil)	Engineering Section
2.	Namanstar Marthong	Technical Assistant	Dept. of ME
3.	Arkinson Wankhar	Technician	Dept. of CSE
4.	Inventjoy Shabong	Technician	Dept. of EE
5.	Mebanshan Kugar Raplang	Superintendent	Administration

**R13.5/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the confirmation of the listed non-faculty employees.*

**Item No. 13.6: Extension of contract**

**a) 3-Tier Faculty:**

The following faculty members were initially appointed on contract for a maximum period of 5(five) years (under 3-tier faculty structure Recruitment Rules) and which are to be reviewed annually. Based on satisfactory performance their appointments have been further extended as follows subject to ratification by the Board:

Sl. No.	Name of the Employee	Designation	Department	Period	
				From	To
<b>Under 3-tier</b>					
1.	Mr. Akhilendra P. Singh	Asst. Professor	CSE	03.09.2015	02.09.2016
2.	Mrs. Surmila Thokchom	Asst. Professor	CSE	26.09.2015	25.09.2016
3.	Mr. Vinay Kumar	Asst. Professor	ECE	10.12.2015	09.12.2016
4.	Mr. Nabajyoti Medhi	Asst. Professor	CSE	19.12.2015	18.12.2016

**R13.6a/BOG/XI/2016:** The Board **RESOLVED** to **RATIFY** the extension of contract appointments of the four faculty members in the 3-tier structure.

**b. 4-Tier Faculty:**

The following faculty member was given appointment as Assistant Professor (Contract) under 4-tier recruitment system and their contracts were extended for another year as follows, subject to ratification by the Board:

Sl. No.	Name of the Employee	Designation	Department	Period	
				From	To
<b>Under 4-tier</b>					
1.	Dr. Kamalika Datta	Asst. Professor	CSE	28.11.2015	27.11.2016

**R13.6b/BOG/XI/2016:** The Board **RESOLVED** to **RATIFY** the extension of contract appointment of Dr. Kamalika Datta in the 4-tier structure.

**Item No. 13.7: Committees:**

Name of the Committee	Members with designation	Term
NSS Committee	1. Dr. Wandahun L. Reenbohn – Chairman 2. Dr. Atanu Singha Roy 3. Dr Kishore Debnath 4. Dr. Kamalika Datta	One year w.e.f. 24.09.2015
Committee for Implementation of Recommendation of Academic Audit Committee	1. Dr. Saikat Mukherjee – Chairman 2. Dr. Comingstarful Marthong 3. Dr. P. Sudeep Mangang 4. Dr. C.V. Rama Rao 5. Dr. Atanu Banerjee	One year w.e.f. 06.10.2015

	6. Dr. Kamalika Datta 7. Dr. Biplab Kumar Debnath 8. Dr. Wandahun L. Reenbohn 9. Dr. Atanu Singha Roy	
Committee for Preparation of Institute's Ranking	1. Dr. Anup Dandapat – Chairman 2. Dr. Asim Datta 3. Dr. Sanjay Pratihar 4. Dr. Ratan Sarma 5. Dr. Rajat Subhra Das 6. Dr. Bidyasagar Kumbhakar 7. Dr. K. Senthilkumar 8. Dr. Naba Kamal Nath 9. Dr. Amal Dev Sarma 10. Dr. Bikash Kumar Sarkar	One year w.e.f. 06.10.2015
Planning and Preparation Committee for Shifting to the Permanent Campus	1. Dr. D. K. Sarma – Chairman 2. Dr. Paresh Nath Chatterjee 3. Dr. P.S. Mangang 4. Dr. Supriyo Das 5. Dr. Pradeep Kumar Rathore 6. Dr. Rajarshi Ray 7. Dr. Hriday Mani Kalita 8. Dr. Tribedi Bora 9. Dr. Srinivas Jangili	One year w.e.f. 06.10.2015
Committee for Exploring International Collaboration and Cooperation.	1. Dr. Kamalika Datta – Convenor 2. Dr. K. Senthilkumar 3. Dr. Gitish K. Dutta 4. Dr. Pradeep Kumar Rathore 5. Dr. Rajat Subhra Das	One year w.e.f. 16.10.2015
Students Disciplinary Committee	1. Dr. Paresh Nath Chatterjee – Chairman 2. Dr. Subhendu Maity 3. Dr. Kamalika Datta 4. Dr. K. Senthilkumar	One year w.e.f. 20.11.2015
Cultural Committee	1. Dr. Biplab Kumar Debnath – Convenor 2. Dr. Manideepa Saha 3. Dr. Supriyo Das 4. Dr. Vivek Kumar	8 (eight) months w.e.f. 24.11.2015
CCMT In-charges (M. Tech Admissions)	1. Dr. Deba. K. Sarma –In-charge 2. Dr. Pradeep Kumar Rathore –Dy. In-charge	One year w.e.f.22.12.2015
CSAB In-charges (B. Tech Admissions)	1. Dr. Supriyo Das – In-charge 2. Dr. Ratan Sarmah– Dy. In-charge	One year w.e.f.22.01.2016
M. Sc. Admission Committee	1. Dr. Saikat Mukherjee – Chairman 2. Dr. Atanu Singha Roy 3. Dr. Wandahun L. Reenbohn	One year w.e.f. 22.01.2016
Internship Committee for External Students	1. Dr. Vivek Kumar – Convener 2. Dr. Bidyasagar Kumbhakar 3. Dr. Ayon Bhattacharjee	One Year w.e.f. 22.01.2016
Formulation of Rules for B. Tech Internship	1. Dr. Gayadhar Panda – Chairman 2. Dr. Pradeep Kumar Rathore	To submit report within one month

