

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
Minutes of Vth Meeting of the Board of Governors held on 12.04.2014

The Vth meeting of the Board of Governors of NIT Meghalaya was held on 12th April 2014 at 10.30 a.m. in the Conference Room of the Institute at Bijni Complex, Shillong and the following members were present:

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| 1. Professor D. K. Basu
Chairman, BOG NIT Meghalaya | Chairman |
| 2. Professor D. K. Saikia,
Director, NIT Meghalaya | Member |
| 3. Professor Samarjit Sengupta
Electrical Engineering,
Dept. of Appl. Physics, Calcutta University | Member |
| 4. Professor P. K. Bora
Electronics and Electrical Engineering
IIT Guwahati | Member |
| 5. Shri R. Srinivasan
Director(NITs), MHRD, | Member |
| 6. Shri A. Datta
Asst. Professor, NIT Meghalaya | Member |
| 7. Shri Satpal Sarma
IFD, MHRD | Member |
| 8. Shri D. J. Goswami
Registrar i/c, NIT Meghalaya | Secretary |

The other members of the Board, Prof. G. Ghosh, Director, IIT Guwahati, Shri R. D. Shira, Retd. Director, BRPL, Prof. Uma Bhattacharyya, CSE, BESU, Kolkata, could not attend the meeting due to prior engagements.

At the outset the Chairman welcomed the members to the Vth meeting of the Board and the agenda of the day was taken up.

Item No. 1 Confirmation of the Minutes of the IVth Meeting of the Board of Governors of the Institute held on 23.11.2013

The minutes of the IVth meeting of the Board was circulated among the members. No comments were received from the members. The members agreed that the minutes be confirmed.

R1/BOG/V/2014: The Board **RESOLVED** that the Minutes of the Fourth Meeting of the Board of Governors of NIT Meghalaya held on 23rd November, 2013 be **CONFIRMED** as circulated.

Item No. 2 Follow up action on the decisions of the Board of Governors of NIT Meghalaya taken on its IVth meeting:

The Registrar elaborated the action taken on the resolutions of the Board in its IVth meeting as tabulated below:

Sl. No.	BoG Resolution No.	Resolution	Action Taken/Status
1.	R3/BOG-IV/2013	The Board RESOLVED to ADOPT the changes in the Statutes regarding raising of the age of superannuation of the Director from 65 to 70 years as described above.	Implemented
2.	R4/BOG-IV/2013	The Board RESOLVED to APPROVE the prepared Annual Report of the Institute for the Year 2012-13 with minor corrections to be sent to MHRD for tabling it in the Parliament and to AUTHORISE the Chairman of the Board to approve the Annual Accounts to be sent to the Ministry for tabling it in the Parliament once the Audit Certificate is received from the Statutory Auditor.	Printing of the reports is going on.
3.	R5/BOG-IV/2013	The Board RESOLVED to APPROVE the above selections and RATIFY the appointments made based on the selections.	No action required
4.	R6/BOG-IV/2013	The Board RESOLVED to RATIFY the decision of the B&WC of awarding the Project Management Consultancy contract to M/S RITES Ltd. Gurgaon.	Tender process for package-1 under phase 1 of construction in the permanent campus has been undertaken by RITES.

5.	R10/BOG-IV/2013	The Board RESOLVED to AUTHORISE the Director to finalize the List of Holidays for 2014.	Already notified
6.	R13/BOG-IV/2013	The Board RESOLVED to REFER the item to the SENATE (Item regarding approval of student council)	The matter was discussed in the III rd meeting of the Senate which was held on 10.2.2014 and Senate has recommended to the Board for approval of the same.
5.	R14a/BOG-IV/2013	The Board NOTED the recommendation made by the selection committee and RESOLVED to allow appointment of 2(two) additional candidates from the waiting list, in order of merit, to be appointed as Office Supervisor on purely temporary basis on a consolidated pay of at most the sum of the minimum basic salary of the position of Superintendent and DA at prevailing rate.	Sri Hubert W. Diengdoh (ST) and Ms. Ibadapbiang Marbaniang (ST) have been appointed on a purely temporary basis.
Rest of the items were either reporting items or items for noting/ratification by the Board.			

R2/BOG/V/2014: The Board **NOTED** the actions taken on the decisions in the IVth meeting of the Board of Governors held on 23-11-2013 as reported.

Item No. 3 **Implementation of 4-tier flexible faculty structure.**

The Council of NITs in its IIIrd meeting held on 18.11.2011 resolved that individual NITs will be allowed to adopt 4-tier flexible faculty cadre structure. Institute received a letter dated 23.08.2013 from Rajesh Singh, Director(NITs), MHRD, Dept. of Higher Education conveying the approval of Chairman of the Council of NITs for adoption/ implementation of the scheme by the respective NITs, after adoption by the respective boards. Subsequently, a Committee was constituted subsequently to devise norms for implementation of the 4-tier flexible cadre (faculty) structure for both the new and existing faculty in NITs. The recommendation of the Committee along with recruitment rules and guidelines to be adopted by the Board of Governors (BOGs) was forwarded by the Ministry vide their letter dated 15.01.2014.

