Minutes of the 18ᵗʰ meeting of the Board of Governors (BoG) of Central Institute of Technology (CIT) Kokrajhar held on 11ᵗʰ March, 2019 (Monday) at Shastri Bhawan, New Delhi.

Item No. 18.01: Confirmation of the Minutes of the 17ᵗʰ Meeting of the Board of Governors (BoG) of CIT Kokrajhar held on 25ᵗʰ July, 2018 at Shastri Bhawan, New Delhi.

The Minutes of the 17ᵗʰ Meeting of the BoG held on 25ᵗʰ July, 2018 at Shastri Bhawan, New Delhi was circulated amongst the members. As no comments were received from any of the members, the minutes of the 17ᵗʰ meeting were places before the board for confirmation.

Resolution: As no comments were received, the members confirmed the minutes of the 17ᵗʰ meeting of the BoG.

Item No. 18.02: Action taken Report (ATR) on the resolutions of the 17ᵗʰ Meeting of the BoG.

An ATR had been prepared on the resolutions of the 17ᵗʰ Meeting of the BoG and was placed at the meeting. Members were requested to discuss the ATR and to suggest further course of action if any, that may be considered necessary.

Resolution: The members noted the ATR as reported by the institute. However for item no 14.03 member representing IFD informed that further the institute would be funded through HEFA. In light of this they have suggested to increase the IRG of the institute.

Item No. 18.03: Approval of Deemed to be University notification of MHRD.

Central Institute of Technology (CIT) Kokrajhar had been declared as an "Institution deemed to be University" by the Ministry of Human Resource Development of the Government of India vide the Notification **No. F.9-1/2016-U3(A) dated December 13, 2018 of the MHRD, Govt. of India.** A copy of the notification was placed before the board for approval.

Resolution: The members approved the notification and suggested the institute to follow the clauses as notified.

Item No. 18.04: Proposal for approval of programmes (Diploma, UG and PG) to be started under the new status of Deemed to be University of the institute.

As per the new status of Deemed to be University of CITK, the existing institute had applied for progressive closure. For AICTE approval of its programmes, the institute had simultaneously applied afresh as a new institute in the same premise to be started from the academic year 2019-20. The programmes that were considered for the application submitted to AICTE for approval were as follows.

