

**THE 87th MEETING OF THE
BOARD OF GOVERNORS HELD ON
27.12.2016
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INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
MINUTES OF THE
EIGHTY SEVENTH MEETING OF THE BOARD OF GOVERNORS
HELD ON 27th DECEMBER 2016

The Eighty Seventh Meeting of the Board of Governors of the Institute was held on 27.12.2016 in the Board Room of IIT Delhi and the following members were present:

1	Dr. Rajiv I. Modi	Chairman
2.	Prof. Gautam Biswas	Director / Member
3.	Mr. Pydah Venkatanarayana	Member
4.	Dr. Mamani Baruah	Representative Member (GOA)
5.	Prof. Chitralekha Mahanta	Member
6.	Mr. U. C. Das	Registrar / Secretary

Prof. D. B. Goel, Prof. M. K. Chaudhuri, Prof. Rafikul Alalm, Dr. Chitra Dutta, and Mr. C. Lalhmachuanna could not attend the meeting due to their prior engagements and they were granted leave of absence.

The Chairman welcomed all the members of the Board to the meeting being held at the Board Room of IIT Delhi.

The agenda for the day was taken up as below:

SECTION - A: Confirmation of Minute and Action Taken Report

Item No. 1

Confirmation of the Minutes of the 86th Meeting of the Board of Governors of the Institute held on 25.08.2016:

The Eighty Sixth Meeting of the Board of Governors of the Institute was held on 25.08.2016 at the Conference Room of the Institute Guest House. The Minute of the meeting were circulated amongst the members of the Board for their comments / observations, if any. The Board was informed that no comment was received from any member of the Board.

The Board was requested to consider and confirm the Minutes of the 86th BOG Meeting.

Resolution No: R_87BOG/01/2016

RESOLVED that the Minutes of the 86th Meeting of the Board of Governors of the Institute held on 27.12.2016 be **CONFIRMED** as circulated which is enclosed in **Annexure-1** P (not enclosed as already uploaded).

Item No. 2

Action taken report of the decision of the 86th Meeting of the Board of Governors of the Institute held on 25.08.2016:

Action taken report on the decisions of the 86th Meeting of the Board of Governors of the Institute held on 25.08.2016 was placed before the Board for consideration and the Board was requested to note. It was reported that actions have been taken as per decision

The Board was requested to consider, note and advice, if any.

The Board resolved as below:

Resolution No:R_87BOG/02/2016

RESOLVED that the actions taken on the decisions of the 86th Meeting of the Board of Governors held on 25.08.2016 be **NOTED** as reported.

SECTION- B: Academic related items requiring Board's approval

Item No. 3

Proposal of Establishment of “North East Biotechnology Centre” at IIT Guwahati:

The Board was informed that a meeting between representative from DBT-Govt. of India and IITG officials was held on 1st December, 2016 at the Director’s Chamber of IIT Guwahati to discuss about establishing of “North East Biotechnology Centre” at IIT, Guwahati.

While welcoming the idea of establishment of the centre, Director, IIT Guwahati agreed to provide one complete floor (measuring about 20,000 sq.ft. space) in the under construction Research Building for the Centre. Dr. Madhan Mohan, Advisor, DBT and Dr. Mohd. Aslam, Advisor, DBT visited the construction site and found the same to be an ideal location for the proposed Centre.

During the discussion broad parameters of the centre was proposed to be in the following lines:-

- Proposed Centre will have an autonomy in terms of its administrative and financial matters to be governed by the rules and regulations of IIT, Guwahati.
- Building space (~20,000 sq. ft. area) will be provided by IIT, Guwahati in the new Research Building within the campus where the required lab infrastructure and other facilities will be created in time-bound manner.
- Centre will have strong connectivity with ongoing research and educational activities of various departments of IIT, Guwahati.
- The Centre will also create high-end equipment facilities accessible to all researchers across NE Region.
- Proposed Centre will have strong linkages with leading Academic & Research Institutes in the North East Region (Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura) and also take up state-specific activities as well as promoting innovation and bio-entrepreneurship in NE Region.
- Contract positions (scientific and technical) will be sanctioned for the Centre.

In the meeting it was also proposed to submit a project proposal by IIT Guwahati covering the above aspects so that the sanction of the Centre can be done by February 2017.

The Board was requested to note and approve the proposal of establishment of the “North East Biotechnology Centre” at IIT Guwahati.

The Board resolved as below:

Resolution No:R_87BOG/03/2016

RESOLVED that the proposal of establishment of the “ North East Biotechnology Centre “ at IIT Guwahati be **APPROVED** in the site measuring about 20,000 sq.ft. space in the under construction Research Building IIT Guwahati .

RESOLVED further that a project proposal be prepared by the Institute covering the broad parameters of the centre as mentioned above and be forwarded to DBT for sanctioning of the same.

Item No. 4

Proposal of Industry–Academia interaction by allowing a faculty member to spend a part or full summer in any industry for solving a problem of mutual interest:

In recent years, Industry–Academia interaction has become a subject of great importance since such interaction between Academic Institutions and Research and Development divisions of Industries have been found to be the key to research and innovation. These interactions support improvement and innovation in Industry and help to ensure Industrial relevance in Academic research besides paving the way to create pathways to knowledge and technology transfer from Academia to Industries and vice-versa.

In order to provide research interaction an impetus, concerned people from the two sides need to start spending reasonable time with each other. This is best done by hosting faculty visits to Industry during summer and other such times. Besides that, it is important to involve the visitor in some research or exploratory projects and discussions. These visits, incidentally, can help academics also – besides potentially making the research more useful, appreciation of Industrial problems by Academicians can also help teaching.

With a view to attaining the above objective, it is proposed to formalize a scheme through which a faculty member from IITG will be able to spend a part /full summer in any Industry for solving a problem of mutual interest. During this period of spending a part /full summer in any Industry, the faculty member will get full salary from IITG irrespective of his /her earning in the Industry.

The Board was requested to consider and approve the proposal to formalize a scheme through which a faculty member from IITG will be able to spend a part /full summer in any Industry for solving a problem of mutual interest. The detailed modality for execution of this proposal will be worked out after approval of the Board.

The Board considered and resolved as below:

Resolution No:R_87BOG/04/2016

RESOLVED to **APPROVE** the proposal in principle to formalize a scheme through which a faculty member from IITG will be able to spend a part /full summer in any Industry for solving a problem of mutual interest

RESOLVED further that a detailed modality be worked out for execution of the aforementioned proposal.

SECTION- C: Administrative items requiring Board's approval

Item No. 5

Review of the Special Incentive Scheme to the Faculty and Sr. Management personnel of the Institute:

The Board was informed that in the 33rd Finance Committee meeting of the Institute held on 21.09.2015, an agenda item on "Review of Special Incentive granted to the Faculty and Sr. Management Personnel of the Institute" was discussed and resolved that an Internal Committee be formed to review the incentive schemes of the Institute and report of the Committee be put up in the next Finance Committee Meeting.

The report submitted by the Committee was circulated among the members of the Finance Committee (FC) for its approval as no Finance Committee meeting was scheduled during that period. However out of 6(six) members of the Finance Committee, though 4(four members) agreed to the recommendations of the Internal Committee the members from Ministry of HRD did not concur with the view of the Internal Committee and the same was communicated by the Ministry vide their letter F.No.6-9/2015-T.S.I dated 27.09.2016 which read as follows:

"The recommendation of the Internal Committee on 'Home Town LTC every year' and 'Furniture and Furnishing advance to the newly joined Faculty Members and Gr. A Officers were examined in the Ministry in consultation with IFD, and the same are not agreed to by this Ministry."

In view of the above, it was proposed to withdraw the existing special incentive schemes in respect of "Home Town LTC every year" and "Furniture and Furnishing advance" to the Faculty Members and Sr. Management Personnel of the Institute

The Board was requested to discuss, consider and advice on the matter.

The Board discussed and resolved as below:

Resolution No:R_87BOG/05/2016

RESOLVED that the existing facility of "Furniture and Furnishing advance" under Special Incentive scheme of the Institute to the Faculty Members and Sr. Management Personnel of the Institute be withdrawn with effect from January 2017.

RESOLVED further that the existing facility of “Home Town LTC every year” under Special Incentive scheme of the Institute to the Faculty Members and Sr. Management Personnel of the Institute be withdrawn with effect from January 2018. However the facility of LTC as per provisions of Govt. of India rules including the concessions when posted to N.E. Region will continue to be applicable to the Faculty Members and other Officials, including GOI provisions applicable to those who have joined newly.

Item No. 6

Withdrawal of the provision of automatic financial up-gradation of the Registry and Group-A Officers from Grade Pay of Rs. 6600/- to Grade Pay of Rs. 7600/-:

The Board of Governors of the Institute in its 80th meeting inter alia approved a proposal to reduce the required length of service to 5 years for promotion to Deputy Registrar (PB-3 and GP-₹7600) in respect of Assistant Registrar who are placed in PB-3 with GP-₹6600/-. Subsequently, the Board also approved the same career progression scheme for Group A Engineers of the Institute in its 81st BOG meeting held on 07.06.2015 vides resolution no. R 81BOG/13/2015. Based on this, it was decided that Registry officers and Group A Engineers who have completed 5 years of service in the grade pay of ₹6600/- be automatically upgraded to grade pay of ₹7600/-. Accordingly, two Engineers of the Institute were upgraded to grade pay of ₹7600/- w.e.f 01.10.2014.

However to further clarify on the matter, communications were made with the older IITs and a few Universities. In reply, IIT Delhi, IIT Bombay, IIT Madras and Tezpur University , stated that there is no provision for automatic financial up-gradation to PB-3 (GP-₹7600) for the Registry Officer serving in PB-3 (GP-₹6600/-) after completion of 5 years of service in that Grade Pay. Further IIT Delhi forwarded a clarification letter 14.12.2015 from UGC wherein it is stated that AR cannot be placed automatically in GP -₹7600/- after completion of 5 years of service in GP-₹6600/-.

In view of the above, two Engineers who were upgraded from ₹6600/- to ₹7600/- after completion of 5 years' service in the GP of ₹6600/- was kept in abeyance. Thus, from the information collected from other Institute as described above, it was proposed to withdraw automatic up gradation from GP of ₹ 6600/- to ₹ 7600/- after completion of 5 years' service.

The Board was requested to note and approve withdrawal of automatic up gradation from GP of ₹ 6600/- to ₹ 7600/- after completion of 5 years' service.

The Board discussed and resolved as below:

Resolution No:R_87BOG/06/2016

RESOLVED that the proposal of withdrawal of automatic up gradation from GP of ₹. 6600/- to ₹ 7600/- after completion of 5 years' service in the GP of ₹ 6600/- be **APPROVED**.

RESOLVED further that up-gradation of two Engineers from ₹ 6600/- to ₹ 7600/- after completion of 5 years' service in the GP of ₹ 6600/- which was kept in abeyance be withdrawn.

Item No. 7

Imposition of Perquisite Tax in respect of rent free accommodation provided to IITG employees:

Presently a large number of the employee of IIT Guwahati are provided with residential quarter which are treated at par with the Central Government employees for valuation of accommodation provided to them for calculation of Income Tax (IT).

However as per the Ministry of HRD letter bearing no F.No.3-19/2015-T.S.-I dated 29.11.2016, it was specially mentioned that "the issue of rent free accommodation of the employees of IITs for purpose of calculation of income tax at par with the Central Government employees has not been agreed to." The copy of the aforementioned Ministry's letter is enclosed as **Annexure-2** P(51).

In terms of the above, the Institute will be required to calculate the value of accommodation as per the prevailing Income Tax laws and value so found is to be added to the income of the employees and deduct Income tax on the amount.

In other words, calculation of Income Tax on perquisite for accommodation provided to IIT employees is to be implemented.

However being an Autonomous Institute, the Institute has so far followed the Central Government norms in providing salary and other salary related benefits to its employees unlike many Public Sector Undertakings (PSUs) and based on the orders issued by Hon'ble Income Tax Appellate Tribunal, Guwahati Bench the Institute did not impose the Perquisite Tax on its employees so far.

The Board was requested to consider and advice on the matter.

The Board discussed and resolved as below:

Resolution No:R_87BOG/07/2016

RESOLVED that the matter on Imposition of Perquisite Tax in respect of accommodation provided to IITG employees may be taken up with other IITs for further necessary steps in this regard.

Item No. 8

Proposal of leased accommodation for accommodating about 30 faculty members till the new residential construction is completed in the campus:

The Board was informed that the Selection Committee meeting for faculty recruitment in various Departments are scheduled on different dates during the month from November to January every year. About 10-15 nos. of new faculty members are likely to be inducted this year. Accordingly it was estimated that there will be a requirement of minimum 30 faculty quarters by April 2017. However at present no accommodation is available within the Campus to accommodate these new faculty members.

As such it is proposed to make an alternative arrangement to provide accommodation by taking buildings on lease for around 30 faculty members till new construction is completed in the campus. While taking buildings on lease, it was proposed to follow the prevailing rules of the Government for lease accommodation. Further it was also mentioned before the Board that while arranging leased accommodation, other facilities like transport, internet, security etc. are also to be provided at the leased premises.

The Board was requested to approve the proposal of providing lease accommodation to faculty members along with provisions of other facilities.

The Board considered, discussed and resolved as below:

Resolution No:R_87BOG/08/2016

RESOLVED that the proposal of providing lease accommodation to newly joined Faculty Members along with provisions of other facilities like transport, internet, security etc. be **APPROVED** under the jurisdiction of prevailing government rules for lease accommodation.

Item No 9

Delegation of some powers of the Director to Deputy Director in respect of travel (both official and LTC) by private airlines and in respect of Accepting Officer of the APAR of Group B and Group C employees:

The Board in consideration of the heavy workloads associated with the Director who is the Head of the Institute, the powers of the Director was last delegated to different functionaries of the Institute in its 72nd meeting held on 26.02.2013.vide Resolution No. R 72/05/2013.

Subsequently, on the same ground and in the interest of the Institute, powers of Director was further delegated to different Functionaries from time to time with the approval of the Board.