The Board discussed the recruitment rules and other guidelines related to 4-tier-flexible faculty structure and decided to adopt the same for implementation in NIT Meghalaya.

R3/BOG/V/2014: The Board **RESOLVED** to **ADOPT** the 4-tier flexible faculty structure for implementation in NIT Meghalaya.

Item No. 4 Recruitment Rules (RR) for Non-Teaching posts in the National Institutes of Technology.

The recruitment rules(RR) for both the Teaching and Non-Teaching posts, respectively, for the National Institute of Technology (NIT) was approved by the Council of NITs in its IIIrd meeting which was held on 18.11.2011. Accordingly, the model recruitment rules for both the categories were circulated by the Ministry pending official notification so that NITs can initiate processes. These model recruitment rules were adopted in the Ist meeting of the BOG of NIT Meghalaya as the rules to be followed by the Institute during recruitment.

A communication from the Ministry was received (vide letter dated 05.02.2014) that the issues relating to these rules have been resolved and the rules as adopted by the Council of NITs are to be placed before respective Board of Governors for adoption and implementation.

The Board decided to adopt the recruitment rules and other guidelines related to non-teaching posts as described above so that same may be implemented in NIT Meghalaya.

R4/BOG/V/14: The Board **RESOLVED** that Model Recruitment Rules for Non Faculty positions of NITs as communicated by the ministry(vide letter dated 05.02.2014) be **ADOPTED** and implemented as the Recruitment Rules for Non Faculty positions of NIT Meghalaya.

Item No. 5 Minutes of the Senate in its Third meeting held on 10.02.2014.

The minutes of the IIIrd meeting of the Senate held on 10.02.2014 was placed before the Board for its consideration of the recommendations made by the Senate.

R5/BOG-V/2014: The Board considered the minutes of the Senate and **RESOLVED** to **APPROVE** the following:

Item No.	Item Description	Senate Resolution	BoG Resolution
1.	Confirmation of the minutes of the Second meeting of the Senate of NIT Meghalaya held on 20.07.2013.	R1/SENATE-III/14: The Senate resolved to confirm the minutes of the second meeting of the Senate with the corrections in the B. Tech curriculum	Noted
2.	Follow up action on the decisions made in the Second Meeting of the Senate.	R2/SENATE/2/13: The Senate noted the follow-up actions taken as reported.	Noted
3.	Syllabi of Courses for B. Tech. Programme for Approval	R3/SENATE-III/14: The Senate resolved to approve the syllabi for the B. Tech 4 th semester subject to corrections as advised.	Noted

4.	Courses for the Ph. D Programme	R4/SENAT-III/14: The Senate resolved to approve the proposed courses for the Ph. D. Programme	Noted
5.	Recognizing Coursera Courses as Approved Courses for Ph. D. Programme	R5/SENATE-III/14: The Senate resolved to recognize Coursera courses as approved courses for the Ph. D. programme as per the proposed guidelines.	Noted
6.	Starting of M. Tech Programme	R6/SENATE-III/14: The Senate resolved to approve starting of the M. Tech programme in the three disciplines of Computer Science and Engineering (CSE), Electronics and Communication Engineering(ECE) and Electrical Engineering (EE) from the session 2014-15. The Senate also approved the curriculum structure for the proposed programme.	Noted
7.	Proposal to open up the vacant SC/ST state quota seats for admission to general category after second round of admissions.	R7/SENATE-III/14: The Senate resolved to approve the proposal to make the SC/ST state quota seats remaining vacant in the B. Tech programme after the second round of counselling available to the OPEN category qualified candidates.	Resolved to send back the proposal for reconsideration.
8.	Request for Transfer of Ph. D. Scholar by Dr. Ayon Bhattacharjee from NIT Silchar	R8/SENATE-III/14: The Senate resolved to allow transfer of the two Ph. D. scholars at NIT Silchar working under the supervision of Dr. Ayon Bhattacharjee of Department of Physics to NIT Meghalaya.	Noted
9.	Request by a student of first semester	R9/SENATE-III/14: The Senate resolved not to allow any modification in the curriculum for individual students.	Noted
10.	Creation of Ordinances	R10/SENATE-III/14: The Senate resolved to recommend to the Board of Governors the proposed draft Ordinances-	Approved