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SL. No.	Programme	Level of course	Name of the Course	Intake
1	ENGINEERING AND TECHNOLOGY	DIPLOMA	ELECTRONICS & COMMUNICATION ENGG	30
2	ENGINEERING AND TECHNOLOGY	DIPLOMA	COMPUTER SCIENCE AND ENGINEERING	30
3	ENGINEERING AND TECHNOLOGY	DIPLOMA	FOOD PROCESSING TECHNOLOGY	30
4	ENGINEERING AND TECHNOLOGY	DIPLOMA	CONTROL AND INSTRUMENTATION	30
5	ENGINEERING AND TECHNOLOGY	DIPLOMA	CIVIL ENGINEERING	30
6	ENGINEERING AND TECHNOLOGY	DIPLOMA	ANIMATION AND MULTIMEDIA TECHNOLOGY	30
7	ENGINEERING AND TECHNOLOGY	POST GRADUATE	FOOD ENGINEERING AND TECHNOLOGY	18
8	ENGINEERING AND TECHNOLOGY	POST GRADUATE	AGRICULTURAL SCIENCE AND TECHNOLOGY	18
9	ENGINEERING AND TECHNOLOGY	POST GRADUATE	COMPUTER SCEINCE & ENGINEERING	18
10	ENGINEERING AND TECHNOLOGY	POST GRADUATE	WATER RESOURCES AND HYDRAULIC ENGINEERING	18
11	ENGINEERING AND TECHNOLOGY	POST GRADUATE	GREEN ENERGY TECHNOLOGY	18
12	ENGINEERING AND TECHNOLOGY	POST GRADUATE	INSTRUMENTATION ENGINEERING	18
13	ENGINEERING AND TECHNOLOGY	POST GRADUATE	ELECTRONICS & COMMUNICATION ENGINEERING	18
14	ENGINEERING AND TECHNOLOGY	POST GRADUATE	GEOTECHNICAL ENGINEERING	18
15	ENGINEERING AND TECHNOLOGY	POST GRADUATE (Part time)	GREEN ENERGY TECHNOLOGY	5
16	ENGINEERING AND TECHNOLOGY	POST GRADUATE (Part time)	WATER RESOURCES AND HYDRAULIC ENGINEERING	5
17	ENGINEERING AND TECHNOLOGY	POST GRADUATE (Part time)	FOOD ENGINEERING AND TECHNOLOGY	5
18	ENGINEERING AND TECHNOLOGY	POST GRADUATE (Part time)	COMPUTER SCIENCE & ENGINEERING	5
19	ENGINEERING AND TECHNOLOGY	POST GRADUATE (Part time)	INSTRUMENTATION ENGINEERING	5
20	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	COMPUTER SCIENCE & ENGINEERING	90
21	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	ELECTRONICS & COMMUNICATION ENGINEERING	60
22	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	CIVIL ENGINEERING	60
23	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	FOOD ENGINEERING AND TECHNOLOGY	60
24	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	INSTRUMENTATION ENGINEERING	60
25	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE (Part Time)	COMPUTER SCIENCE & ENGINEERING	10
26	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE (Part Time)	FOOD ENGINEERING AND TECHNOLOGY	10
27	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	MECHANICAL ENGINEERING	60
28	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	ELECTRICAL ENGINEERING	60
29	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	ENGINEERING PHYSICS	30
30	DESIGN	POST GRADUATE	DESIGN	15
31	DESIGN	POST GRADUATE	DESIGN	15
32	DESIGN	UNDER GRADUATE	DESIGN	30

The nomenclatures of the above programmes had been finalised as per the AICTE approval handbook 2019-20. It was also mentioned that, the two post graduate programmes under Design would be of the specialisation of Multimedia Communication and Design and Indigenous artefacts and Design Heritage.

The members were requested to approve the same.

Resolution: The members approved the proposal of progressive closure of the existing institute. The board also had given its approval for starting a new institute in the same premise from the academic year 2019-20.

Regarding the proposed programmes of the new institute, the members had a discussion on the availability of associated infrastructures and manpower. . After threadbare discussion, the board decided to start the following programmes in a phase wise manner.

SL. No.	Programme	Level of course	Name of the Course	Intake
1*	ENGINEERING AND TECHNOLOGY	DIPLOMA	ELECTRONICS & COMMUNICATION ENGG	30
2*	ENGINEERING AND TECHNOLOGY	DIPLOMA	COMPUTER SCIENCE AND ENGINEERING	30
3*	ENGINEERING AND TECHNOLOGY	DIPLOMA	FOOD PROCESSING TECHNOLOGY	30
4*	ENGINEERING AND TECHNOLOGY	DIPLOMA	CONTROL AND INSTRUMENTATION	30
5*	ENGINEERING AND TECHNOLOGY	DIPLOMA	CIVIL ENGINEERING	30
6*	ENGINEERING AND TECHNOLOGY	DIPLOMA	ANIMATION AND MULTIMEDIA TECHNOLOGY	30
7*	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	COMPUTER SCIENCE & ENGINEERING	90
8*	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	ELECTRONICS & COMMUNICATION ENGINEERING	60
9*	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	CIVIL ENGINEERING	60
10*	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	FOOD ENGINEERING AND TECHNOLOGY	60
11*	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	INSTRUMENTATION ENGINEERING	60
12**	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	MECHANICAL ENGINEERING	60
13**	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	ELECTRICAL ENGINEERING	60
14**	ENGINEERING AND TECHNOLOGY	UNDER GRADUATE	ENGINEERING PHYSICS	30
15*	ENGINEERING AND TECHNOLOGY	POST GRADUATE	FOOD ENGINEERING AND TECHNOLOGY	18
16**	ENGINEERING AND TECHNOLOGY	POST GRADUATE	AGRICULTURAL SCIENCE AND TECHNOLOGY	18
17*	ENGINEERING AND TECHNOLOGY	POST GRADUATE	COMPUTER SCEINCE & ENGINEERING	18
18*	ENGINEERING AND TECHNOLOGY	POST GRADUATE	WATER RESOURCES AND HYDRAULIC ENGINEERING	18
19*	ENGINEERING AND TECHNOLOGY	POST GRADUATE	GREEN ENERGY TECHNOLOGY	18
20**	ENGINEERING AND TECHNOLOGY	POST GRADUATE	INSTRUMENTATION ENGINEERING	18
21**	ENGINEERING AND TECHNOLOGY	POST GRADUATE	ELECTRONICS & COMMUNICATION ENGINEERING	18