Now, for the same reasons as stated above, it was proposed to delegate powers of the Director to the Deputy Director of the Institute in respect of travel (both official and LTC) by private airlines and also in respect of Accepting Officer of the Annual Performance Appraisal Report (APAR) of Group B and Group C employees.

The Board was requested to approve the proposal of delegation of power from the Director to Deputy Director in respect of travel (both official and LTC) by private airlines and also in respect of Accepting Officer of the APAR of Group B and Group C employees.

The Board considered and resolved as below:

Resolution No:R_87BOG/09/2016

RESOLVED that the proposal to delegate powers of the Director to the Deputy Director of the Institute in respect of travel (both official and LTC) by private airlines and also in respect of Accepting Officer of the Annual Performance Appraisal Report (APAR) of Group B and Group C employees be **APPROVED**.

Item No. 10

Proposal of grant of Annual and Post Graduate Allowance to Medical Officers of the Institute:

As per Govt. of India rule, the Central Health Services (CHS) officers are in receipt of the Annual and Post Graduate allowance in addition to other applicable allowances as per provision as explained below:

Post Graduate Allowance: *A medical Graduate appointed to the post of Medical Officer or Senior Medical Officer including Chief Medical officer (Non-Functional Selection Grade) for which possession of a recognised Post Graduate qualification is not essential, are given over and above the pay admissible in the relevant scale, a Post-Graduate allowance of Rs.600/- per month or Rs.1000/- per month, as the case may be, for possessing recognized Post-Graduate Diploma(s) or Post Graduate Degree respectively.*

Annual Allowance: *With a view to encourage academic and research pursuits, CHS officers are granted Annual Allowance at the following rates: (i) For Teaching, Non-Teaching, Public Health and (General Duty Medical Officers (GDMOs) having recognised PG qualification Rs.1000/- p.m. (ii) For GDMOs without PG qualification Rs.600/- p.m.*

Both the above rate is applicable w.e.f. 01.09.2008 consequent upon implementation of 6th CPC recommendation and subject to increase by 25% whenever the rate of dearness allowance goes up by 50%.

IIT Guwahati has at present has three regular Medical Officers (MOs) in its roll and all the three doctors have Post Graduation degree. Now, all the Medical Officers of the Institute have requested that they be granted Annual and Post Graduate allowance.

However Board in its 35th meeting held 22.10.2003 vide its resolution No. R 35/9/2003 resolved that “the payment of Post Graduate Allowance to Medical Officers of the Institute be not approved”.

In this connection, communications were made with the older IITs and information received from the following four older IITs is as follows.

Name of the IIT	Payment of Annual allowance	Payment of Post Graduate allowance
IIT Delhi	Yes	Yes
IIT Madras	Yes, w.e.f. 14.07.2016	No
IIT Roorkee	Yes	Yes
IIT Kanpur	Yes	No

The Board was requested to consider and decide on the matter. A copy of the Office Memorandum F.No.A.45012/5/2008-CHS.V dated 16.04.2009 as at **Annexure-3** P(52-53) was issued by the Ministry of Health and Family Welfare, Government of India was made available to the Board.

The Board discussed and resolved as below:

Resolution No:R_87BOG/10/2016

RESOLVED that Annual Allowance under Indian Medical Council Act,1956 be paid to-

- (i) General Duty Medical Officers (GDMOs) having recognised PG qualification @ ₹1000/- p.m.
- (ii) GDMOs without PG qualification @ ₹600/- p.m.

RESOLVED further that the payment of Annual Allowance as per the above mentioned rates are applicable w.e.f the date of notification of the order to be issued in this regard in the Institute. Further the Annual Allowance will be subject to increase by 25% whenever the rate of dearness allowances goes up by 50% as per 6th CPC recommendation.

Item No. 11

Recommendation of the Students Disciplinary Committee (SDC) on appeal of Mr. Akash Tayede for his reinstatement against termination order of SDC:

In a meeting of the Students' Disciplinary Committee (SDC) held on 01.04.2016, Mr. Akash Tayede, a B Tech Student from the Department of Physics has been terminated from the Institute based on several complaints of indiscipline reported against him including charges of theft.

The Student left the Institute following the above mentioned termination order of the SDC. But he appealed to the Chairman, BOG for reinstatement against the termination order and requested to consider and give him one more (last) chance and allow him to re-join the program in January 2017 Semester.

The Chairman BOG advised the SDC to meet and consider the appeal of Mr. Tayade.

But earlier, due to very poor Semester Performance Indices (SPIs) and for poor Cumulative Performance Indices (CPIs) over three years i.e. from Jan-May 2014, July –Nov 2014 and Jan-May 2015 Semesters he was assigned under a special mentor (Prof. C.Y. Kadolkar, Physics) and Special Counsellor (Mrs. P.B.Chowdhury , Students' Councillor). But Mr. Akash did not follow the advice of his Special Mentor and not respond to calls of Special Counsellor. According to provide him a last chance to show improvement in his personal as well as academic performance and continue in the B Tech programme of the IIT Guwahati, an undertaken duly signed by Mr Akash and his father Mr. Gajanan Pisaram Tayade was taken by the Academic Affairs Section. Copy of the undertaking is given as **Annexure-4** P(54-55).

“ In the undertaking, it was clearly mentioned that if he would fail to comply with any of the conditions mentioned in the undertaking, he would be terminated from the B Tech program of IIT Guwahati and that he would not appeal against such termination at any point of time in future, this being his last opportunity ”.

So as per advice of the Chairman BOG, the case of Mr. Tayede was once again placed before the SDC in its meeting held on 07.11.2016.They recommended along the following lines.

“After detailed discussion, the SDC took into account that while submitting undertaking, the student has accepted the consideration as “one last and final chance’ and also undertook that he would never appeal again, in case he fails to comply with the undertaking [as per clause (f), page No.3 of his undertaking submitted on 17.08.2015]. Hence, the SDC resolved not to change the previous

recommendation for termination of Mr. Akash Tayade from the B. Tech program. If felt necessary, the BOG of the Institute may further take up the matter in its meeting”.

The Board was requested to consider and decide.

The Board discussed and resolved as below:

Resolution No:R_87BOG/11/2016

RESOLVED that the decision of the Students’ Disciplinary Committee (SDC) taken in its meeting held on 01.04.2016 on termination of Mr Akash Tayede from B.Tech programme and resolution of SDC meeting held on 7.11.2016 not to change the previous recommendation of termination of Mr. Akash Tayede from B.Tech programme as given in **Annexure – 5** P(56-58), be **APPROVED**.

Item No. 12

Proposal of Revision in the policies of Students’ Travel Assistance Fund (STAF) and Students’ Brotherhood Fund (SBF):

The Board in its 81st Meeting held on 03.03.2015 approved the norms for allocation of Students’ Welfare Fund (SWF) through which students can apply for financial assistance under the following heads:

- Student Travel Assistance Fund (STAF)
- Student Contingency Fund (SCF)
- Student Childcare Assistance Fund (SCAF)

Further to the above, the 81st Board in the same meeting also approved the proposal of formation of another fund under the title “Students’ Brotherhood Fund (SBF)” with the following main objectives:

- (i) To promote the feeling of oneness in the student fraternity of IIT Guwahati.
- (ii) To provide funds as “Loans of Honour” (interest free but to be refunded) to the deserving student applicants to meet their own educational/medical expenses

In the 18th Meeting of the Students’ Affairs Council (SAC) held on 25.10.2016, it was proposed to revise some of the policies of Students’ Travel Assistance Fund (STAF) and Students’ Brotherhood Fund (SBF) subject to the approval of BOG of the Institute. The details of the proposal is placed at **Annexure-6** P(59-60)

The SAC further proposed that approval be taken from BOG that for any future small changes in the norms related to these fund, Director of the Institute be authorised to approve without taking it up each time with BOG unless warranted.

The Board was requested to approve the proposed revised Criteria for Students' Travel Assistance Fund (STAF) and Students' Brotherhood Fund (SBF) and to authorise the Director of the Institute to approve small changes in the norms related to Students' Welfare Fund (SWF) and Students' Brotherhood Fund (SBF) in future.

The Board considered and resolved as below:

Resolution No:R_87BOG/12/2016

RESOLVED that proposed revised criteria for Students' Travel Assistance Fund (STAF) and Students' Brotherhood Fund (SBF) as given at **Annexure-6P**(59-60) be **APPROVED**

RESOLVED further that the Director of the Institute to be authorised to approve any small changes in future in the norms related to these fund without taking it up each time with BOG unless warranted for.

Item No.13

Consideration of academic staff holding additional posts of Deans/ Associate Deans/ Professor-in-charge etc as "On Duty" with Station Leave permission for attending meeting etc. connected with their additional responsibilities:

As per the Institute Leave Rules, the maximum number of Special Casual Leave for academic staff is up to 30 days per year. However, academic staff holding additional posts of Deans/ Associate Deans/ Professor-in-charge often needs to visit more than 30 days per year for various places within India and abroad for attending meeting etc. connected with their additional responsibilities. It is observed that in such cases, the stipulated 30 days of Special Casual Leave per calendar year is not sufficient.

Hence, it is proposed to introduce "On Duty Leave for those Faculty Member attending meeting etc connected with their additional responsibilities.

The Board was requested to consider and approve.

The Board discussed and resolved as below:

Resolution No:R_87BOG/13/2016

RESOLVED to **APPROVE** that academic staff holding additional posts of Deans/ Associate Deans/ Professor-in-charge etc who needs to visit various places within India and abroad for attending meeting etc. connected with their additional responsibilities will be treated as "On Duty" with grant of Station Leave permission for those days.

Item No. 14

Proposal of extension of period of service of Mr. Abhishek Singh and Dr. Pratul Chandra Kalita from the period of their expiry of term as Visiting Assistant Professor to the their joining as Assistant Professor in the Institute.

Mr. Abhishek Singh and Dr. Pratul Chandra Kalita joined IIT Guwahati as Assistant Professor on 14.12.2016 & 19.12.2016, respectively. Prior to joining IIT Guwahati as Assistant Professor, Mr. Singh and Mr Kalita were working in IIT Guwahati as Visiting Assistant Professor in the Department of Design, till expiry of their term i.e.14.11.2016 and 11.12.2016 respectively.

Now as they were continuing their academic responsibilities till the date of joining as Assistant Professor at IIT Guwahati, the Board was requested to consider extension of the terms and condition of their initial offer letter as Visiting Assistant Professor from the period of expiry of their term as Visiting Assistant Professor to their joining as Assistant Professor at the Institute.

The Board considered and resolved as below:

Resolution No:R_87BOG/14/2016

RESOLVED that the period of service of Mr. Abhishek Singh and Dr. Pratul Chandra Kalita as Visiting Assistant Professor be extended from 14.11.2016 and 11.12.2016 respectively till their joining the Institute as Assistant Professor in the Department of Design.

Item No. 15

Extension of Long Leave without pay in respect of Ms. Shareka Iqbal, Assistant Professor in the Department of Design:

Ms. Shareka Iqbal, Assistant Professor in the Department of Design has been granted Long Leave without pay for a period of three years w.e.f. 01.08.2012 to 31.07.2015 for pursuing Ph.D. programme at the School of Architecture, Design and Planning, the University of Kansas, Lawrence.

Ms. Shareka Iqbal has requested to extend the Long Leave for another 2 years. As recommended by DFAC, Department of Design, Ms. Iqbal was allowed 1 (one) year extension of Long Leave without pay w.e.f. 01.08.2015 to 31.07.2016 under same terms and conditions as approved in 81st BOG meeting held on 07.06.2015. But, Ms Iqbal re-joined the institute on 31.07.2015 due to illness of her mother.

Now, Ms Iqbal has requested to reconsider revoking the earlier extension of long leave without pay to complete her Ph.D at School of Architecture, Design and Planning, the University of Kansas, Lawrence w.e.f. 01.01.2017 to 31.12.2017.

The Board was requested to consider and approve extension of Long Leave without pay in respect of Ms. Shareka Iqbal for the period 01.01.2017 to 31.12.2017.

The Board discussed and resolved as below:

Resolution No:R_87BOG/15/2016

RESOLVED that Ms. Shareka Iqbal, Assistant Professor, Department of Design be granted extension of long leave without pay for a period of 1(one) year from 01.01.2017 to 31.12.2017 by revoking the earlier extension of Long leave without pay w. e.f. 01.08.2015 to 31.07.2016.

Item No. 16

Extension of the term of Prof. D.V. Ahluwalia as Visiting Professor in the Department of Physics:

Dr. D.V. Ahluwalia was appointed as Visiting Professor in the Department of Physics for a period of one year and accordingly he joined the Institute on 22.08.2016.

The Head of the department of Physics has requested vide his letter dated 16.12.2016, extension of the term of Prof. Ahluwalia for another period of one(1) year under same terms

and condition of initial appointment. This DFAC members of the Department has also supported the proposal.

In view of the above the Board is requested to consider extension of the term of Prof. Ahluwalia for another period of one (1) year under same terms and condition of initial appointment w.e.f 22.08.2017.

The Board discussed and resolved as below:

Resolution No:R_87BOG/16/2016

RESOLVED that **term of Prof. D.V. Ahluwalia as Visiting Professor in the Department of Physics** be extended by another period of one(1) year under same terms and condition of initial appointment.w.e.f.22.08.2017.

SECTION- D : Items on works for Administrative approval of the Board

Item No. 17

Accord of administrative approval of the estimate for site development works for construction of D and B & C type Quarters:

The B&WC in its 80th meeting held on 23rd Sept 2016 considered and approved the estimate for the following-

- (i) Group-A: Area development for the construction of 80 nos. of D-type Quarters**
- (ii) Group-B: Area development for the construction of 40 nos. of B-type &50 nos of C-type Quarters**

The estimate was prepared on the basis of recently approved analysed rate and the total estimate of works for the above two groups was Rs. 474.73 Lacs .The Committee approved the estimate and considering 10% increase in estimated amount for future escalation, recommended Rs.522.21 lacs for Administrative Approval.

The Board was requested to consider and accord administrative approval for **₹522.21 lacs** for area development for the construction of D and B&C type Quarters.

The Board considered and resolved as below:

Resolution No:R_87BOG/17/2016

RESOLVED to accord administrative approval for ₹522.21 lacs for area development for the construction of D and B & C type Quarters.