		Ordinance-I: Ordinance on Academic Programmes Ordinance-III: Ordinance on Students Council Ordinance-IV: Ordinance on Convocation for Conferring Degrees and Diplomas	
11.	Recognition of Ph. D. Supervisors	R11/SENATE-III/14: The Senate ratified the decision of the Director to recognize the above faculty members as recognized Ph. D. Supervisors of the Institute.	Noted
12.	Reporting items: 1. Conference of Directors of NITs at Rashtrapati Bhawan. 2. Ph. D. admissions 3. Recruitment of Faculty 4. Trainee Teacher Scheme of MHRD 5. Training and Placement 6. Autumn Semester, 2013 Results 7. Workshops Organized by Departments with Industry Collaboration	R13/SENATE-III/14: The Senate Noted the items reported. The Senate expressed- - Immense appreciation of the initiatives taken by the Visitor to help the NITs as well as the other institutions to achieve world class quality. - Happiness to see that a good number of Ph. D. scholars and Faculty members with very good academic records have joined the Institute. - Appreciation of the achievement of the Training & Placement cell of the Institute. - Happiness to see the departments organizing workshops in collaboration with the industry. On the semester results the Senate expressed concern on the numbers of students in the lower SGPA ranges and the number of backlog papers of the students.	Noted

Item No. 6 Additional Faculty and Non-Faculty Positions

Considering the projected increase in the student strength due to starting of new programmes in the coming session the additional faculty and non-faculty requirement in 2014-15 have been projected as-

Additional Faculty Positions Required : 16
Additional Non-Faculty Positions Required : 36

Additional Non-Faculty Positions Required are-

Designation of the Post	Pay Band and Grade Pay	No. of Posts sanctioned	No of posts filled up	No of posts required 2014-15	Remarks
Registrar	PB-4, GP 10000/-	01	00	00	
Deputy Registrar	PB-3, GP 7600/-	00	00	02	These two posts are required for heading the academic section and general administration/ Finance
Deputy Librarian/ Asst. Librarian	PB-3, GP 8000/- PB-3, GP 6000/-	01	01	00	
Sports Officer	PB-3, GP 6000/-	01	01	00	An AR appointed against this post on contract basis
Executive Engineer	PB-3, GP 6600/-	01	01	00	
Assistant Engineer	PB-3, GP 4600/-	00	00	02	One each for civil and electrical wing who will assist the Executive Engineer
Technical Officer	PB-3, GP 5400/-	00	00	03	To take charge of Computer Centre and different labs
Assistant Registrar	PB-3, GP 5400/-	01	01	03	One each to look after the Finance, Academic and Stores & Purchases
Superintendent/ Accountant	PB-2, GP 4200/-	02	02	02	With increase in Junior staff , to oversee their activities in different sections
Tech Assistant/ Junior Eng.	PB-2, GP 4200/-	03	03	07	Two junior engineers to look after the civil and electrical wing and five technical assistants for the laboratories
Tech Assistant (System)	PB-2, GP 4200/-	01	01	00	
Nurse	PB-2, GP 4200/-	01	01*	00	*One technical assistant has been appointed against this post
Stenographer	PB-1, GP 2400/-	01	00	00	
Junior Assistant	PB-1, GP 2000/-	04	04	06	Required to look after office work in the departments and sections like establishment, finance etc.

Technician/ Laboratory Asst.	PB-1, GP 2000/-	05	05	02	Technicians are required to look after the labs.
Multi Tasking Staff	PB-1, GP 1800/-	02	02	09	To work as Lab and office attendant
TOTAL		24	22	36	

The Board discussed the matter at length. As the Institute is new and the batch strength of students are small due shortage of space in the temporary campus, the Board Members opined that deciding on faculty requirement at 12:1 student: faculty ratio is not appropriate at this stage. The Ministry be urged to sanction 90 faculty members for the initial five years as in the case of new IITs and IISERs. Similarly, due to the additional activities of a growing institute the non-faculty position requirements shown in the table are very essential for the Institute to function properly, it was opined.

R6/BOG-V/2014: The Board **RESOLVED** to **APPROVE** the creation of 16(sixteen) new faculty positions and 36(thirty six) new non-faculty positions subject to concurrence by MHRD.

Item No. 7 Trainee Teacher Scheme of the MHRD

To attract talents to Academia and Research and to overcome the shortage of qualified faculty the NIT Council has devised a Trainee Teacher Scheme which has been notified by the MHRD for implementation by the NITs.

According to the scheme the Institute can recruit candidates having completed BE/ B. Tech within top 15% from CFTIs (or other AICTE approved institutions, in which case the candidate has to have a valid GATE score) as Trainee Teachers who will assist in the teaching and evaluation activities. The Trainee Teacher shall parallel register in an IIT for his/ her M. Tech & Ph. D which he/ she shall carryout on a part-time basis.

The BoG of each NIT is required to decide on the number of Trainee Teachers to be recruited in a year based on the projected faculty requirements of the Institute. The maximum allowed no. of Trainee Teachers per year in an Institute is currently 10.

Since NIT Meghalaya is a new Institute and its faculty requirement is continue to grow in the near future, it is proposed that the Institute recruits 10 Trainee Teachers this year with 2(two) in each of the engineering departments.

The Board considered the proposal and decided to approve creation of 10 (ten) Trainee Teachers positions for recruitment in the current year.

R7/BOG-V/2014: The Board **RESOLVED** to **APPROVE** creation of 10 (ten) Trainee Teacher positions for recruitment in the current year.