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22**	ENGINEERING AND TECHNOLOGY	POST GRADUATE	GEOTECHNICAL ENGINEERING	18
23*	DESIGN	POST GRADUATE	DESIGN	15
24**	DESIGN	POST GRADUATE	DESIGN	15
25*	DESIGN	UNDER GRADUATE	DESIGN	30

*these programmes will be started from the academic session 2019-20.

**these programmes will be started in due course of time phase wise.

The board also noted that, the two post graduate programmes under Design would be of the specialisation of *Multimedia Communication and Design and **Indigenous artefacts and Design Heritage

Item No. 18.05:	**Approval of amended MoA and rules of the institute.**

In view of the new status of the institute, the Memorandum of Association (MoA) and the rules of the institute was amended. A copy of the same was placed before the board. Members were requested to comment on that.

Resolution: The board approved the amended MoA and rules of the institute.

Item No. 18.06:	**Proposal for approval of the policy documents of the institute pertaining to the Deemed University status.**

Keeping in view the clauses mentioned in the referred notification of MHRD, the institute had drafted the academic ordinances for its programmes of various levels (Diploma, UG and PG). The draft ordinances were placed before the board for approval.

It was also proposed that, the unspent amount of PDA in a block period of three-years may be carry-forward to the next three-year block period for better utilisation of the academic facility. Members were requested to comment on that.

Resolution: The proposed academic ordinances were approved by the board.

The carry-forward of PDA from a block period of three-years to the next three-year block period was not approved.

Item No. 18.07:	**Proposal for providing non-compounded PhD increments to the teachers completing PhD while in service.**

Representations were received from the faculty members of the institute regarding entitlement of increments to the teachers completing PhD while in service. As per the gazette notification No. 271, dated July 18, 2018, teachers who have completed their PhD degree while in service shall be entitled to three non-compounded increments fixed at increment applicable at entry level only. Members were requested to approve the proposal for implementation of the same in the institute.

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Resolution: The board approved the proposal for providing non-compounded PhD increments to the teachers completing PhD while in service in line with the notification published by MHRD in this connection.

Item No. 18.08: **Recruitment of Institute engineer**

In order to drive the campus development activities of Central Institute of Technology Kokrajhar, particularly in facilitating its functioning under the newly acquired role as a Deemed to be University, the Institute urgently required direct recruitment of an Institute Engineer at a senior level. The need of Institute Engineer had arisen because of the requirement of

i) Continual interaction and pursuance required at higher level in the Government, e.g. with the Chief, the Deputy Chief and concerned Secretaries of the Bodoland Territorial Council (BTC); with the Chief Engineer and the Deputy Chief Engineer of the Public Works Department of BTC; with the Chief General Manager of the Assam Power Distribution Company Limited etc., for matters related to acceleration of progress of work, mitigation of problems arising from local issues, such as encroachment, interference in contracting process, etc;

ii) High level of engineering experience and technological knowledge in project Planning including preparation of master plan; estimating and costing; preparing Detailed Project Reports; contracting including tendering, award or work, monitoring of physical as well as financial progress; project management; inventory control; etc. as are envisaged for implementation of infrastructure projects in the Institute's campus, particularly in the newly acquired land of about 100 acres, that are envisaged to be extensive and of high values;

iii) Creation, guidance, supervision of a team of competent staff at the Engineering Cell and the Estate Office of the Institute that would undertake, process and accomplish the construction of various small and large engineering projects, maintenance of already created assets, etc.