Item No.18

Accord of administrative approval of the estimate for Construction of R.C.C drain along the boundary wall from Lathia Gate to Ghorajan nallah near Faculty gate at IITG Campus:

The low lying area in front of Kendriya Vidyalaya building within the IITG campus are accumulated with water from the KV Parking and from neighbouring areas in the vicinity of the campus. As there is no drainage system in this area water remains stagnant.

In this regard a petition was received from the villagers of Lathia Bagicha and Muriapatti with a request for construction of drain along the boundary wall to drain out the water from the area as the stagnant water entered their household. To prevent from further worsening of the situation a temporary earthen drain from Lathia gate to Ghorajan nallah near Faculty gate was cut to drain out the water.

So a proposal for construction of a R.C.C drain of total length of 830.00 mtrs and R.C.C box culvert for an estimate amounting to ₹96,67,331.00 including tendering was approved by the B&WC in its 80th meeting held on 23.09.2016.

The Buildings & Works Committee recommended an amount of ₹125.67 lacs for administrative approval considering 30% increase (20% increase over DSR 2014 to match the present market rate and +10% increase for future escalation) over estimated amount.

The Board was requested to accord administrative approval of ₹125.67 lacs for the construction of the R.C.C drain along the boundary wall from Lathia Gate to Ghorajan nallah near Faculty gate at IITG Campus.

The Board discussed and resolved as below:

Resolution No:R_87BOG/18/2016

RESOLVED to accord administrative approval of ₹125.67 lacs for the construction of the R.C.C drain along the boundary wall from Lathia Gate to Ghorajan nallah near Faculty gate at IITG Campus.

Item No.19

Accord of administrative approval of the estimate for Up-gradation of E-Classroom at Centre for Education Technology, IITG:

The B&WC in its 80th meeting held on 23.09.2016 approved an estimate amounting to ₹98,33,834. 00 for the renovation work for up gradation of the existing E-Learning room to include global learning through the E-Classroom of CET, and recommended an amount of Rs.127.84 lakhs for Administrative Approval considering 30% increase (20% increase over DSR 2014 to match the present market rate and +10% increase for future escalation) over estimated amount.

The Board was requested to accord administrative approval of ₹127.84 lakhs for up-gradation of E-Classroom at Centre for Education Technology, IITG.

The Board discussed and resolved as below:

Resolution No:R_87BOG/19/2016

RESOLVED to accord administrative approval of ₹127.84 lakhs for up-gradation of E-Classroom at Centre for Education Technology, IITG.

Item No. 20

Accord of administrative approval of the estimate for outsourcing of Horticulture development and maintenance services for Group-A and E:

Horticulture maintenance and development services of IITG campus were outsourced through three groups viz. Groups –A, B,C& D which includes maintenance & cleaning of roads, roadside lawns and drains at IITG campus existing lawns, cutting of grass & jungles in and around staff quarters and other institutes buildings, maintenance of flower beds, comprising of season flower and permanent flower, permanent tree and flower etc. After expiry of contract period, tendering of Group A, B, C, and D was done as per approval of 79th B&WC held on 21.03.2016 and allotment of work for Group B, C, and D were made as per approval of 80th B&WC held on 23.09.2016 for an administrative approval of ₹1,56,76,525.00 by 85th BOG held on 21.06.2016. Due to too low rate quoted by the lowest bidder in Group A, the tender evaluation committee recommended for retendering of this group and was approved in 80th B&WC. with an additional approval to do maintenance of new more areas through a new Group E to be entrusted with the job of 1) Security roads, 2) Parking area near swimming pool, academic complex, new community hall and new SAC building. 3) Gardens of medicinal plant, fruit, spice and misc flower. Summary of total works under each Group A & E are as follows:

Present area allotted to contract		Proposed area to be allotted in new contract
Group-A	All road side lawn/green areas, plants, drains, central verges and all electrical substations	All roads and drains excluding roads in Group E, roadside lawn/green areas, central verges and Sides of Water bodies (5 nos)
Group-E	New Group	All roads and drains along Boundary wall, towards view point and around Technology Complex, All Parking area in Swimming pool, Academic complex, Admin Building, Lecture hall, Sac Building and Community hall, All electrical substation (8 nos) and AC plant(2 nos) Fruits, Spice, Medicine and misc Garden.

Accordingly an estimate amounting to ₹82,81,682.00 for AMC works of “Outsourcing Horticulture development and maintenance services for Group-A & E at IITG Campus prepared, including process of tendering which was approved by the B&WC in its 80th meeting held on 23.09.2016

In the 85th BOG held on 21.06.2016, administrative approval was accorded for an amount of ₹ 1,56,76,525.00, considering 10% increase on original estimate of ₹ 1,42,51,723.00. for Group A, B, C, & D. Now adding new Group-E the total estimated cost and additional administrative approval required is as stated below:

	Estimated Amount (₹.)	Proposed Allotment Amount (₹)	New Estimated Cost (₹)
Group-A	45,89,914.00	Retendered	44,35,831.00
Group-B	31,72,575.00	29,50,483.00	29,50,483.00
Group-C	32,95,631.00	30,64,928.00	30,64,928.00
Group-D	31,93,603.00	29,70,045.00	29,70,045.00
Group-E			38,45,851.00
Total	1,42,51,723.00		1,72,67,138.00
Add 10% for future labour escalation			17,26,713.80
Grand Total			1,89,93,852.00
Administrative approval already taken			1,56,76,525.00
Additional administrative approval required			33,17,327.00

The Board was requested to accord Additional Administrative approval of ₹33,17,327.00 for AMC works of “Outsourcing Horticulture development and maintenance services for Group-

A,B,C,D and E at IITG Campus” which will bring the Total Administrative Approval to ₹1,89,93,852.00.

The Board discussed and resolved as below:

Resolution No:R_87BOG/20/2016

RESOLVED to accord additional administrative approval of ₹33,17,327.00 for AMC works of “Outsourcing Horticulture development and maintenance services for Group-A,B,C,D and E at IITG Campus” which will bring the total administrative approval to ₹1,89,93,852.00 as per the details given in the table mentioned above.

SECTION- E : Items for Discussion

Item No.21

Roles of Departmental Faculty Advisory Committee (DFAC) and Institute Faculty Advisory Committee (IFAC) in short-listing candidates for faculty positions:

The 76th BOG Meeting held on 25 .02. 2014 on formation of Departmental Faculty Advisory Committee (DFAC) and Institute Faculty Advisory Committee (IFAC) vide Resolution No. R 76/15/2014 resolved as below:

"The terms of reference of this Committee (DFAC) shall be as follows:

- i. *Assess the needs of the department from the point of view of teaching, research programmes, areas of growth and new areas of development.*
- ii. *Recommend the areas of specialization to be advertised at any given time based on (i) above.*
- iii. *Scrutinize and short list the eligible candidates for consideration of the selection committee.*
- iv. *In the case of fresh applicants, DFAC will collect the opinion of the faculty members in the areas of interest.*

The recommendations of the DFAC will be transmitted to the Institute Faculty Advisory Committee (IFAC) which will consist of:

- | | |
|-----------------------------------|---------------------|
| 1. Director | Chairman |
| 2. Dean of Faculty Affairs | Member and Convener |
| 3. Dean of Research & Development | Member |
| 4. Concerned Head of Department | Special Invitee |

IFAC will consider the recommendations of DFAC from the point of view of the institutional and interdepartmental needs and will act as the normalising body of the

Institute. The terms of reference of IFAC will include-

- a) Consideration of the release of the advertisement*
- b) Areas of specialisation to be advertised*
- c) The number of positions to be filled, vis-a-vis the Institutional priorities."*

The description available about the roles of DFAC and IFAC regarding short-listing of candidates for faculty positions is not conclusive. The following may be discussed and resolved:

The role of DFAC in short-listing of candidates, internal and external.

The role of IFAC in short-listing of candidates, internal and external.

However, there may be contradiction between the views of DFAC and IFAC. In such an event of contradiction of views on any candidate, the Board was requested to decide final course of action in terms of allowing such candidate to appear for the Interview

The Board discussed and resolved as below:

Resolution No:R_87BOG/21/2016

RESOLVED that the terms and condition of the DFAC and IFAC as outlined in the 76th BOG Meeting vide Resolution No R76/15/2014, be remain the same.

RESOLVED further that if any discrepancy or discontentment or any contradiction between the views of DFAC and IFAC arise, then the same be sorted out at the level of Director.

SECTION- F : Items for ratification by the Board

Item No. 22

Approval of forwarding of the Annual Report of IIT Guwahati for the year 2015-16 to the Ministry of HRD for placing before the Parliament (Item by Circulation):

The Board in its 86th meeting held on 25.08.2016 vide Resolution No: R_86BOG/04/2016 resolved as below:

“RESOLVED that the Annual Report for the year 2015-16 be provisionally APPROVED.

RESOLVED further that the Chairman, BOG be authorised to approve forwarding the Annual Report for the year 2015-16 to Ministry of HRD, Govt. of India for tabling before the Parliament. ”

Accordingly, the Annual Report for the year 2015-2016 was placed before the Chairman, BOG and the Chairman BOG approved forwarding of the same to the Ministry of HRD, GOI for tabling before the Parliament. In terms of the above the Annual Report for the year 2015-16 was forwarded to the Ministry of HRD.

The Board was requested to ratify the above approval of the Chairman BOG.

The Board considered the same and resolved as below:

Resolution No:R_87BOG/22/2016

RESOLVED to ratify the approval of the Chairman BOG in forwarding the Annual Report for the year 2015-16 to the Ministry of HRD, GOI for tabling before the Parliament.

Item No. 23

Approval of forwarding of the Audited Annual Accounts of IIT Guwahati for the year 2015-16 to the Ministry of HRD for placing before the Parliament (Item by Circulation):

The Board in its 86th meeting held on 25.08.2016 vide Resolution No: R_86BOG/05/2016 resolved as below:

*“**RESOLVED** further that the Chairman, BOG be authorised to approve the forwarding of the Audited Annual Accounts with the Separate Audit Report (SAR) for the year 2015-16 to Ministry of HRD, Govt. of India for tabling before the Parliament.*

*The Board further, **ADVISED** that necessary steps be taken to appoint an external Auditor for carrying out periodical examination of books of accounts including transaction audit within the budgetary provision of the Institute.”*

Accordingly, the Audited Annual Accounts of the Institute with Separate Audit Report (SRC) for the year 2015-2016 was placed before the Chairman, BOG and the Chairman BOG approved forwarding of the same to the Ministry of HRD, GOI for tabling before the Parliament. In terms of the above the Audited Annual Accounts of the Institute with Separate Audit Report (SRC) for the year 2015-2016 was forwarded to the Ministry of HRD.

The Board was requested to ratify the above approval of the Chairman BOG.

The Board considered the same and resolved as below:

Resolution No:R_87BOG/23/2016

RESOLVED to ratify the approval of the Chairman BOG in forwarding the Audited Annual Accounts with the Separate Audit Report (SRC) for the the year 2015-16 of the Institute to the Ministry of HRD, GOI for tabling before the Parliament .

Item No. 24

Sanction of 3 post of Medical Officers in the Institute (Item by Circulation):

IIT Guwahati hospital has three (3) Doctors as permanent employee of the Institute and rest of the Doctors are appointed on an ad-hoc basis. Though the Doctors appointed on ad-hoc basis are providing service to the Institute as required, but it was felt that the Institute will have more flexibility if more Doctors are appointed on permanent basis. Further these three doctors were appointed at the initial period of establishment of IIT Guwahati. With the passage of time the number of beneficiary increased many fold but no new Doctors on regular basis were appointed. To cater the medical requirement it was proposed that 3 new posts for the Doctors as Medical Officers be created & recruitment process be initiated by adjusting it within the 608 as approved in the 85th BOG meeting held on 21.06.2016. .

The Board was requested to consider and approve the above proposal of sanction of 3 (three) Medical Officers in the Institute by Circulation as the matter was viewed to be essential and urgent.

Consequently, the matter was approved by Circulation and place before the Board for ratification.

The Board considered the same and resolved as below:

Resolution No:R_87BOG/24/2016

RESOLVED to ratify the approval by circulation on the proposal of sanction of three (3) Medical Officers in the Institute by adjusting within the number of sanctioned post of 608 as approved in the 85th meeting of BOG held on 21.06.2016.

Item No. 25

Ratification of the approvals accorded by the Chairman, BOG:

Following items approved by the Chairman was put up before the Board for ratification:

- (A) Extension of term of service of Prof. Anil Mahanta as Visiting Professor
- (B) Extension of period of stay of Prof. D.N. Buragohain as Honorary Professor Emeritus

- (C) Appointment of Dr. Samudravijaya K as Visiting Faculty in the Centre for Linguistics Science and Technology (CLST)
- (D) Approval to the recommendation of the Selection Committee for Faculty Position in the Centre for Rural Technology
- (E) Approval to the recommendation of the Selection Committee for faculty Position in the Department of Bioscience and Bioengineering
- (F) Approval to the recommendation of the Selection Committee for Faculty Position in the Department of Design
- (G) Approval to the recommendation of the Selection Committee for Faculty Position in the Department of Chemical Engineering
- (H) Approval to the recommendation of the Selection Committee for Faculty Position in the Department of Civil Engineering
- (I) Approval to the recommendation of the BOG –Sub Committee constituted to examine the charges of misconduct of Dr. Rajesh Kr. Srivastava, Assistant Professor, Department of Mathematics (under suspension) recommending his reinstatement after awarding penalties

The Board considered and ratified the approvals as below:

Resolution No:R_87BOG/25/2016

RESOLVED that the approvals accorded by the Chairman, BOG be **RATIFIED** as below:

- (A) **Extension of term of service of Prof. Anil Mahanta as Visiting Professor** for another period 1 (one) year w.e.f. 21.09.2016 to 20.09.2017 as per recommendation of the DFAC of Department of Electronics and Electrical Engineering.
- (B) **Extension of period of stay of Prof. D.N. Buragohain as Honorary Professor Emeritus** for another period of one (1) year w.e.f. 01.12.2016 to 30.11.2017 as per recommendation of the DFAC, Department of Civil Engineering.
- (C) **Dr. Samudravijaya K has been appointed as Visiting Faculty in the Centre for Linguistics Science and Technology (CLST)** on Contract basis for a term of three years starting from October, 2016 under the following terms and conditions:

NOT FOR PUBLIC DOMAIN

However appointment of Dr. Samudrabijaya K as Visiting Faculty in Centre for Linguistics Science and Technology (CLST) is subject to review every year.