**R13.7/BOG/XI/2016:** *The Board **NOTED** the constitution of the new Committees as reported.*

**Item No. 14: Other Items for Approval:**

**Item No 14.1: Delegation of Power: Signing of Purchase Orders by Asst. Registrar (Estt.):**

The processing of purchases is currently being carried out by the Asst. Registrar (Estt.). The purchase orders are signed by the Registrar after receiving of approval from the Director. In the absence of the Registrar these are signed by the Director. It is proposed to delegate the power of signing of the Purchase Orders of value up to Rs. 25.0 Lakh to the Asst. Registrar (Estt.).

**R14.1/BOG/XI/2016:** *The Board **RESOLVED** to **APPROVE** the delegation of the authority to sign the Purchase Orders of value up to Rs. 25 Lakhs to the Assistant Registrar (Estt) after receiving approval from the Director.*

**Item No 14.2: Guideline for Online Purchase:**

In recent years online availability of items has become a boon for people located in remote areas. This has reduced the isolation of people living in such areas. However it has not been possible for Public Institutions located in remote locations to benefit through online purchase.

Many a times there is need for items such as hardware components and kits, software modules etc. in short notice for purposes like research projects, students projects etc. Such items are readily available on the Internet but for regular vendors these are not regular supply items. Going by the normal purchase procedures the institute is required to float a tender. Since such items are not common items for the regular suppliers one is often forced to persuade some vendors to quote for the items. In the process the vendors quote for the items with fat margins. As a result the institute is forced to procure the items at much higher cost and also with long delays.

To avoid the above it is proposed to allow online procurement of items costing up to Rs. 50,000/- as per the following procedure-

1. For an on line purchase proposal, the Director will constitute a Committee of at least three officers /Faculty members to carry out the same.
2. The Committee will search the Internet for the availability of the indented items, verify their suitability, obtain their quoted cost, the supply terms and conditions and prepare a report with suitable recommendations.
3. The purchase may then be carried out if recommended by the Committee and approved by the Director.

**R14.2/BOG/XI/2016:** *The Board **RESOLVED** to **APPROVE** the proposed procedure for On Line purchase of items costing up to Rs. 50,000/-.*

**Item No 14.3: Item sent for approval by circulation**

An item regarding the adoption of Annual Report for the financial year 2014-15, so as to send the same to MHRD, Govt. of India for tabling the same before the Parliament was circulated amongst the members of the Board for their approval. Consent from 6(six) members of the Board were received. The Board was requested to ratify the approval for sending Annual Report for the financial year 2014-15 as above please.

**R14.3/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the approval taken through circulation for adoption of the Annual Report for 2014-15 and sending of the same to MHRD.*

**Item No. 14.4 Audited Accounts for the Financial year 2014-15**

As per provision of the Acts & Statutes, Annual Accounts of the Institute is to be prepared each year and is required to be sent to MHRD, Govt. of India for tabling before the Parliament.

The Annual Accounts for the year 2014-15 which was adopted in the last meeting for forwarding it to the Principal Accountant General (PAG) have been audited by the Statutory Auditors and the Audit Certificate was received.

Audited Accounts in both English and Hindi has been printed and ready to be sent to MHRD as above.

The Board is requested to consider and approve the Audited Annual Accounts for the financial year 2014-15 so that this may be sent to MHRD, Govt. of India for tabling the same before the Parliament.