In view of the above, the appointment of a suitably experienced engineering professional was required in the post of Institute Engineer instead of the existing vacant sanctioned post of Executive Engineer. The recruitment rules (RR) for the post had been prepared in line with the IIT, Ropar which was also in its developmental phase and had the post of Institute Engineer. The draft RR for the said post was placed before the board. Members were requested to approve the RR.

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Resolution: The proposal for creation of various teaching and non-teaching posts is under process with MHRD. Institute was suggested to inform MHRD for such requirement afresh in line with the new status of Deemed to be University.

Item No.18.9:	**To consider the Minutes of the 6ˢᵗ Academic Committee meeting held on 25th January, 2019 at the Director's conference room of CIT Kokrajhar.**

The Minutes of the 6th Academic Committee Meeting held on 25th January, 2019 was recommended for approval /ratification.

In view of the above, the below mentioned points were placed for noting.

1. (a) DPR had already been submitted to MHRD towards up gradation of the Institute and

    (b) The proposal for sanctioning faculty and staff member for the existing programmes was under the consideration of MHRD for concurrence.

2. An urgent requirement to start the programmes in the coming 2019-2020 academic session with limited number of students entry and accordingly advertisements were to be floated with the following:

    (a) For providing stipend/ TA/RA-ship to PG students, and institute's fellowship to PhD scholars in the session 2019-2020, an additional amount of fund to be included in the next financial year's budget allocation.

    (b) Approval and sanction of engagement of experts relevant to the subject domain at senior level on specific contract basis as Honorary/ Adjunct/ Distinguished/ deputation/ Invited faculty (including retired persons) to initiate the de-novo courses, till the DPR is approved and become functional. Involvement of 12 such persons would be required for starting six De-novo programmes (2 per programme). An amount of Rs. 540 lakhs (including TA/DA and others for 2 semesters) may be marked as additional requirement to the next year's budget allocation. This arrangement may be approved for the next 5 years that would be helpful for obtaining permanency of deemed to be University status as laid down by MHRD notification.

The Members are requested to approve the same.

Resolution: The Minutes of the 6th Academic Committee Meeting was approved in principle by the members. However the honorarium to be given to the faculty members should be worked out and placed afresh in the budget proposal.

Similarly the proposal of providing stipends to the PG and PhD students needs to be reworked and placed in the budget proposal.

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Item No.18.10: To consider the Minutes of the 17th Finance Committee Meeting held on 11th March, 2019 at New Delhi.

The Minutes of the 17th Finance Committee Meeting held on 11th March, 2019 was recommended for approval /ratification. The Members were requested to approve the same.

Resolution: The members of the BoG were of the view that the minute of the 17th FC meeting held on 11th of March, 2019 may be circulated to all the members of the FC for their comments. The same may be approved if no comments are received from the members.

Item No.18.11: To consider the Minutes of the 23rd Building Works Committee meeting (Extended) held on 19th December, 2018 at the maintenance cell, IIT Guwahati.

The Minutes of the 23rd Building Works Committee Meeting (Extended) held on 04th March, 2019 was placed before the board. The Members were requested to approve the same.

Resolution: It was resolved that the construction activities proposed in the BWC were approved in principle. However representatives of the ministry desired that the institute should submit a comparative statement showing the details of activities undertaken in the first EFC (2006) and subsequently in the SFC (2010) vis-a-vis the fund received and utilised by the institute along with the total area constructed so far as per the approved norms conveyed by MHRD.