- (D) **Approval to the recommendation of the Selection Committee for Faculty Position in the Centre for Rural Technology as under:**

Sl. No.	Name	Recommend ed for	Initial Pay	Remarks
1.	Dr. Sudip Mitra	Associate professor	As per rules	As per rules
2.	Dr. Siddhartha Singha	Assistant Professor	As per rules	As per rules
3.	Dr. Meena Khwairakpam	Assistant professor	As per rules	As per rules

- (E) **Approval to the recommendation of the Selection Committee for faculty Position in the Department of Bioscience and Bioengineering as under:**

Sl. No.	Name	Recomm ended for	Initial Pay	Remarks
1.	Dr. Gurvinder Kaur Saini	Professor	As per rules	As per rules
2.	Dr. B. Anand	Associate Professor	As per rules	As per rules
3.	Dr. Manish Kumar	Associate Professor	As per rules	Date of joining on or after 27.01.2017
4.	Dr. Nitin Chaudhary	Associate Professor	As per rules	As per rules
5.	Dr. Sachin Kumar	Associate Professor	As per rules	Date of joining on or after 12.12.2016
6.	Dr. Senthil Kumar Sivaprakasan	Associate Professor	As per rules	As per rules
7.	Dr. Shankar Prasad Kanaujia	Associate Professor	As per rules	As per rules
8.	Dr. Souptick Chanda	Assistant Professor	As per rules	As per rules
9.	Dr. Selvaraju Narayanasami	Assistant Professor	As per rules	As per rules

10.	Dr. Cota Navin Gupta	Assistant Professor	As per rules	As per rules
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(F) Approval to the recommendation of the Selection Committee for Faculty Position in the Department of Design as under

Sl. No.	Name	Recommended for	Initial Pay	Remarks
1.	Dr. Sougata Karmakar	Associate Professor	As per rules	As per rules
2.	Dr. Udaya Kumar Dharmalingam	Associate Professor	As per rules	As per rules
3.	Dr. Keyur Sarathia	Associate Professor	As per rules	As per rules
4.	Dr. Pratul Ch. Kalita	Assistant Professor	As per rules	As per rules
5.	Dr. Abhishek Singh	Assistant professor	As per rules	As per rules
6.	Dr. Debayan Dhar	Assistant Professor	As per rules	As per rules

(G) Approval to the recommendation of the Selection Committee for Faculty Position in the Department of Chemical Engineering as under

Sl .No.	Name	Recommended for	Initial Pay	Remarks
1.	Dr. Subrata Kumar Majumdar	Professor	As per rules	-
2.	Dr. Tamal Banerjee	Professor	As per rules	Date of joining to the post should be on or after January 5,2017
3.	Dr. Rajesh Kumar Upadhyay	Associate Professor	As per rules	-
4.	Dr. Senthilmurugan Subbiah	Associate Professor	As per rules	-
5.	Dr. Prakash Rasiklal Kotecha	Associate Professor	As per rules	-
6.	Dr. Amit Kumar	Associate Professor	As per rules	-
7.	Dr. Hariprasad K	Assistant Professor	As per rules	NOT FOR PUBLIC DOMAIN

(H) Approval to the recommendation of the Selection Committee for Faculty Position in the Department of Civil Engineering as under:

Sl .No.	Name	Recommended for	Initial Pay	Remarks
1.	Dr. Sreedeeep Sekharan	Professor	As per rules	As per rules
2.	Dr. K. Darunkumar Singh	Professor	As per rules	As per rules
3.	Dr. T. Lyngdoh Ryntathiang	Professor	As per rules	As per rules
4.	Dr. Anil Kumar Mishra	Associate Professor	As per rules	As per rules
5.	Dr. T.V. Bharat	Associate Professor	As per rules	As per rules

(I) Approval to the recommendation of the BOG –Sub Committee constituted to examine the charges of misconduct of Dr. Rajesh Kr. Srivastava, Assistant Professor, Department of Mathematics(under suspension) recommending his reinstatement after awarding following penalties and accordingly, step were taken in the Institute for re-instatement of Dr. Srivastava:

1. Promotion of Dr. Srivastava is withheld for a period of three years under penalties (i) to (iii) of Clause 15(9) of the Statute. This would mean that Dr. Srivastava shall not be considered for selection to any higher post of the Institute for a period of three years with effect from the date of issue of this Office Order.
2. Until further order by the Director of the Institute, Dr. Srivastava will not be allowed to communicate by emails to the aliases, such as, fac, stud, staff, maths (and departmental aliases) and officers. However, he will be able to receive communication addressed to some of the aliases, such as, fac and maths.
3. Dr. Srivastava is cautioned that in the event of any misconduct on his part in future, a severe action will be taken against him, which may even include dismissal from the service of the Institute.

However a letter as submitted by Dr. Rajesh Srivastava addressed to the Chairman, BOG through the Director of the Institute, requesting the Chairman, BOG to basically

reduce the volume and magnitude of punishment awarded to him was placed before the Board for consideration. The Board decided not to entertain the same now.

SECTION- G : Items for reporting to the Board

Item No. 26

Items approved by the Director:

Following items approved by the Director are being reported to the Board:

- a. Attendance of Conference / Seminar etc. abroad
- b. Appointments and Extension of Chairman, Cultural Board/ Preparatory Co-ordinator / Chief Vigilance Officer, IIT Guwahati / Professor-In Charge etc
- c. Confirmation of Faculty Members
- d. Confirmation of Non-faculty Members
- e. Extension of probation period of Mr. Tarani Kakati for a period of six (06) month from 15.09.2016 to 14.03.2017
- f. Extension of deputation period of Dr. B. Saibaba for a further of 01 year w.e.f. 01.11.2016 (F.N) to 31.10.2017 (A.N).
- g. Lien in respect of Dr. Swati Bhattacharya, Assistant Professor, Department of Physics
- h. Grant of Long Leave to Dr. Sasidhar Gumma, Professor, Department of Chemical Engineering without pay to join Cleveland State University as Assistant Professor
- i. Grant of Short Leave with pay to Dr. Mohammad Qureshi, Associate Professor, Department of Chemistry to visit the University of California under Fulbright – Nehru Academic and Professional Excellence Fellowship
- j. Re-designation of Mr. Prakash Hazarika, Deputy Registrar, Finance & Accounts of the Institute as Joint Registrar w.e.f. 08.08.2016
- k. Change in date of holidays in respect of Bakrid and Prophet Mohammad's Birthday in the Institute
- l. Approval to the newly empanelled hospital and laboratory in addition to the existing list and removal of M/s Pulse Diagnostics, Bhangagarh, Ghy-5 from the existing list
- m. Approval to the extension of term of appointment for Visiting Artist in Residence in the Centre for Creativity
- n. Review of the prevailing engagement period of project staff
- o. Recommendations of the Committee to formulate guidelines for Ramanujan Fellows working in the Institute
- p. Recommendations of the committee on HRA issues of project staff availing hostel accommodation

- q. Provision of Part-Time Employment for regular UG / PG / PhD of Students of the Institute in Consultancy / Research & Other Projects in the Institute

Resolution No:R_87BOG/26/2016

RESOLVED that the following items approved by the Director be **NOTED** as below:

- a. **Attendance of Conference / Seminar etc. abroad**
- b. **Appointments and Extension of Chairman, Cultural Board/ Preparatory Co-ordinator/ Chief Vigilance Officer, IIT Guwahati / Professor-In Charge etc. as below:**

Sl. No	Name	Position	Period of appointment/Extension
1.	Dr. Bulu Pradhan	Chairman, Cultural Affairs Board	For 2 year w.e.f. date of notification i.e 01.09.2016

- c. **Confirmation of Faculty Members as under:**

Sl. No.	Name	Post
1	Dr. Pranab Kr. Ghosh	Professor, Civil Engineering
2	Dr. Kaustubha Mohanty	Professor, Chemical Engineering
3	Dr. Nachiketa Tripathi	Professor, HSS
4	Dr. MrinalKanti Dutta	Professor, HSS
5	Dr. Arupjyoti Saikia	Professor, HSS
6	Dr. Subhradip Ghosh	Professor, Physics
7	Dr. Arunansu Sil	Associate Professor, Physics
8	Dr. Santabrata Das	Associate Professor, Physics
9	Dr. Subhash Thota	Associate Professor, Physics
10	Dr. Naveen Kashyap	Associate Professor, HSS
11	Dr. Sawmya Ray	Associate Professor, HSS
12	Dr. Priyankoo Sarmah	Associate Professor, HSS
13	Dr. Archana Nair	Assistant Professor, Civil Engineering
14	Dr. Pankaj Kalita	Assistant Professor, Centre for Energy
15	Dr. Ajay Dashora	Assistant Professor, Civil Engineering
16	Dr. Urmi Ravindra Salve	Assistant Professor, Design
17	Dr. Rashmi Dutta Baruah	Assistant professor, CSE
18	Dr. Pavan Kumar Kancharla	Assistant Professor, Chemistry

d. Confirmation of Non-faculty Members as under:

SI No.	Name	Post against which service is confirmed
1.	Mr. Dipak Lahkar	Sr. Laboratory Asst. Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
2.	Mr. Manash Jyoti Nath	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
3.	Mr. Balen Ch. Mahanta	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
4.	Mr. Payodhar Pathak	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
5.	Mr. Hari Ram Upadhyaya	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
6.	Mr. Bijoy Deka	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
7.	Mr. Nripen Kalita	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
8.	Mr. Pankaj Sekhar Baruah	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
9.	Mr. Debojit Kr. Borah	Sr. Mechanic Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
10.	Mr. Prafulla Mudoi	Sr. Mechanic Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
11.	Mr. Sanatan Barman	Sr. Mechanic Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
12.	Mr. Ramani Kalita	Sr. Mechanic Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under

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		Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
13.	Mr. Gajendra Ch. Nath	Sr. Mechanic Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
14.	Mr. Achyut Ch. Sarma	Sr. Mechanic Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
15.	Mr. Prasanta Hazarika	Sr. Mechanic Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
16.	Mr. Prakash Hazarika	Deputy Registrar
17.	Mr. Nip Borah	Technical superintendent
18.	Mr. Alok Nath	Junior Engineer (Civil)
19.	Mr. Shyamanta Das	Senior Attendant
20.	Dr. Dhruvajyoti Bordoloi	Junior Technical Officer
21.	Mr. Rituraj Saikia	Technical Officer Gr. I
22.	Mr. Pranjol Paul	Technical Officer Gr. I
23.	Mr. Manoj Kr. Baishya	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
24.	Mr. Joykrishna Saikia	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
25.	Mr. Nidul Saikia	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
26.	Mr. Porag Saikia	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
27.	Mr. Minesh Ch. Medhi	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
28.	Mr. Dhaneswar Khaklary	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]

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29.	Mr. Upen Gohain	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
30.	Mr. Lakhinath Gogoi	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
31.	Mr. Dipak Kr. Deka	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
32.	Mr. Bijoy Kr. Choudhury	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
33.	Mr. Dilip Chetri	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
34.	Mr. Mrinal Ch. Sarma	Sr. Technician Gr. I [presently re-designated as JTS vide Circular (C-30/08/2015) under Ref. : AD/32/98/Vol. 18/2509 dated 12.08.2015]
35.	Dr. Pallav Kumar Dutta	Senior Technical Officer
36.	Dr. Laxmi Narayan Sharma	Senior Technical Officer
37.	Mr. Sanjib Das	Senior Technical Officer
38.	Mr. Nandan Kanan Das	Junior Technical Officer
39.	Mr. Mrinal Kanti Chakraborty	Junior Technical Officer
40.	Mr. T.T. Haokip	Deputy Registrar
41.	Mr. Hitesh Deka	Senior Driver
42.	Mr. Bhupen Ch. Deka	Senior Driver
43.	Mr. Firoj Dewan	Senior Driver
44.	Mr. Padmeswar Mirdha	Senior Driver
45.	Mr. Joyram Deka	Senior Driver

46.	Mr. Prafulla Kakati	Senior Driver
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- e. **Extension of probation period of Mr. Tarani Kakati for a period of six (06) month from 15.09.2016 to 14.03.2017**
- f. **Extension of deputation period of Dr. B. Saibaba for a further of 01 year w.e.f. 01.11.2016 (F.N) to 31.10.2017 (A.N)** under the same terms and conditions as conveyed earlier vide Institute's letter no. R&P/104/96/Vol.V/2456 dated 26.10.2015
- g. **Approval to the Lien period in respect of Dr. Swati Bhattacharya, Assistant Professor, Department of Physics** for a period of 13 (thirteen) months w.e.f. 19.12.2016 to enable her to join IIT Bombay as Assistant Professor.
- h. **Approval to the Grant of Long Leave without pay to Dr. Sasidhar Gumma, Professor, Department of Chemical Engineering** with effect from 03.01.2017 to 31.12.2018 and enable him to join Cleveland State University as Assistant Professor
- i. **Approval to the Grant of Short Leave with pay to Dr. Mohammad Qureshi, Associate Professor Department of Chemistry** with effect from 15.01.2017 to 14.07.2017 to enable him to visit the University of California, Irvine, CA to conduct research on a project titled "Design and Development of Hierarchical Photo Electro Catalytic Intermetallic / Semiconductors of Water Oxidation" under Fulbright – Nehru Academic and Professional Excellence Fellowship.
- j. **Re- designation of Mr. Prakash Hazarika, Deputy Registrar, Finance & Accounts of the Institute as Joint Registrar w.e.f. 08.08.2016** with the stipulation that the post will revert as Deputy Registrar when the post of Joint Registrar falls vacant.
- k. **Approval to the change in date of holidays in respect of Bakrid and Prophet Mohammad's Birthday in the Institute** as per notification of the Government of India, F.No.12/11/2016-JCA2 dated 06.09.2016 and vide notification F.No.12/18/2016-JCA2 dated 07.12.2016,) has been shifted to 13th September 2016(Tuesday) instead of 12th September 2016 and to 12th December 2016 instead of 13th December 2016 respectively.