Item No. 8 Guidelines regarding research start-up grants

It is proposed that start-up research grants be provided to the young faculty in the Institute as in the other premier institutes in the country to enhance research output. A set of guidelines for submission of such project proposal have been formulated in this regard by the faculty committee consisting of-

1. Dr. Saikat Mukherjee, HoD, Dept. of Mathematics
2. Dr. Alok Chakraborty, HoD, Dept. of Computer Science and Engineering

The draft guidelines (as at Annex.I) were placed before the Board for consideration and approval by the Board.

The Board was also informed that these proposals will be scrutinized and shortlisted by an Empowered Committee which will be constituted by the Director with experts from relevant fields.

R8/BOG-V/2014: The Board **RESOLVED** to **APPROVE** the proposal of startup research grants and also the Guidelines for Research Start-up Grants to the new faculty members as in Annexure-I.

Item No.9 Regularization of Employees who have completed the probationary period

Once an employee who is appointed against a permanent post completes his/her probationary period applicable to the post as per the recruitment rules he /she is to be regularized against that post. One of the precondition for regularization is obtaining of police verification report of the concerned employee. As the employees of the Institute come from every nook and corner of the country, the verification from the police department rarely comes on time. In fact, though the first lot of attestation forms were submitted almost six months ago we are yet to receive the attested forms even for the local employees. In view of this, it is proposed that eligible employees for regularization will be asked to submit a declaration form and will be regularized based on this declaration.

The Board discussed the matter and concluded that receiving clearance from the police department is essential before an employee is confirmed.

R9/BOG-V/2014: The Board **RESOLVED** that clearance from the police department is essential before an employee is confirmed.

Item No. 10 Awarding pay in scale to Mr. Amal Dev Sarma

Mr. Amal Dev Sarma was appointed on a consolidated pay in January 2013 due to non availability of a sanctioned post. The selection committee had recommended that he be placed on scale when a sanctioned post becomes available and BoG had approved the recommendation. Now a sanctioned position is available. However, Mr. Sarma does not have a Ph. D. and the Institute is in the process of adopting the 4-tier pay scale for faculty.

Mr. Sarma is a faculty in Management Science and has also been looking after the Training and Placement section successfully. A proposal for placing Mr. Sarma in a scale of pay against sanctioned post was put up before the Board.

R10/BOG-V/2014: The Board **RESOLVED** that Mr. Amal Dev Sarma may not be placed on scale, as the Institute has adopted the 4-tier flexible faculty structure, but he may be given a consolidated pay equal to an amount received by a faculty member on scale.

Item No. 11 Enhancement of lease amount for the Asst. Professors

As the Institute currently does not have any residential accommodation of its own it was decided in the 1st meeting of the BoG to leased accommodation to the faculty and the Group-A staff with ceiling amount as follows:

Professor and equivalent level:	Rs. 15,000/-per month
Assoc. Professor and equivalent level:	Rs. 12,000/-per month
Asst. Professor and equivalent level:	Rs. 8,000/- per month

However it has been observed that getting a suitable residential accommodation in Shillong at Rs. 8000/- pm is very difficult. It is therefore proposed to enhance the ceiling amount for the level of Asst. Professor and equivalent to Rs. 10,000/-. The Board is requested to consider and approve the proposal.

R11/BOG-V/2014: The Board **RESOLVED** to maintain the lease amount at the current level.

Item No. 12 Resignation of Dr. Dipankar Das

Dr. Dipankar Das, Asst. Professor in the Dept. of Computer Science and Engineering, has tendered his resignation vide his letter dated 28.02.2014 on health grounds. It may be noted that Dr. Das was absent from duties w.e.f. 13.01.2014 due to medical problem. His resignation was accepted by the Director on medical grounds and was released from the Institute w.e.f. 31.03.2014(A.N.) subject to the ratification of BOG.

R12/BOG-V/2014: The Board **RESOLVED** to **RATIFY** the release of Dr. Dipankar Das on medical ground.

Item No. 13 Items approved by the Director

Following items approved by the Director were reported to the Board for consideration of ratification.

a) Appointment of Head of the Departments, Warden & Associate Warden, Coordinators:

Sl No.	Name	Designation	Appointed as	Duration
1.	Dr. Rajarshi Ray	Asst. Prof, Computer Science and Engineering	HoD, Dept. of Computer Science Engg	w.e.f 21.01.2014 for a period of one year or until further orders
2.	Dr. Paonam Sudeep Mangang	Asst. Prof, Humanities and Social Sciences	HoD, Dept. of Humanities & Social Sciences	w.e.f 18.02.2014 for a period of one year until further orders
3.	Mr. Nabajyoti Medhi	Asst. Prof, Computer Science and Engg.	In-charge of Computer Centre	w.e.f 05.02.2014 until further orders
4.	Dr. Meena Khwairakpam	Asst. Prof, Dept. of Civil Engg.	Warden, Girls Hostel	w.e.f 21.01.2014 until further order
5.	Dr. Paresh Nath Chatterjee	HoD, Chemistry and Faculty-in-charge, Students Affairs	Acting Warden, Bamboo Huts Boys Hostel	w.e.f 28.02.2014 until further orders
6.	Dr. Meena Khwairakpam	Asst. Prof, Civil Engineering.	Coordinators for CSAB	For the year 2014 -15
7.	Dr. Subhendu Maity	Asst. Prof, Mechanical Engineering		For the year 2014 -15
8.	Dr. Saikat Mukherjee	HoD, Mathematics	Coordinators for admission (M. Tech)	For the year 2014 -15
9.	Dr. Biswajit Kar	Asst. Prof, Electrical and Electronics Engineering		For the year 2014 -15
10.	Dr. Gayadhar Panda	HoD, Electrical and Electronics Engineering	Coordinators for admission (Ph. D)	For the year 2014 -15