Item No.18.12: Reporting on some significant activities of the institute.

1. As per the 7th CPC and relevant all pay revision exercises have been completed.
2. Engaging Prof. Debkumar Chakrabarti as distinguished Professor in the department of Multimedia Communication and Design.

Prof. Debkumar Chakrabarti, Dept. of Design, IIT Guwahati and the officiating Director of the institute has been allowed to guide the UG, PG and PhD students of the institute as a distinguished professor in the department of Multimedia Communication and Design with the approval of the Chairman, BoG. His guidance will enable the students to explore how the art, craft and aesthetics may be facilitated through the communication of the design interventions for all round development of the society. IIT Guwahati consent for PhD guidance has been taken and approval of chairman BoG has been obtained.

Members were requested to approve the same.

Resolution: The reporting items were noted.

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Item No.18.13:   Any other item with the permission of the Chair.

(Chaitali Brahma)
Registrar cum Non-Member Secretary
BoG, CIT Kokrajhar
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Chaitali Brahma
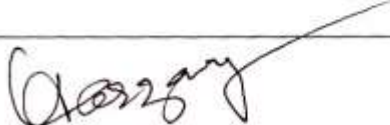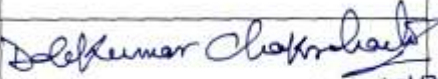Registrar
Central Institute of Technology
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केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार
CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR
(A Centrally Funded Institute under Ministry of HRD, Govt. of India)
BODOLAND TERRITORIAL AREA DISTRICTS :: KOKRAJHAR :: ASSAM :: 783370
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ATTENDED MEMBERS OF THE 18TH MEETING OF THE BOARD OF GOVERNORS (BoG) OF CIT KOKRAJHAR HELD ON 11th March, 2019 (MONDAY) AT 2:00 PM AT THE MHRD, SHASTRI BHAWAN, NEW DELHI

SL No.	Name	Designation	Signature
1.	Dr. Aswini Kumar Baruwa, Chairman of the Board of Governors, CIT, Kokrajhar.	Chairman	
2.	Mr. Madhu Ranjan Kumar Joint Secretary (DL & BP), Dept. of Higher Education, MHRD, Shastri Bhawan, New Delhi-110001.	Member	
3.	Smt. Darshana Momaya Dabral (FA) IFD, MHRD, Govt. of India Shastri Bhawan, New Delhi-110001.	Member	
4.	Mr. Manish Thakur, IAS Commissioner & Secretary to the Govt. of Assam, Dept. of Higher Education, Dispur, Guwahati, Assam—781006.	Member	
5.	Sri Carol Narzary, ACS Secretary, IBA, BTC Kokrajhar, Assam-783370.	Member	
6.	Sri Robinson Muchahary, ACS Secretary, Dept. of Education, BTC Kokrajhar, Assam-783370.	Member	
7.	Prof. Dhruba Jyoti Saikia, Former Vice-Chancellor, Cotton College State University, Guwahati, Assam.	Member	
8.	Prof. Sukumar Nandi, Dept. of Computer Science & Engineering, IIT Guwahati-781039.	Member	
9.	Prof. Upender Pandel, Department of Metallurgical & Material Engineering, Malaviya National Institute of Technology, Jaipur-302017.	Member	
10.	Prof. H.S.Yadav, Director, NERIST, Nirjuli, Arunachal Pradesh-39.	Member	
11.	Prof. Pradeep Gururaj Yammiyavar, Dept. of Design, IIT Guwahati-39	Member	
12.	Prof. Debkumar Chakrabarti Director, CIT Kokrajhar, BTAD, Assam-783370	Member	
13.	Prof. Hemanta Kumar Kalita, Department of Computer Science & Engineering, CIT Kokrajhar, BTAD, Assam -783346	Member	
14.	Ms. Chaitali Brahma, Registrar, CIT, Kokrajhar.	Non-Member Secretary BoG	