- I. Approval to the newly empanelled hospital and laboratory** as given in **Annexure-7P(89-92)** in addition to the existing list and removal of M/s Pulse Diagnostics, Bhangagarh, Ghy-5 from the existing list.
- m. Approval to the extension of term of appointment of the following Visiting Artist in Residence in the Centre for Creativity** for smooth functioning of the centre for a period of one (1) year w.e.f. 30.12.2016
- i. Ms. Anwesa Mahanta
 - ii. Mrs. Anita Mahanta
 - iii. Mrs. Bhaswati Sharma
 - iv. Dr. Devanand Pathak
- n. Approval to the recommendation of the committee constituted to review the prevailing engagement period of project staff as given below:**
1. The request for removing the 5 years barrier will not be considered.
 2. All the existing project staff will be governed by the prevailing norms which have been in force till now.
 3. The appointment orders and agreement will be suitably modified and get vetted from the legal cell to make it ample clear for the project staff that the employment is for the concerned project only and also is contractual in nature.
 4. In case of ad-hoc engagement, the period of engagement may be reduced to 89 days (in line with the practice of other IITs) from the existing 6 months. Further, the existing selection process for engagement of ad-hoc project staff may be simplified by having the HoD / HoC or his / her nominee, PI and Co-PI (if any) only, and experts in the selection committee. The detailed modality in this regard may be worked out by DoRD and ADoRD.
 5. In case of regular engagement, the period of engagement may be reduced to 11 months from the existing 1 year with provision for fresh engagement of another period of 11 months after a break / gap of 3 working days with no reference of previous engagement. This may be repeated for a further period 11 months after a break / gap of 3 working days with no reference of previous engagements. Thus, the total period of engagement will be not more than 3 years.
 6. In exceptional / special cases, if the engaged person is pursuing higher studies at IITG, then his / her total period of engagement in the project(s) may be considered up to 5 years.

7. the existing draft of the offer letters for ad-hoc engagements against various project posts / positions have been revised / modified making it clear that this is a temporary contractual engagement for the specific project only and not for IIT Guwahati. The Project staff thus engaged is an employee of the concerned project and not IIT Guwahati. This engagement neither confers any right for future absorption in the Institute in any capacity. The modified draft offer letters and agreement is attached at **Annexure -8 P** (64-67) and have been made ready for implementation.

o. Approval to the Recommendations of the Committee constituted to formulate guidelines for Ramanujan Fellows working in the Institute as furnished below:

1. Information about how to join IIT as a Ramanujan or Inspire Fellow or any such equivalent scheme should be available in its R&D Section web page.
2. Application of a Ramanujan or Inspire or any such equivalent Fellow willing to join IITG should be forwarded to the concerned department for consent /opinion before consideration for acceptance by the competent authority of the Institute.
3. Such a Fellow should be treated as an Independent Researcher with the status of a Senior level Post-Doctoral Fellow (PDF).
4. There should not be any necessity of having a Mentor for such a Fellow. However, the Head of the concerned department with which the Fellow is attached should be in the loop regarding the research activities of the Fellow.
5. Such a Fellow should never be treated at par with a Faculty of IITG and as such, he/she should not be bestowed upon any teaching assignments. However, he/she can apply for suitable Faculty positions based on same eligibility criteria as applicable to any other candidates.
6. Such a Fellow may be considered to be eligible for guiding M.Tech /M.Sc student as a co-supervisor only subject to permission from the Senate.
7. In addition to the above, the terms and conditions meant for any Post-Doctoral Fellow (PDF) and which are not included above should also be made applicable to the Ramanujan or Inspire or any such equivalent Fellows.
8. Regarding the residential facilities, a Ramanujan or Inspire or any such equivalent Fellow should be at best , considered to be provided with a Married Scholar accommodation against charges as applicable including License fee subject to availability of such accommodation in the Institute campus.

9. With regard to medical facilities, a Ramanujan or Inspire or any such equivalent Fellow should be considered to be provided with only OPD medical facilities for self and family (consisting of spouse and maximum two nos. of children) in the Institute hospital. Inclusion of such a Fellow in the Group Medical Insurance Scheme (GMIS) may not be feasible as per the prevailing agreement with the Insurer.
10. Like other campus residents, car pass etc. should be provided to such a Fellow if he/she applies for the same to the Security Section with due endorsement from the Dean, R&D.

p. Approval to the Recommendations of the committee constituted to discuss on HRA issues of project staff availing hostel accommodation as under:

- 1) The existing practice of deduction of 20% HRA if Institute hostel accommodation is availed should continue only in respect those project staff whose salary consists of Pay + 20% HRA.
- 2) I) The existing practice of deduction of 20% HRA, if Institute hostel accommodation is availed should be discontinued forthwith for those project staff whose salary means consolidated pay only with no earmarked HRA and instead a fixed amount be deducted per month from the consolidated pay of the project staff if he /she avails Institute hostel accommodation. This fixed amount deductible towards house rent will be same for different project staff irrespective of their designation and consolidated pay. The fixed amount has been worked out at present as Rs.5000/- by multiplying with a fixed factor= 5 (five), the fees paid (worked out on per month basis from per semester rates essentially involving four months of hostel stay) by an Institute B.Tech /B.Des student for July-November,2016 semester towards the total of (A) Hostel admission fee @ Rs.100/-pm, (B) Hostel Rent @ Rs.250/-pm , (C) Gymkhana Fee @ Rs.50/-, (D) Fan, Electricity, Water Charges @Rs.500/-pm and (E) Miscellaneous Charges @Rs.100/-pm. The rates as and when under these heads get revised, the revised rates as a whole will again be multiplied by the fixed factor= 5 (five) and thus the fixed rent of Rs.5000/- will also get automatically revised then.

II) The offer letter of the project staff with consolidated pay should contain a line about deduction of prevailing fixed accommodation and amenities allowance, if Institute hostel accommodation is availed.

- 3) It is high time that Institute hostel accommodation for project staff be demarcated by arranging to construct a separate hostel for them. Till that is carried out, all the project staff seeking Institute hostel accommodation be accommodated exclusively in one or two particular hostel blocks.
- 4) There is no provision for providing Institute residential accommodation for project staff. In this regard, the Institute may consider constructing a separate block of residential accommodation along the lines of Married Scholars' Hostel to accommodate project staff who are married and need to stay with families. Till that is done, a few units of the existing Married Scholars' Hostel of the Institute may be considered to be allotted on priority basis to the National PDF working in the Institute who are in urgent need of suitable Institute accommodation.
- 5) Further ,it is notified that in view of insufficiency of Married Scholar Hostel (MSH) accommodation, if a Post-Doctoral Fellow (Ramanujan, Inspire, NPDF, IPDF etc.) is not interested to avail hostel accommodation for self in the campus against deduction of applicable charges, he/she may stay off-campus till suitable accommodation exclusively for Post-Doctoral Fellow is in place in the campus.

q. Approval to the Provision of Part-Time Employment for regular UG / PG / PhD of Students of the Institute in Consultancy / Research & Other Projects in the Institute

Consequent upon request to pay Top-up Fellowship to PhD students from ONGC project (CEE/P/SS/04) and to finalize while engaging IITG students as Teaching Assistant (TA) for each CSS-MOCCCs courses (a) policy for duration of their engagement and (b) their honorarium, the following suggestions by Dean, Academic Affairs endorsed by Dean, R&D have been approved

- (I) The UG and M.Sc/M.A. students can be entertained only during the summer or winter vacation period if they are not doing summer term courses.
- (II) In case of M.Tech/M.Des/MS(R)/Ph.D/Dual Degree (Masters + Ph.D) students, interested students shortlisted by HOC (CET) can submit their applications through supervisor/Faculty Advisor and HoD/HAC to the DoAA. Based on the recommendations of Supervisor/Faculty

Advisor and HoD/HAC, the DoAA will grant permission and will forward/return the paper to HoC (CET) or Dean, R&D.

- (III) The duration of part-time employment of one student/scholar should not exceed –

40 hours per month when the semester is on
80 hours per month during the vacation period

Payable Amount not to be not exceeded 50% of their Institute Scholarship /Fellowship amount per month.

In addition to the above, in compliance of the Institute Ordinance and Rules on Scholarship, the following needs to be adhered to while considering top-up Fellowship/Honorarium to full time students against their part-time employment in Consultancy/ Research & Other Projects of the Institute

- (A) If the top-up amount through Fellowship/Honorarium is greater than or equal to 1.5 times of Institute Scholarship /Assistantship, the student may avail top-up Fellowship/Honorarium only and no Institute assistantship,
- (B) If top-up amount through Fellowship/Honorarium is less than 1.5 times of Institute Scholarship /Assistantship, the student may avail the top-up Fellowship/Honorarium plus an additional amount from the Institute Scholarship /Assistantship that does not make the total money he/she receives more than 1.5 times of the Institute Scholarship /Assistantship,
- (C) A student/scholar may be involved in a maximum of 40 hours a month during Academic session and 80 hours a month during vacation period, including all projects (if involved in more than one project),
- (D) The rate of remuneration may be proposed by the Coordinator within the range @ Rs.100/- to Rs300/- per hour.

The sample form as enclosing **Annexure-9** P (68-69) for regular UG / PG / PhD Students of the Institute will be considered for Part-Time Employment in Consultancy / Research & Other Projects in the Institute.

Item No. 27

Items for Reporting to the Board:

The following items were reported to the Board for noting:

The Board considered and resolved as below:

Resolution No:R_87BOG/27/2016

RESOLVED that the following items as reported to the Board be **NOTED**:

- A. Assignment of additional charge to Prof. Gautam Biswas as Acting Director of North Eastern Regional Institute of Science & Technology (NERIST), Itanagar**
Vide Ministry of HRD's letter to Chairman BOG of NERIST.
- B. Increase of Medical allowance applicable to pensioners/ family pensioners of the Institute from Rs. 300/- to Rs. 500/-** as notified vide P&PW OM dated 19.11.2014 and has been enforced in the Institute vide Circular Ref No AD/378/PRMFIITG/2013/4949 dated 30.09.2016 w.e.f. 01.10.2016.
- C. Extension of Relaxation to CCS (LTC) Rules 1988 as per O.M. no.31011/3/2014-Estt. (A-IV) dated 9th September, 2016 and 19th September, 2016** of the Department of Personnel & Training under Ministry of PPG & P, Govt. of India, to allow Government servants to travel by air to North East Region , Jammu & Kashmir (J&K) and Andaman & Nicobar Islands (A&N) for another period of two years, w.e.f..26th September 2016.The aforementioned OM's are given as **Annexure-10P(70-74)**
- D. Implementation of SCSP (Scheduled Caste Sub Plan) and TSP (Tribal Sub Plan) program at IIT Guwahati** with following objectives :
- (i) To encourage and maintain high enrolment of SC,ST and PWD students
 - (ii) To develop their communication skills, social awareness and responsibility
 - (iii) To enable them to score good marks in the core, regular and elective subjects with special emphasis on first year courses
 - (iv) To train them to prepare for on-campus placements, GATE,NET and CAT exam

To fulfil the objectives, the Institute has taken following steps as suggested by the Committee :-

A.Distribution of Laptop to all SC/ST/PD students

B.Assistance in the form of Book grant

A separate budget allocation of Rs. 200.00 Lakhs for the financial year 2016-17 is earmarked for expenses under this program.

E. Organisation of Two week course on “Flexible Multi-body Dynamics”

A two week course on “Flexible Multi-body Dynamics” for Masters and PhD students of Mechanical Engineering and Civil Engineering during winter semester break of 2016 is being organised by the Institute which commenced from 8th of December, 2016.

Dr Arun K Banerjee who is a well-known scientist in the area of Flexible Multi-body dynamics was invited to teach the course. Dr Banerjee is a well-known scientist in the area of flexible multi-body dynamics, worked with Prof L E Malvern at the University of Florida for his PhD in Continuum Plasticity and later worked with Prof Thomas R Kane (who devised a new and simpler method for formulating equations of motion for complex mechanical systems) at Stanford University and published good number of papers in reputed journals. Dr Banerjee was Principal Research Scientist at Lockheed Martin (American global aerospace, defence, security and advanced technologies company) where he worked for 28 years besides teaching graduate level courses on dynamics in different universities.

All together 45 participants (mostly Masters and PhD students of Civil and Mechanical Engineering) registered for the course. In addition, some of the faculty members have also been attending the course. The course was formally inaugurated on 8th Dec, 2016 with a course plan where Dr Banerjee would conduct 2 hours of lecture classes followed by a 1 hour of tutorial class daily totalling 21 hours of lecture and 11 hours of tutorials. The course was continued till 22nd December, 2016.

In this course Dr Banerjee has started with basics of Rigid Body Dynamics and then went on to teach multi body dynamics and flexible multi body dynamics with practical examples especially from space craft dynamics. The difficulties of classical approaches in formulating equations of motion of complex mechanical systems and the Kane’s method in overcoming those difficulties have been explained in details.

At the end of the course, formal course feedback was collected from the participants to assess the efficacy of the course. Positive feedbacks have been received from the participants. They have been impressed by the teaching of Dr Banerjee and they were

of the opinion that this course will be immensely useful for pursuing further research on multi body dynamics especially in the area of robotics and space craft dynamics.

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

Item No. 28

Minutes of the One Hundred Twenty Third, One Hundred Twenty Fourth meeting of the Senate of the Institute held on 12.08.2016 and 26.10.2016 respectively:

Minutes of the One Hundred Twenty Third and One Hundred Twenty Fourth meeting of the Senate of the Institute held on 12.08.2016 and 26.10.2016 respectively is placed before the Board in terms of the Section 4(10) of the Statute.

The Board was requested to note.

The Board noted and resolved as below:

Resolution No:R_87BOG/28/2016

RESOLVED that the Minutes of the One Hundred Twenty Third, One Hundred Twenty Fourth meeting of the Senate of the Institute held on 12.08.2016 and 26.10.2016 respectively was placed before the Board in terms of the Section 4(10) of the Statute.