b) Formation of Committee:

Name of the Committee	Members with designation	Period
Research Committee	i. Director NIT Meghalaya, Chairman ii. Prof. D. K. Bhattacharjee, External Member iii. Prof. S. Talukdar, External Member iv. Prof. S. R. M. Prasanna, External Member v. Dr. A. Bhattacharjee, Internal Member vi. Dr. G. Panda, Internal Member vii. Dr. A. Dandapat, Internal Member	w.e.f. 17.02.2014 for a term of two years
Students Disciplinary Committee	i. Dr. Saikat Mukherjee, Chairman ii. Dr. Subhendu Maity, Member iii. Dr. Paonam Sudeep Mangang, Member	w.e.f. 18.03.2014 for a term of one year

c) Appointment of Non- Faculty Staff:

Applications for the post of Junior Assistant & Multi-tasking staff were invited vide our advertisement no. NITMGH/REC/N-F/2013/1 dated: 28.05.2013. The last date of submission of the application was 15.07.2013. A two-stage recruitment process (trade test/written test and personal interview) was followed. Based on the trade test/written test, candidates were shortlisted for interview. The numbers of applications received for the post of Junior Assistant & Multitasking Staff along with the date of written test and interview were as follows:-

Position	No. of applications received	No of candidates shortlisted for trade test/ written test	Date of written test/ trade test	No of candidates shortlisted for interview	Date of interview
Junior Assistant	706	669	08.01.14	32	08.02.14
Multi tasking staff (Fitter, welder & mechanist)	60	26	31.01.14	06	08.02.14
Multi tasking staff (wireman)	58	13	31.01.14	03	08.02.14
Multi tasking staff (electronics)	15	06	31.01.14	02	08.02.14
Multi tasking staff (IT & Others)	72	01	31.01.14	01	08.02.14

The selection committees for various posts were constituted as per the provision of the Statutes are as follows:

Position	Members	Role
Junior Assistant	1. Prof. D.K.Saikia, Director, NIT Meghalaya 2. Prof. B. N. Roychoudhury, Registrar, IIT Guwahati 3. Mr. L. Roy, IAS (Retd.) & Former Registrar, NEHU 4. Mr. T. K. Singha, Deputy Registrar, NEHU 5. Mr. D. J. Goswami, NIT Meghalaya	1. Chairman 2. Nominee of MHRD 3. Nominee of Board 4. External Expert 5. Registrar (i/c)
Multi Tasking Staff	1. Prof. D.K. Saikia, Director, NIT Meghalaya 2. Prof. B. N. Roychoudhury, Registrar, IIT Guwahati 3. Mr.C.D.Saio, Former Director, MeECL, Shillong 4. Mr. D. J. Goswami, NIT Meghalaya	1. Chairman 2. Nominee of MHRD 3. External Expert 4. Registrar (i/c)

The Selection Committees met on the said dates at the Administrative Block, NIT Meghalaya. Their recommendations are summarized as follows:-

Position	Name of the candidate (s)	Status
Junior Assistant	1.Mr. Manfred Eleazer Kurbah 2.Ms. Rebekah Lyngdoh 3.Mr. Paiabha Trevor Iariang 4.Mr.Paul Hilary Shylla	1. Joined on 03.03.2014 2. Joined on 10.03.2014 3. Joined on 03.03.2014 4. Joined on 03.03.2014
Multitasking Staff (Fitter)	Mr. Teddy Lambert War	Joined on 14.02.2014
Multitasking Staff (Mechanist)	Mr. Mangora Suting	Joined on 17.02.2014

The following candidates were kept on waiting list:-

Position	Name of the candidate (s)
Junior Assistant	1. Ms. Lisa Mary Chyne 2. Ms. Iobida Nongkhlaw 3. Mr. Risai Kupar Nongbsap 4. Mr. Banshailang Myrthong
Multitasking Staff (Wireman)	Mr. Larry Kupar Lyngni
Multitasking Staff (Welder)	Mr. Gilbert Lawriniang
Multitasking Staff (Fitter)	Mr. Banteiborlang Syiemlieh

d) Non-Faculty (Technical) on purely temporary basis:

Applications for the post of Junior Engineer & Computer Engineer were invited vide our advertisement no. NITMGH/REC/JE/2013-14/1920 dated: 13.01.2014 and no. NITMGH/REC/Comp. Er./2013-14/2099 dated: 04.02.2014. The last dates of submission of the applications were 20.02.2014. A two-stage recruitment process (written test and personal interview) was followed for the post of Computer Engineer whereas for the post of Junior Engineer candidates were shortlisted directly for the interview. The numbers of applications received for the post of Junior Engineer & Computer Engineer along with the date of written test and interview were as follows:

Position	No. of applications received	No of candidates shortlisted for written test	Date of written test	No of candidates shortlisted for interview	Date of interview
Junior Engineer (Civil)	23	NA*	NA	11	20.03.14
Junior Engineer (Electrical)	26	NA	NA	06	20.03.14
Computer Engineer	66	46	19.03.2014	07	19.03.14

* NA- Not applicable

As the post are on purely temporary basis, hence the selection committees were constituted by the Director, NIT Meghalaya as follows:

Position	Members	Role
Junior Engineer	1. Prof. D.K.Saikia, Director, NIT Meghalaya 2..Mr. D. J. Goswami, NIT Meghalaya 3. Dr. C. Marthong 4. Dr. G. Panda 5. Mr. R. L. Kharpran	1. Chairman 2. Registrar (i/c) 3. HoD, Dept. of Civil Engg. 4. HoD, Dept. of EEE 5. Executive Engineer
Computer Engineer	1. Prof. D.K. Saikia, Director, NIT Meghalaya 2. Mr. Dhiraj Sarma, Computer Engineer, Tezpur University 3. Mr. D. J. Goswami, NIT Meghalaya. 4. Dr. Rajarshi Ray	1. Chairman 2. External Expert 3. Registrar (i/c) 4. HoD, Dept. of CSE

The Selection Committees met on the said dates at the Administrative Block, NIT Meghalaya. Their recommendations are summarized as follows:-

Position	Junior Assistant	Status
Junior Engineer (Civil)	Mr. Kynsaibor Thongni	Joined on 01.04.14
Junior Engineer (Electrical)	Mr. Reymond Swer	Joined on 28.03.14
Computer Engineer	Mr. Rashidul Alam	Joined on 01.04.14

The following candidates were kept on waiting list:-

Position	Name
Junior Engineer (Civil)	Mr. Marius Nongsteng
Junior Engineer (Electrical)	Mr. Pyndapborlang Lyngdoh Nongpiur
Computer Engineer	Mr. Wankhraw Kupar Kharbuli

e) Resignation by Ms. Dulumoni Kalita

Ms. Dulumoni Kalita, Asst. Registrar (Academic) tendered her resignation vide letter dated 30.12.2013 to join a regular post as Administrative officer at Centre of Plasma Physics, Institute for Plasma Research, Guwahati. It may be noted that she was appointed on contractual basis and as per her offer of appointment she is to give one month's notice for terminating the engagement. Her resignation was approved by the Director and was released w.e.f. 30.01.2014(A.N.)

R13/BOG-V/2014: The Board **RESOLVED** to **RATIFY** decisions taken by the Director.

Item No. 14: Items Tabled with the Permission of the Chair

a. Proposal to open up the vacant SC/ST state quota seats for admission to general category after second round of admission.

The state quota seats which are filled up as per Meghalaya State reservation policy from the year 2013-14 remained vacant due to non-availability of suitable candidates under ST category. To avoid wastage of capacity and also natural resources a proposal to fill this vacant seats from qualified candidates from the state who belongs to other category was put up before the Board. This proposal was put up before the Senate in third meeting held on 10.02.2014 and the Senate has approved the proposal. A request letter was sent to the State Govt. and vide their letter dated 25.03.2014 Meghalaya Govt. advised to follow the notification no.EDN.69/2010/68 dated 06.06.2013.

R14a/BOG-V/2014: The Board **ADVISED** to follow the Meghalaya Sate Govt. notification no. EDN.69/2010/68 dated 06.06.2013 in filling up any vacant seats from the state quota during B.Tech admissions.

b. Delegation of Power: Authorizing the Executive Engineer to sign on behalf of Principal Employer for contractors to get labour licence, registration certificate from labour department

The contractor(s) engaged in contract works with NIT Meghalaya are supposed to get labour license/registration certificate in compliance with Labour Act from the Labour Department which is to be renewed every year..

For getting the labour license and registration certificate, the contractor (s) has to get the signature of the Principal Employer in FORM-V and FORM-I respectively to be obtained from Labour Department.