**R14.4/BOG/XI/2016:** *The Board **RESOLVED** To **APPROVE** the printed Audited Accounts of the Institute for the financial year 2014-15 for sending to MHRD for tabling before the Parliament.*

**Item No. 14.5 a: Appointment of Head**

On completion of term of Head of Department of Electrical Engineering, new Head have been appointed as tabulated below:

<b>Sl. No.</b>	<b>Office</b>	<b>Faculty Member</b>	<b>New Appointment/ Extension</b>	<b>Period</b>
1.	Head, Department of Electrical Engineering	Dr. Atanu Banerjee	New	2 year w.e.f. 01.02.2016

**R14.5a/BOG/XI/2016:** *The Board **NOTED** the appointment of the new Head, Dept. of Electrical Engineering.*



**Item No. 14.5 b: Appointment of Warden**

Dr. Biswajit Kar, Warden, Bamboo Huts Hostel had requested for relieve of his additional charge as Warden. In his place, the following appointment has been made:-

Sl. No.	Office	Faculty Member	New Appointment/ Extension	Period
1)	Warden, Bamboo Huts Boys Hodtel	Dr. Pradeep Kumar Rathore	New	1 year w.e.f 01.02.2016

**R14.5b/BOG/XI/2016:** *The Board **NOTED** the appointment of the new warden*

**Item No. 14.6: Extension of contract**

**a) 3-Tier Faculty:**

The following faculty members were initially appointed on contract for a maximum period of 5(five) years (under 3-tier faculty structure Recruitment Rules) and which are to be reviewed annually. Based on satisfactory performance their appointments have been further extended as follows subject to ratification by the Board:

Sl. No.	Name of the Employee	Designation	Department	Period	
				From	To
<b>Under 3-tier</b>					
1.	Deepak Kumar	Asst. Professor	CSE	22.12.2015	21.06.2016
2.	Shaik Affijulla	Asst. Professor	EE	03.01.2016	02.01.2017
3.	B. Pushpa Devi	Asst. Professor	ECE	03.01.2016	02.01.2017
4.	Rakesh Roy	Asst. Professor	EE	03.01.2016	02.01.2017
5.	Amal Dev Sarma	Asst. Professor	HSS	22.01.2016	21.01.2017

The performance of Mr. Deepak Kumar shall be reviewed after 6(six) months.

**R14.6a/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the extension of contract appointments of the five faculty members in the 3-tier structure.*

**b) 4-Tier Faculty:**

The following faculty members were given appointment as Assistant Professor (Contract) under 4-tier recruitment system and their contracts were extended for another year as follows, subject to ratification by the Board:

Sl. No.	Name of the Employee	Designation	Department	Period	
				From	To
<b>Under 4-tier</b>					
1.	Dr. Tikaram Subedi	Asst.	Maths	20.01.2016	19.01.2017

		Professor			
2.	Dr. Bikash Kumar Sarkar	Asst. Professor	ME	21.01.2016	20.01.2017
3.	Dr. Hriday Mani Kalita	Asst. Professor	CE	22.01.2016	21.01.2017
4.	Dr. Bapan Ghosh	Asst. Professor	Maths	28.01.2016	27.01.2017

**R14.6b/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the extension of contract appointments of the four faculty members in the 4-tier structure.*

**Item No 14.7: Confirmation of employee**

On receipt of the employee's police verification report and on completion of probationary period of 1(one) year for faculty, the following employee was confirmed against their post subject to ratification by the Board.

<b>Name of the Employee</b>	<b>Designation</b>	<b>Department</b>
Dr. Saikat Mukherjee	Assistant Professor	Dept. of Mathematics

**R14.7/BOG/XI/2016:** *The Board **RESOLVED** to **RATIFY** the confirmation of Dr. Saikat Mukherjee in the post of Assistant Professor.*

**Item No.14.8: Reconstitution of NSS Committee**

The NSS Committee was re-constituted as for a term of 1(one) year w.e.f. 01.02.2016 with the following as members:-

<b>Sl. No.</b>	<b>Name of member</b>
1.	Dr. Wandahun L.Reenbohn – Chairman
2.	Dr. Atanu Singha Roy – Member
3.	Dr. Kishore Debnath – Member
4.	Dr. Kamalika Datta – Member
5.	Mr. Vinay Kumar – Member

**R14.8/BOG/XI/2016:** *The Board **NOTED** the re-constitution of the NSS Committees as reported.*

**As there was no other item the meeting ended with thanks from and to the Chair.**

Prof. D. K.Saikia  
Director  
NIT Meghalaya