Item No. 29

Minutes of the Eightieth meeting of the Building & Works Committee (B&WC) of the Institute held on 23.09.2016:

Minutes of the Eightieth meeting of the Building & Works Committee (B&WC) of the Institute were held on 23.09.2016 was placed before the Board in terms of the Section 6(8) of the Statute.

The Board was requested to note

The Board noted and resolved as below:

Resolution No:R_87BOG/29/2016

RESOLVED that the Minutes of the Eightieth meeting of the Building & Works Committee (B&WC) of the Institute were held on 23.09.2016 was placed before the Board in terms of the Section 6(8) of the Statute be **NOTED**.

Any other item with permission from the Chairman

Item No. 30

Proposed rules and Regulations of Research Park of IIT Guwahati

The **Research Park of IIT Guwahati** is planned to be set up over a built up area of about 20000 sq. meter. Although, the said Research Park is in the process of getting registered as a society, initially it has been started operating from one part of the Technology Incubation Centre (TIC) of IITG till it is relocated to its permanent set up in the IITG campus itself as and when it is ready for use. R&D centers with two companies viz, Cadila Pharmaceuticals Ltd. and Kovid Group Analytics India Pvt. Ltd. have already been initiated and necessary agreements in this regard have also been prepared so as to make the activities of the Research Park operational.

It was proposed that Rules and Regulations of the Research Park is to be drafted in line with the prevailing Rules and Regulations of the 'IIT Guwahati Technology Incubation Centre'.

The Board was requested to consider the proposal of drafting the rules and regulation of the Research Park of IIT Guwahati in line with the prevailing Rules and Regulation of IIT Guwahati Technology Incubation Centre. The Board was also informed that the detailed modality for execution of the proposal will be worked out only after approval of the Board.

The Board discussed and resolved as below:

Resolution No:R_87BOG/30/2016

RESOLVED that the proposal of drafting the rules and regulation of the Research Park of IIT Guwahati in line with the following prevailing Rules and Regulation of IIT Guwahati Technology Incubation Centre be **APPROVED**.

- The companies with which R&D centers may be started in the Research Park following necessary agreement in this regard, may be permitted to have consultant (s) from among the IITG Faculty who may act as Mentor Faculty. Members of the Faculty interested to act thus as Mentor Faculty will be required to seek approval for the same from the competent authority of the Institute.
- Such Members of the Faculty may be paid honorarium/ sitting allowance @ ₹.5000/- per sitting and the same may be waived from income tax. In case, the honorarium thus received is more than ₹5000/- per month, it may be treated as consultancy

income and the same will be within income tax purview. However, overhead charges payable to IITG against consultancy income may not be made applicable in this case.

- In addition to this, eligible willing students of IITG may be also involved in the R&D centers of the companies operating in the Research Park. They may be paid Fellowship against their involvement.

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

(U. C. Das)
Registrar & Secretary
Board of Governors, IIT
Guwahati

Annexure-1

The Minutes of the 86th BOG Meeting held on 25.08.2016 is already uploaded separately

F. No. 3-19/2015-T.S.-I

Government of India

Ministry of Human Resource Development

Department of Higher Education

Technical Section-I

Shastri Bhawan, New Delhi

Dated the 29th November, 2016

To,

The Directors,
All IITs

Subject:- Treatment of employees of IITs at par with Central Government employees for Income Tax purposes- reg.

Sir,

I am directed to say that the issue of valuation of rent free accommodation of employees of the IITs for the purpose of calculation of income tax at par with the Central Govt. employees has been examined in consultation with the Department of Revenue, Ministry of Finance, Govt. of India, and it has been observed that employees of autonomous organizations do not fall within the definition/ ambit of 'Government' for the purpose of Rule 3(1) in all CBDT's circulars on TDS under section 192 of the Income tax Act, 1961.

Accordingly, the issue of rent free accommodation of the employees of IITs for the purpose of calculation of income tax at par with the Central Govt. employees has not been agreed to.

Yours faithfully,

(Kundan Nath)

Under Secretary to the Government of India

Ph : 011-23381698

Annexure-3

F. No. A.45012/4/2008-CHS.V
Government of India
Ministry of Health & Family Welfare

Nirman Bhavan, New Delhi,
Dated: the 16th April, 2009

OFFICE MEMORANDUM

Subject: Recommendation of 6th Central Pay Commission- Enhancement of rates of Post Graduate Allowance admissible to officers upto the level of Chief Medical Officer(NFSG) of General Duty Medical Officer sub-cadre of Central Health Service for possession of recognized P.G degree/diploma qualification.

The undersigned is directed to say that the issue regarding revision of rates of Post-graduate Allowance admissible to officers upto the level of Chief Medical Officer(NFSG) of General Duty Medical Officer sub-cadre of Central Health Service Officers for possession of recognized P.G degree/Diploma qualification has been under consideration of the Government of India.

2. Consequent upon the acceptance of 6th Central Pay Commission's Report, the President is pleased to decide that hereafter Post Graduate Allowance will be paid at the rate of Rs. 1000/- p.m. (Rupees one Thousand per month) and Rs. 600/- p.m. (Rupees Six Hundred per month) for possessing P.G.degree(s) and P.G. Diploma(s) recognized under Indian Medical Council Act, 1956, respectively, to officers upto the level of Chief Medical Officer(NFSG) of General Duty Medical Officer sub-cadre of Central Health Service.

3. The rates of these allowances will be increased by 25% every time the Dearness Allowance payable on revised pay scale goes up by 50%.

4. Post-graduate allowance to CHS officers will be sanctioned by Heads of participating units of CHS in terms of O.M. No. A.29015/7/2004-CHS.V dated 5th October, 2006.

5. This order will be effective from 1.9.2008.

6. This issues with the concurrence of Ministry of Finance, (Department of Expenditure) vide their I.D. No. 83/E.IV/2009 dated: 24-03-2009.


(PAWAN KUMAR)

UNDER SECRETARY TO THE GOVT. OF INDIA

To

All Participating units of
Central Health Service



o/c

F. No. A.45012/5/2008-CHS.V
Government of India
Ministry of Health and F.W.

Nirman Bhavan, New Delhi,
Dated: the 16th April, 2009

OFFICE MEMORANDUM

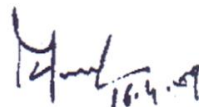
Subject: Recommendation of 6th Central Pay Commission- Grant of Annual Allowance at the revised rates to Central Health Service officers.

The undersigned is directed to say that the issue regarding revision of rates of Annual Allowance admissible to Central Health Service officers has been under consideration of the Government of India.

2. Consequent upon the acceptance of 6th Central Pay Commission's Report, the President is pleased to decide that hereafter the officers of Teaching, Non-Teaching, Public Health sub-cadres and General Duty Medical officers having PG qualification recognized under Indian Medical Council Act, 1956 will be granted Annual allowance at the rate of Rs. 1000/- p.m. (Rupees one Thousand per month). The General Duty Medical officers who do not possess any post graduate qualification or who may possess unrecognized PG qualification will be granted Annual allowance at the rate of Rs. 600/- p.m. (Rupees Six Hundred per month). These revised rates of Annual allowance will be subject to the following condition:

'At the end of the financial year, each Specialist/General Duty Medical Officer will be required to furnish a certificate to the effect that the amount of Annual Allowance has been utilized for the purpose it was drawn. In the case of retirement/resignation before the end of the financial year, such a certificate will be furnished at the time of such retirement/resignation.'

3. The rates of these allowances will be increased by 25% every time the Dearness Allowance payable on revised pay scale goes up by 50%.
4. This order will take effect from 1.9.2008.
5. This issues with the concurrence of Ministry of Finance, (Department of Expenditure) vide their I.D. No. 83/E.IV/2009 dated: 24-03-2009.



(PAWAN KUMAR)

UNDER SECRETARY TO THE GOVT. OF INDIA

To

All Participating units of
Central Health Service



Annexure-4

Page-2/3

SUBMISSION OF UNDERTAKING BY SHRI TAYADE AKASH GAJANAN (ROLL NO. 120121041) SO AS TO PROVIDE HIM A LAST CHANCE TO SHOW IMPROVEMENT IN HIS PERSON AS WELL AS ACADEMIC PERFORMANCE AND CONTINUE IN THE BTECH PROGRAMME OF THE INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI [CONTD....from Page-1/3]

I admit that, in addition to my personality related problem (like not responding to people who genuinely want to help me), I am also addicted to intoxicating substances (like drugs, alcohol etc.); and I have already admitted this before my Special Mentor (Prof. C.Y. Kadolkar), Students' Counselor [Ms. Pallabita B. Chowdhury] as well as Associate Dean of Academic Affairs (Prof. Anupam Saikia).

Given the above, I have been fully made to understand today that IIT Guwahati authority had no good reason to allow me to continue my academic programme in the Institute.

However, notwithstanding the above, against my appeal, the Chairman of the Senate of the Indian Institute of Technology Guwahati, has very kindly provided me **one last and final chance** to show overall improvement in my personality as well as academics, by registering in to the July-November 2015 semester only, on the conditions that :

- (a) I shall attend all my classes regularly;
- (b) I shall not henceforth consume any intoxicating substance (including alcohol etc.) or any narcotic substance (including drugs etc.);

Contd.. to Page-3/3

Signature of the student. 

Signature of the student's father. 

Name of student: **MR.TAYADE AKASH GAJANAN** Name of father: **MR. GAJANAN**

PISARAM TAYADE

Roll No. of the student: **120121041**

Date: **17-08-2015.**

Place: **IIT Guwahati, North Guwahati – 781 039, Assam**

SUBMISSION OF UNDERTAKING BY SHRI TAYADE AKASH GAJANAN (ROLL NO. 120121041) SO AS TO PROVIDE HIM A LAST CHANCE TO SHOW IMPROVEMENT IN HIS PERSON AS WELL AS ACADEMIC PERFORMANCE AND CONTINUE IN THE BTECH PROGRAMME OF THE INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI [CONTD....from Page-2/3]

- (c) I shall report to my Special Mentor, Prof. C.Y. Kadolkar, every day, and discuss my academic problems with him and follow his instructions with utmost sincerity;
- (d) I shall report to Students' Counselor, Ms. Pallabita B. Chowdhury, at least twice in a calendar month, and discuss my personal problems (including addiction to drugs and alcohol) with her and follow her instructions with utmost sincerity;
- (e) I shall pass in all the courses permitted to be registered for July-November 2015 semester; and
- (f) if I fail to comply to the above conditions, I shall be terminated once and for all from the BTech programme of Indian Institute of Technology Guwahati, and I shall not appeal against such termination at any point of time in future.

I, with my full knowledge do hereby submit and assure that if I fail to comply to any of the above conditions, I shall be terminated from the BTech program of Indian Institute of Technology Guwahati; and that I shall not appeal against such termination at any point of time in future.

Signature of the student: 

Signature of the student's father: 

Name of student: **MR.TAYADE AKASH GAJANAN**

Name of father: **MR. GAJANAN**

PISARAM TAYADE

Roll No. of the student: **120121041**

Date: **17-08-2015.**

Place: **IIT Guwahati, North Guwahati – 781 039, Assam**

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MINUTES OF THE STUDENTS' DISCIPLINARY COMMITTEE (SDC)
MEETINGS HELD ON 7/11/2016

A meeting of the Students' Disciplinary Committee (SDC) was held on 7/11/2016 in the Office of the Dean of Students' Affairs.

Following members attended the meeting:

- | | | |
|----|--|--------------------------------|
| 1. | Prof. Chandan Mahanta, DoSA | Chairman |
| 2. | Prof. A. Perumal, ADoSA-1 | Member |
| 3. | Prof. Hemangee K. Kapoor, ADoSA-2 | Member |
| 4. | Dr. Sreedeeep Sekharan, Dept. of Civil Engineering | Member |
| 5. | Ms. Shareka Iqbal, Dept. of Design | Member |
| 6. | Ms. Pallabita B. Chowdhury, Students' Counsellor | Member |
| 7. | Mr. Ayush Krishna, VP, SGC | Member, Student Representative |
| 8. | Ms. Monalisa Kakati, AR, SA | Member Secretary |

Dr. C. Mallikarjuna, Chairman, HAB a member of the SDC could not attend the meeting due to his prior assignment.


The case was discussed in the meeting on advice of the Chairman, Board of Governors, IIT Guwahati to SDC of the Institute on receipt of appeal from **Mr. Akash Tayade, Roll No. 120121041, Dept. of Physics**, Hostel Dibang, who appealed to the Chairman for reconsideration of the disciplinary actions imposed on him as per SDC recommendations.

Previous recommendation of the SDC in respect of Mr. Akash is enclosed herewith as **Annexure-A**.

Recommendations:

After detailed discussion, the SDC took into account that while submitting undertaking, the student had accepted the consideration as "one last and final chance" and also undertook that he would never appeal again in case he fails to comply with the undertaking [as per clause (f), Page No. 3 of his undertaking submitted on 17/8/2015]. Hence, the SDC resolved not to change the previous recommendation for termination of Mr. Akash Tayade from the BTech program. If felt necessary, the Board of Governors (BoG) of the Institute may further take up the matter in its meeting.

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


(C. Mahanta) 21/11/16


(A. Perumal)


(H. K. Kapoor) 21/11/16


(S. Sekharan)


(S. Iqbal)


(P. B. Chowdhury)


(A. Krishna)


(M. Kakati)

ANNEXURE-

MINUTES OF THE STUDENTS' DISCIPLINARY COMMITTEE (SDC)

MEETING HELD ON 01/04/2016

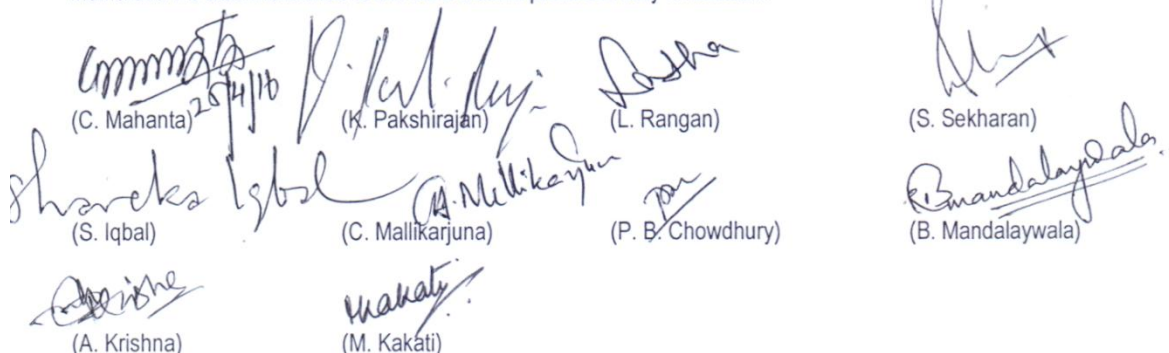
A meeting of the Students' Disciplinary Committee (SDC) was held on 01/04/2016 in the Office of the Dean of Students' Affairs.