However, it is felt that signature of these forms each time by Principal Employer i.e. Director NIT Meghalaya in our case may not be feasible and convenient. As such, a proposal to delegate this authority to the Executive Engineer of the Institute (which is as per Statutes Section 17 No.16) is put up before the Board for its approval

R14b/BOG-V/2014: The Board **RESOLVED** to **APPROVE** the proposal for the Director to Authorize the Executive Engineer to sign on his behalf for contractors to get labour license, registration certificate from labour department.

c. Inspection report on the accounts and records of the National Institute of Technology Meghalaya

The accounts and records of the NIT for the period 01 April 2010 to 31 December 2013 were test checked by an Audit Party from the office of the Accountant General (Audit),Meghalaya, Shillong during the period from 07 January 2014 to 17 January 2014.The Inspection report for the same has been received and para wise reply to them has also been sent. An intimation regarding our reply from AG(Audit) Meghalaya, Shillong vide their letter dated 02.04.2014 was received by the Institute

R14c/BOG-V/2014: The Board **NOTED** the observations made by the Office of the Accountants General in the Inspection Report on the accounts and records of the Institute and **AGREED** on the replies sent by the Institute against the objections raised.

d. Enhancement of Dearness Allowance from 90% to 100% w.e.f. 01.01.2014

The GOI, Ministry of Finance, Department of Expenditure had approved the payment of enhanced rate of Dearness Allowance i.e. from 90% to 100% to the Central Government employees w.e.f. 01.01.2014. NIT Meghalaya being a Central Govt. Autonomous Body, the enhanced rate is applicable to the employees who are drawing their salaries in a scale of pay.

R14d/BOG-V/2014: The Board **RESOLVED** to **APPROVE** enhancement of Dearness Allowance from 90% to 100% w.e.f. 01.01.2014 for the eligible employees of the Institute.

e. Regularization of service of Dr. Manideepa Saha

Ms. Manideepa Saha who was offered a position of Assistant Professor vide our offer of appointment no. NITMGH/REC/F/Asst.Prof-Maths/2013-14/825 dated 11.07.2013 has appealed that as she had completed her PhD, she may be placed in a regular position with grade pay of Rs.7000/- as applicable to other PhD holders in the three tier faculty structure.

The matter was discussed by the Board, but it was felt that as the Institute is implementing the four tier flexible faculty structure and all the existing faculties have to migrate to this system through a selection process, Ms. Saha may be encouraged to apply when posts are advertised instead of regularizing and paying benefits as per the existing system.

R14e/BOG-V/2014: The Board **RESOLVED** that Dr. Manideepa Saha be advised to apply for appointment against 4-tier flexible faculty structure.

f. Resignation of Ms. Garima Kapoor, Asst. Professor (on Contract)

Ms. Garima Kapur, Asst. Professor in the Dept. of Electronics and Communication Engineering on contractual basis, has tendered her resignation on personal grounds. Her resignation was accepted by the Director, subject to fulfillment of her academic responsibilities for the current semester.

The Board was requested to consider and approve the resignation as above

R14f/BOG-V/2014: The Board **RESOLVED** to **APPROVE** provisional release of Ms. Garima Kapoor w.e.f. 01.05.2014 and final release after her completion of the end-term examination evaluation and grading responsibilities.

g. Status of Construction works under Package-I of Permanent Campus at Sohra

The tender process for package-I of the phase-I of construction of permanent campus at Sohra is under process. The following building works are proposed to be undertaken under this package:-

Sl. No.	Description	No. of Blocks	Plinth Area (Sq. M)	Total Built-up Area (Sq. M)	Estimated Cost (in Rs.)
1.	Administration Block	1	2088.77	5379.87	19,47,59,730.00
2.	Academic Blocks	4	1636.20	23780.96	89,06,34,217.00
3.	Library Block	1	628.55	2339.01	8,75,19,073.00

4.	Lecture Hall Complex	1	2807.61	6384.04	32,56,01,948.00
5.	Workshop	1	1787.22	2088.04	6,35,26,347.00
6.	ESS	1	493.20	493.20	1,84,37,047.00
	Total			40466.02	158,04,78,362.00

Tender for prequalification of contractors was floated in December, 2013. Altogether 19 bidders submitted bids and 13 of them were found to be qualify. Financial bids were called from these bidders with 9.3.2014 as the last date of submission. However one of the bidders who was declared as “not qualified” contested the decision and had to be allowed to submit financial bid and the date of submission of financial bid had to be extended to 09.04.2014. A report was received from RITES indicating that six bidders have submitted financial bids. These will now be analyzed before finalizing on the award of the contract.

The Board opined that the progress of the work appears to be very slow. The Board expressed its surprise that the PMC is yet to submit any Planned Schedule of the Activities, which the agency is required to submit as per the agreement signed. The PMC was advised to prepare the schedule for floating the tenders for the remaining packages of Phase-I constructions. However the agency has so far failed to provide the same. At the current rate of progress it is doubtful that the PMC will be able to complete to Phase-I constructions within the stipulated period.

R14g/BOG-V/2014: The Board **NOTED** the progress of the work with concern and **RESOLVED** that the PMC be advised to expedite the work failing which the Building and Works Committee may consider alternative options.

h. Appointment of Deans

As per Article-19 of the 1st Statutes of the Institute only a Professor or an Associate Professor who is not a Head of a Department can be appointed as a Dean of the Institute. At this moment the Institute does not have a Professor and all its Associate Professors are also Heads of the Departments. The Board therefore was requested to allow appointment of Associate Professors, who are also Heads of Departments, as Associate Deans. Similarly, the Board was also requested to allow appointment of Assistant Professors as Assistant Deans.