Following members / invitee attended the meeting:

- | | |
|---|--------------------------------|
| 1. Prof. Chandan Mahanta, DoSA | Chairman |
| 2. Prof. K. Pakshirajan, ADoSA-1 | Member |
| 3. Prof. Latha Rangan, ADoSA-2 | Member |
| 4. Dr. Sreedeeep Sekharan, Dept. of Civil Engineering | Member |
| 5. Ms. Shareka Iqbal, Dept. of Design | Member |
| 6. Dr. C. Mallikarjuna, Chairman, HAB | Member |
| 7. Mrs. Pallabita B. Chowdhury, Students' Counsellor | Member |
| 8. Mr. Bhavin Mandalaywala, VP, SGC 15-16 | Member, Student Representative |
| 9. Mr. Ayush Krishna, VP, SGC 16-17 | Invitee |
| 10. Ms. Monalisa Kakati, AR, SA | Member Secretary |

The case was reported by Hostel Kapili (along with written complaint received from a number of students) as well as forwarded by the Institute Hostel Disciplinary Committee (IHDC), which are enclosed at **Annexure – I & II**. The case is related to several incidents of missing wallets, money and hard disk reportedly from the students of Hostel Kapili and **Mr. Akash Tayade, Roll No. 120121041, Dept. of Physics**, Hostel Dibang is the prime suspect in these cases, as his presence was witnessed near the hostel premises on many occasions around the occurrence of the events, although he is not a resident of this hostel.

The student was called to the SDC meeting held on 01/04/2016 and Mr. Akash was present during the meeting. Mr. Akash was given opportunity to represent his side. Mr. Akash admitted in front of the SDC that he had taken the hard disk from the room of Mr. Subham Maurya, Roll no.120104080, on the 14th of March, 2016. About other theft cases, Mr. Akash didn't either confirm or denied that those stealings were done by him. During deliberation with Mr. Akash, the committee felt that Mr. Akash's behaviour was casual, inconsistent and indifferent. He also mentioned to the SDC that he prefers to stay in isolation.


(C. Mahanta) (K. Pakshirajan) (L. Rangan) (S. Sekharan)
(S. Iqbal) (C. Mallikarjuna) (P. B. Chowdhury) (B. Mandalaywala)
(A. Krishna) (M. Kakati)

In case of Mr. Akash, the SDC also noted the following important points -

1. Since his 2nd semester, he has taken to smoking and consumption of alcohol, weed and cigarettes, by his own admission.
2. Mr. Akash has several backlogs to clear. Due to very poor Semester Performance Indices (SPIs) as well as poor Cumulative Performance Indices (CPIs) over three years i.e. Jan-May 2014, July-Nov 2014 and Jan-May 2015 (including Summer Term 2015) Semesters he was assigned under a Special Mentor (Prof. C Y Kadolkar, Physics) and Special Counsellor (Mrs. P. B. Chowdhury, Students' Counsellor). But, Mr. Akash did not follow the advice of his Special Mentor and not responded to calls of Special Counsellor.





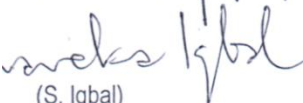



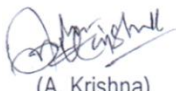

Accordingly, to provide him a last chance to show improvement in his personal as well as academic performance and continue in the BTech programme of the IIT Guwahati, an undertaking duly signed by Mr. Akash and his father Mr. Gajanan Pisaram Tayade was taken by the Academic Affairs Section. Copy of the undertaking with all details is enclosed as **Annexure – III**.

In the undertaking, it was clearly mentioned that if he would fail to comply with any of the conditions mentioned in the undertaking, he would be terminated from the BTech program of IIT Guwahati and that he would not appeal against such termination at any point of time in future, this being his last opportunity.

Recommendations:

In the light of above facts, including the undertaking mentioned under 2 above, the Committee came to the conclusion that there is no additional need for the committee to investigate further on the case and recommended that he may be terminated from the BTech program in the light of his own declaration in the undertaking duly signed by him and his father.

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

 (C. Mahanta) 28/12/16	 (K. Pakshirajan)	 (L. Rangan)	 (S. Sekharan)
 (S. Iqbal)	 (C. Mallikarjuna)	 (P. B. Chowdhury)	 (B. Mandalaywala)
 (A. Krishna)	 (M. Kakati)		

Annexure-6

**REVISED CRITERIA FOR STUDENTS' TRAVEL ASSISTANCE FUND (STAF) AND
STUDENTS' BROTHERHOOD FUND (SBF)**

A. Students' Travel Assistance Fund (STAF)

1. Expanding the scope of STAF Application review

Since its inception at the 15th SAC meeting, the Students' Travel Assistance Fund has been received as a commendable initiative.

The review process for STAF as it stands today accounts for authorship status, impact factor of the journal, family income and type of participation. The norms were revised in the 17th SAC meeting to include publications in journals with <1 impact factors. Points are allotted to each of the above on a graded scale.

Due to budget constraints out of tune with the increasing number of applications, the committee has only been able to award very few assistances, and those are strictly guided by the quantified criteria stated above. The lack of readily available information on impact factors of lesser known journals against which to cross verify the information provided by the applicant has proved a hindrance as well. To make the process more exhaustive in terms of the quality and relevance of the research in question, the following changes to the review process are proposed.

- i. An initial evaluation based on the existing criterion be done, and a shortlist be prepared.
- ii. Shortlisted applicants be invited to present a brief overview of their research work to be presented in the conference along with publication to the committee. Through the presentation, the committee would assess the quality and relevance of the research in question, and the preparedness of the applicant for the conference.
- iii. Based on the presentation, and considering the initial criterion as well, the committee make the final call on the awarding of the assistantship.

The hope is that with these changes, the limited resources at our disposal can be channelled to encourage quality research work in the community. The minimum cut-off (40 points out of 100) would still be required as an eligibility criterion for shortlisting.

2. Easing STAF Eligibility Norms for Undergraduates

The current structure of norms for Students' Travel Assistance Fund impose a uniform eligibility cut-off (40 points out of 100) based on initial evaluation that considers authorship status, impact factor of the journal, family income and type of participation regardless of the current stage of study of the applicant.

The current norms earmark at least 25% of available funds for undergraduate applicants. It has been observed that a lack of previous publications in the case of undergraduate applicants has them solely relying on family income and type of

participation, which are frequently not enough to take their score above the required minimum. In a number of cases, the difference was just 2-3 points.

To overcome this bottleneck, we propose that the minimum required score for eligibility for STAF be revised in the manner indicated,

- i. Undergraduates – 35 points out of 100
- ii. Postgraduates – 40 points out of 100 (unchanged)

With the changes to the review process proposed in (1), this will ensure that promising work can make it to the shortlist for assistance.

B. Students' Brotherhood Fund (SBF)

Scaling of SBF income criterion to account for error in maximum allotted points

As per the current norms for evaluating Students' Brotherhood Fund applications (approved in 15th SAC Meeting), the 40 points out of 100 allotted for family income are evaluated as,

Annual Income below □ 1,50,000.00	30 Points
□ 1,50,000.00 – 2,50,000.00	20 Points
□ 2,50,000.00 – 3,50,000.00	15 Points
□ 3,50,000.00 – 4,50,000.00	10 Points
□ 4,50,000.00 – 5,50,000.00	5 Points

It can be seen that the maximum points awarded are 30, while the allotted points stand at 40. To do away with this discrepancy, the following revision to the norms is proposed

Annual Income below □ 1,50,000.00	40 Points
□ 1,50,000.00 – 2,50,000.00	30 Points
□ 2,50,000.00 – 3,50,000.00	15 Points
□ 3,50,000.00 – 4,50,000.00	10 Points
□ 4,50,000.00 – 5,50,000.00	5 Points

The aim of the change is to address the discrepancy while preserving the weight given to each income group.

Annexure-7

Updated list of empanelled hospitals and laboratories as on date for treatment and test of Institute employees, their dependents and students.

A. List of Hospitals

Sl. No.	Name	Location	Specialty
Government Hospitals in Guwahati:			
1.	Guwahati Medical College and Hospital	GMC Hostel Road, Bhangagarh, Guwahati	General
2	Mahendra Mohan Choudhury Hospital	Mahatma Gandhi Road, Fancy Bazar, Guwahati	General
3	Government Ayurvedic College Hospital	Assam Engineering College Road, Sundarbari, Jalukbari, Guwahati	General
4	Lokapriya Gopinath Bordoloi TB Hospital	Gopinath Nagar, Guwahati	General
5	B. Barooah Cancer Hospital	Gopinath Nagar Guwahati	General
6	Regional Dental College and Hospital	Bhangagarh ,Guwahati	General
Private Hospitals in Guwahati:			
7	Down Town Hospital	G.S. Road, Dispur, Guwahati, Assam 781006	General
8	East End Hospital	23, Maniram Dewan Rd, Bamunimaidam, Guwahati, Assam 781021	General
9	Midland Hospital	RG Baruah Rd, Near Post Office, Sree Nagar, Guwahati, Assam 781005	General
10	Borthakur Clinic	Kharghuli Hills, Guwahati, Assam 781004	General
11	Guwahati Neurological Research Centre	Dispur, Rukminigaon, Guwahati-781005	General
		Sixmile, Guwahati-781006	
		Silagrang, North Guwahati-781030	
12	Wintrobe Hospital	Ambari, G.N.B. Road,, Guwahati, Assam 781001	Urology
13	Central Nursing Home	Beltola Basistha Road, Beltola Survey Bus Stop, Beltola Tiniali, Survey, Beltola, Guwahati, Assam 781028	Urology
14	Dispur Polyclinic & Dispur Hospital	Hengrabari Road, Ganeshguri, Dispur, Guwahati, Assam 781006	General

15	Nightingale Hospital,	GS Road, Kachari Basti, Ganeshguri, Guwahati, Assam 781005	General
16	Sri Sankardeva Nethralaya,	96, Basistha Road, Beltola, Guwahati, Assam 781028	Ophthalmology
17	Nemcare Hospital,	GS Road, Bhangagarh, Guwahati, Assam 781005	General
18	International Hospital Pvt. Ltd,	GS Road, Christian Basti, Lotus Tower, Guwahati, Assam 781005	General
19	Swagat Hospitals	A.T. Road, Shantipur, Guwahati - 781 009	General
20	Swagat Super Speciality Surgical Institute & NH(A Unit of Swagat Hospitals Pvt. Ltd.),	Dinesh Goswami Path, Gate No.4, Maligaon, Guwahati-781011	General
21	Kuntal Goswami Memorial Trust	Zoo Narengi Road, Opp. Gitanagar Police Station, Guwahati-24	Obstetrics and Gynecology and Pediatrics
22	Hayat Hospital,	Kahilipara Road, Odalbakra, Lalganesh, Guwahati, Assam, Pin- 781034	General
23	Narayana Superspecialty Hospital,	Amingaon Guwahati-781031	General
24	Sanjevani Hospital (A unit of Pragjyotishpur Hospital & Research Centre Pvt. Ltd.)	A T Road, Maligaon, Guwahati- 11, Assam	General

B) List of Recognized Laboratories

Sl. No.	Name	Location
1	Skylab Diagnostic Centre	G.S. Road , Near Ulubari Fly Over, Ulubari, Guwahati-781007
2	Apollo Clinic & Laboratories	Meena Bhwan, Kanchan Road, Bora Service, GS Road, Guwahati-781005
3	Primus	GS Road, Bhangagarh, Near Satsang Bihar, Guwahati-781005
4	Ekopath Lab & Diagnostic Centre	Christianbasti, GS Road, Guwahati-781005

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27th DECEMBER 2016

5	Ganga Lab & Research Centre	Lachitnagar,GS Road,Guwahati-781007
6	Apex diagnostic Centre	GMCH Road, Royal Market, Bhangagarh, Guwahati-781005
7	Health Care	Prag Plaza, GS Road, Bhangagarh, Near Big Bazar, Guwahati-781005
8	Alcare Diagnostic & Research Centre	Kusum Mansion, Bhangagarh, Rajgarh Road, Guwahati-781005
9	Paramount Diagnostic Centre	Guwahati Club, Guwahati
10	Excel Diagnostic Centre	Chandmari, Guwahati
11	Miburi Diagnostic Centre	A T Road, Boripara, Maligaon, Guwahati-781012
12	Nucleomed	G S Road, Opp. Rajiv Bhawan, Near Dona Planet, ABC, Guwahati-781005
13	N.L.Medicare	G S Road,Bhangagarh,Guwahati-781005
14	Saharia Pathlab & Bloodbank	G S Road, Near Petrol Pump, Bhangagarh,Guwahati-781005
15	Saraighat Clinical Lab. & Research Centre	Dr. B Baruah Road, South Sarania, Ulubari, Guwahati-781007
16	City Diagnostic Centre	Panbazar, Guwahati-1
17.	M/s Life Care Diagnostics,	First Floor, Prava Palace, near Maligaon over bridge,Guwahati-12
18.	M/s Matirx-unit of Apace imaging and Diagnostics Centre Pvt. Ltd.,	Nexia Park, GMCH Kachari Basti Road, Christian Basti (Opp. Saint John's Hospital), Guwahati-781005
19.	Ad labs,	M C Road, Guwahati-781003

However, in case of any emergency treatment a certificate from the hospital may be obtained and inform the same to any of the CMOs/MOs of the Institute Medical Section as early as possible.