The Board considered the matter and decided to allow appointment of Associate Professors, who are also Heads of Departments, as Associate Deans and appointment of Assistant Professors as Assistant Deans.

R14h/BOG-V/2014: The Board **RESOLVED** to **ALLOW** appointment of Associate Professors, who are also Heads of Departments, as Associate Deans and appointment of Assistant Professors as Assistant Deans.

i. Institute Budget for 2014-15

The Institute Budget for the FY 2014-15 as placed below which was recommended by the Finance Committee in its meeting held on 11-04-2014 was placed before the Board for its approval.

Sl. No. & Code	HEAD OF ACCOUNT	Budgeted Amount (in Lakh) (2013-14)	Expenditure till 31.03.2014 (in Lakh)	Budget estimate 2014-2015 (in Lakh)
1-EQP	Equipment, Teaching Aids & Software	500.00	376.51	600.00
2-FRN	Furniture	200.00	113.97	200.00
3-CON	Construction- Boundary Wall, Buildings etc.	6000.00	487.00*	15000.00
4-ACS	Architectural Consultant, Soil Testing etc.	250.00	186.25	200.00
5-PAY	Pay & Allowances	350.00	313.12	500.00
6-SOS	Security, Catering & Other Outsourced Services.	100.00	59.02	150.00
7-RMT	Repairs & Maintenance	25.00	15.97	25.00
8-RNT	House Rents	250.00	220.03	300.00
9-CAD	Consumables – Academic Departments	20.00	19.31	25.00
10-ROC	Recurring Office Contingency	25.00	10.11	25.00

11-RAD	Recurring Contingency-Academic departments	10.00	0.06	10.00
12-RJN	Research Journals	50.00	66.31	75.00
13-LBK	Library Books	50.00	19.55	50.00
14- SSC	Student Scholarships	25.00	1.88	80.00
15-SAC	Students Activity	25.00	13.17	25.00
16-PDA	Other Acad. Exp., Exams., Book Grants, PDA etc.	30.00	6.75	40.00
17-TEX	Travel Expenses	25.00	9.76	25.00
18-CTR	Communication & Transportation	75.00	42.45	100.00
19-PFR	PF and Retirement Benefits	30.00	19.46	50.00
20-LAD	Loans & Advance	50.00	-	30.00
21-REX	Recruitment Expenses	50.00	22.99	50.00
22-MIC	Miscellaneous Expenses	25.00	32.44	40.00
23- MED	Medical Expenses	5.00	2.12	20.00
24-VEH	Vehicle Expenses	20.00	15.43	0.00
	TOTAL-	8190.00	2053.66	17620.00

***As 33% of the estimated value under package I of construction (approximately Rs. 50 Crore) could not be transferred to PMC agency(as award of work is not over) , the expenditure under this head is low compared to budget estimate**

R14j/BOG-V/2014: The Board **RESOLVED** to **APPROVE** the Budget of the Institute for the FY 2014-15 as recommended by the Finance Committee.

j. Enhancement of sitting fee to the members of the Authorities of the Institute

During the Ist BOG meeting of the Institute held on 01.12.2012, the travelling allowance, sitting fee etc. to be paid to the Members of the Institute was discussed and the Board ratified the rates decided by the Chairperson during March 2012 as follows:-

- | | |
|--|---------------|
| A. Sitting fee for statutory committee member | - Rs. 3,000/- |
| B. Sitting fee for selection committee for Group A posts | - Rs. 3,000/- |
| C. Sitting fee for selection committee for Group B and other posts | - Rs. 2,000/- |

For travelling allowance and others applicable to the members it is proposed that these may be commensurate with the positions held by the members or in case of retired persons being member of any committees it would be with respect to the position he or she held before retirement.

Further for other committees, which is not statutory in nature, Director of the Institute may be authorised to fix the sitting fee on a case to case basis for the members from outside the Institute, which in any case should not exceed the sitting fee applicable for statutory committee member.

A proposal for enhancement of the sitting fee keeping the other parameters same was put up before the Board so that these becomes similar to other NIT's in the following lines:-

A.	Sitting fee for statutory committee member	-	Rs. 5,000/-
B.	Sitting fee for selection committee for Group A posts	-	Rs. 5,000/-
C.	Sitting fee for selection committee for Group B and other posts-	-	Rs. 3,000/-

R14k/BOG-V/2014: The Board **RESOLVED** to **APPROVE** the change in the sitting fee for the statutory and selection Committee members as follows:-

A	Sitting fee for statutory committee member	-	Rs. 5,000/-
D.	Sitting fee for selection committee for Group A posts	-	Rs. 5,000/-
E.	Sitting fee for selection committee for Group B and other posts-	-	Rs. 3,000/-

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

D. J. Gowami
Registrar (i/c) & Secy. BoG, NIT Meghalaya