Annexure-8

Copy of Offer Letter, Guidelines and Agreement after vetting from the Legal retainer for Adhoc and Regular appointments of project staffs at IITG

•Prof Gopal Das
Professor of CHM and
Asso. Dean, Research &
Development

Indian Institute of Technology
Guwahati
Guwahati-781 039

Phones : +91-361- 2582132
2582131

Fax : +91-361-2582089
e-mail : adordnd@iitg.ernet.in



OFFICE OF THE DEAN OF
RESEARCH & DEVELOPMENT

. Date:

. Ref. :

(e-mail id: _____)

To,

Sub.: **Temporary contractual / Ad-hoc** engagement for the post of _____ in the Project entitled " _____ " under _____, Dept. of _____.

Dear _____,

Inviting reference to your application for the above post of _____ and subsequent interview held on _____, you are offered the post of _____ in the said project under the following terms & conditions:

1. Post : The post is purely temporary and contractual subject to / based on approval of the concerned funding agency. This engagement is for a period of **11 months / 89 days** or co-terminus with the project whichever is earlier. It is terminable by giving in writing one month's notice on either side. **This is a temporary contractual engagement for the already specified project only and not for IIT Guwahati.** The engagement will stand automatically terminated at the end of the specified period unless renewed or will co-terminate with the project whichever is earlier. **This engagement neither confers any right to you for future absorption in the Institute in any capacity nor any forms of relaxation / concession to you for applying for any post in the Institute in future.**
2. Scale of pay : Rs. _____/- p.m. (Consolidated)*
3. Initial pay admissible : Rs. _____/- per month + 20% HRA / A fixed amount will be deducted if Institute accommodation is availed.* No other allowances or benefits will be available.
4. Medical facility : For treatment in the Institute hospital only (for self only) / NOT APPLICABLE (depending on funding agency)
5. Leave : Leave admissible - Maximum 8 days Casual Leave and 30 days Earned Leave per calendar year, on pro-rata basis. No carry-over of leave to the next calendar year will be allowed.
6. Duties : As prescribed for the post and as may be assigned by the Project Investigator and the authorities of the Institute.
7. Agreement : This engagement is valid subject to your signing an agreement prescribed by the Institute and production of original documents.
8. Other facilities : As per norms laid down for project staff from time to time by the Institute.

If the offer is acceptable to you on the terms and conditions stated above, you should inform us within 10 days from the date of issue of this letter and join duties within 20 days of the stipulated date. If no response is received from your end within the specified period, it will be presumed that you are not interested in this offer and the offer will be withdrawn. You are also requested to bring the release order from your present employer, if you are employed. Please also bring your original documents concerning your educational qualification.

It is to be noted that this contractual offer letter is issued on behalf of the funding agency by IIT Guwahati. On acceptance of this offer, you will be employee of the concerned project and not of IIT Guwahati.

Yours sincerely,

Assoc. Dean, R&D

Copy to:

- > HOD - _____.
- > _____; Principal Investigator, Dept. of _____.

Guidelines to be followed by the Project staff

1. At the time of joining:

Report to R&D Section in the forenoon (before 12.00 noon) of a working day other than Saturday/Sunday/Institute holidays along with the documents listed below

- I. Copy of the offer letter.
- II. Certificates/ mark sheets /documents in original in support of essential qualification, age etc.
- III. Recent passport size photograph.
- IV. Copy of the release order from the most recent employer if you were employed earlier.
- V. An application forwarded by PI stating that you are not in receipt of any institute fellowship, if you are a Research scholar who is enrolled as a project staff.

2. Immediate steps on joining:

- A. To inform R&D Section whether you are interested to avail Institute hostel accommodation or Institute bus facility, so that R&D Section can take care of formalities associated with it.
- B. To submit to R&D Section the Copy of document regarding Hostel allotment once you have been allotted hostel accommodation by Hostel Affairs Board(HAB) under Students Affairs Section.
- C. To collect the medical forms from the R&D section and report to the medical Section of the Institute for medical examination.
- D. To Report to the concerned Principal Investigator for duty.
- E. To open an account in SBI (in case if you are not an account holder of SBI) and inform the concerned staff of the R&D section about your SBI A/C No.
- F. To visit the computer Centre to register with the institute e-mail ID and report back to R&D section to register in RnDOPS so that you can mark your daily attendance online and avail web based services of the institute.

3. After Joining:

- On completion of all the procedures stated above, you will be issued Joining Office order via email, subsequent to that you will be issued ID card (hard copy) from R&D Section.

4. At the time of completion of tenure or resignation:

- a) To approach R&D section atleast one week before the completion of tenure to issue you No dues clearance certificate and then release order. In case of resignation, you are to submit your resignation letter to the R&D Section only after being duly forwarded by your PI so as to obtain No dues clearance certificate and then release order from R&D Section.
- b) You must return your ID card (hard copy) to R&D section while submitting the duly filled in No dues clearance certificate.
- c) To collect your experience certificate, you will have to submit a written application forwarded by your PI addressing to the Dean, R&D.
- d) Request for experience certificate after completion of tenure may not be taken into consideration.
- e) If you wish to join any other project in the institute based on your selection for the same, you will be allowed to join only when you submit your formal release order from the previous project as issued by R&D Section.

भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
RESEARCH AND DEVELOPMENT

FORM NO. S5

AGREEMENT FOR EMPLOYMENT IN A PROJECT IN THE INSTITUTE ON CONSOLIDATED SALARY

This Agreement is made on this _____ day of _____ in the year 2016 by and between the Office of the Dean Research and Development, Indian Institute of Technology Guwahati (hereinafter called the **ODORD**) on behalf of the Funding Agency of the Project (detail particulars of the Funding Agency and the Project are described herein below) of ONE PART and _____ son / daughter of _____ residing at _____ hereinafter referred to as the 'Party of the **Second Part**' on the OTHER PART.

WHEREAS, THE Party of the Second Part has been appointed by the ODORD purely on CONTRACT BASIS to serve as _____ in the research project entitled _____ sponsored by _____ AND

WHEREAS, the party of the Second Part has agreed to serve the said project as _____ on the specific terms and conditions hereinafter contained as well as general terms and conditions regulated by the ODORD.

NOW THESE PRESENT WITNESSETH and the parties hereto agree to the following terms and conditions in addition to the general terms and conditions regulated by the ODORD:

- (1) That the Party of the Second Part shall serve the said project as _____ on a consolidated compensation of Rs. _____ per month AND no DA, ADA and other allowances will be admissible to the said party. The party of the Second Part will be eligible to a HRA of Rs. _____ per month if he/she does not occupy the Institute provided accommodation.
- (2) That the Party of the Second Part is joining the said project with full knowledge and understanding that this Project is purely a contract job AND the tenure of this assignment is up to _____ and this contract will automatically stand terminated on the afternoon of the said day.
- (3) That the Party of the Second Part shall devote his/her whole time and attention to the service of the Project undertaken by the Principal Investigator (PI) and shall be subject to the Rules and other provisions of the ODORD relating to appointments under contract.
- (4) That the Party of the Second Part may be provided with unfurnished accommodation, if available, and as per norms of the Institute, and shall be liable to pay licence fee and charges for water, electricity and any other services rendered there under.
- (5) That if so required, the Party of the Second Part shall have to perform on a staggered or shift duty including six days a week.
- (6) That the Contract Service of the Party of the Second Part may be terminated by the ODORD at any time without assigning reasons thereof by giving one month's notice during the period of the contract. The contract may be terminated at any time due to non-availability of funds or due to unforeseen termination of the Project by the sponsor. In such eventuality, the ODORD Office shall

pay one month's compensation to the party of the Second Part. The Party of the Second Part may terminate his/her contract service by giving one month's notice to the ODORD in writing or one month's compensation in lieu of the notice.

- (7) That the party of the Second Part will be eligible to avail 08 (Eight) days of casual leave and 30 (Thirty) days of leave with full compensation in a full calendar year. For all durations of less than a year, the eligibility of such leave shall be proportional to the number of complete calendar months the party of the Second Part will have worked in the year. If the party of the Second Part is a female, she will also be eligible to Maternity Leave for a period of 90 days subject to eligibility as defined by Institute Rules. No carry-over of any leave is permissible into the next year. The Party of the Second Part shall be provided medical facilities of the Institute only.
- (8) That the Party of the Second Part so appointed with compensation shall not be eligible for Gratuity, PF, and other benefits AND no LTC shall be admissible.
- (9) That in respect of any other matter(s) for which no provision has been made in this agreement the Party of the Second Part shall be governed by the ODORD rules and the administrative orders issued by the Dean R&D or by his nominee from time to time.
- (10) That the Party of the Second Part further acknowledges that **this is a temporary contractual engagement for the already specified project only and not for IIT Guwahati and will neither confer any right whatsoever to him/her for future absorption in the Institute in any capacity nor will give any forms of relaxation/concession to him/her for applying for any post in the Institute in future.**

In witness whereof the Party of the Second Part and the Dean, R&D or his nominees for and on behalf of the sponsoring agency have hereunto set their hands the day and the year first above written.

Signed by the Party of the
Second Part

Signed by the Dean, R&D or his
nominee for and on behalf of the
Sponsor

Witness:

1)

2)

Witness:

1)
(Principal Investigator)

2)

Annexure-9



FORM NO. RD-S13

भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
RESEARCH AND DEVELOPMENT SECTION

Date :

**Application for Part-Time Employment of Students in Consultancy/ Research & Other Projects for
UG / PG / PhD Students (Mode of Study: Regular)**
(To be submitted to R&D Section)

A. Project Code. : Head :

B. Details of the Student (To be filled by the Student)	
1. Name:	
2. Roll Number:	
3. Programme of Study & Department/ Center:	
4. Name(s) of Supervisor(s)/ Faculty Advisor:	
5. IITG Email ID:	
6. Contact Mobile Number:	
C. Details of Project Employment	
5. Name of the Project/ Course	
6. Name of the PI/Coordinating Faculty of the Project/ Course :	
7. Proposed Work/ Employment Period:	
(i) From Date:	(ii) To Date:
(iii) Total Number of Hours Per Month:	
During this period of Part-Time Employment (whichever of the following is /are applicable)	
(a) I hereby promise that I will perform the assigned teaching assistantship duty by the Department / Center without any compromise.	
(b) I will ensure that there will not be any compromise in my academic and research performance.	
(c) In case of occurrence of any compromise in my academic performance, this part-time employment can be cancelled by the competent authority without giving any notice period.	
Date:	Signature of the Student

(To be filled by Supervisor/ Faculty Advisor and HoD/ HAC)	
Recommended / Not Recommended	Recommended / Not Recommended
Signature of Supervisor/ Faculty Advisor	Signature of HoD/ HAC

Cont. to page 2

(To be filled by the Coordinating Faculty of the Course)	
Remuneration rate is: Rs. _____ Per hour	
Recommended / Not Recommended	Forwarded to the Dean, R&D
Signature of PI/Coordinator	Head, CET (applicable only if the project is executed under CET)
FOR USE BY R&D SECTION	
Rs. is available in the Account head, "....." of project No. and Rs. is recorded in the Project Budget Register.	
Put up for consideration	
Dealing Assistant, R&D	DR/AR R&D
Permitted / Not Permitted.	
Dean, R&D	Dean(Academic Affairs) with Date

N.B. In compliance of the Institute Ordinance and Rules on Scholarship, the following needs to be adhered to while considering top-up Fellowship/Honorarium to full time students against their part-time employment in Consultancy/ Research & Other Projects of the Institute

- (A) If the top-up amount through Fellowship/Honorarium is greater than or equal to 1.5 times of Institute Scholarship /Assistantship, the student may avail top-up Fellowship/Honorarium only and no Institute assistantship,
- (B) If top-up amount through Fellowship/Honorarium is less than 1.5 times of Institute Scholarship /Assistantship, the student may avail the top-up Fellowship/Honorarium plus an additional amount from the Institute Scholarship /Assistantship that does not make the total money he/she receives more than 1.5 times of the Institute Scholarship /Assistantship.
- (C) A student/scholar may be involved in a maximum of 40 hours a month during Academic session and 80 hours a month during vacation period, including all projects (if involved in more than one project).
- (D) The rate of remuneration may be proposed by the Coordinator within the range @ Rs.100/- to Rs.300/- per hour.

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Annexure-10

No. 31011/ 3/ 2014-Estt.(A-IV)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
Establishment (A-IV) Desk

North Block, New Delhi-110 001
Dated: September 19, 2016

OFFICE MEMORANDUM

**Subject:- Central Civil Services (Leave Travel Concession) Rules, 1988 —
Relaxation to travel by air to visit NER, J&K and A&N.**

The undersigned is directed to refer to this Department's O.M. of even no. dated 09.09.2016 on the subject noted above regarding extension of the scheme to travel by air to North East Region (NER) , Jammu and Kashmir (J&K) and Andaman & Nicobar Islands (A&N). As clarifications have been sought from many quarters, it is clarified that the following schemes have been extended for a further period of two years, w.e.f. 26th September, 2016:

- (i) LTC for visiting NER, J&K and A&N in lieu of a Home Town LTC.
- (ii) Facility of air journey to non-entitled government servants for visiting NER, J&K and A&N.
- (iii) Permission to undertake journey to Jammu and Kashmir by private airline.

2. The above special dispensation is subject to the following terms & conditions:

- (i) All eligible Government servants may avail LTC to visit any place in NER/ A&N/ J&K against the conversion of their one Home Town LTC in a four year block.
- (ii) Government servants whose Home Town and Headquarters/place of posting are the same are not allowed the conversion.
- (iii) Fresh Recruits are allowed conversion of one of the three Home Town LTCs in a block of four years applicable to them.
- (iv) Government servants entitled to travel by air can avail this LTC from their Headquarters in Economy class at LTC-80 fare or less. While travelling to North-East region and Port Blair, journey has to be performed by Air India only. However, while availing LTC to Jammu & Kashmir, service of any airlines may be availed.
- (v) Government servants not entitled to travel by air are allowed to travel by air in the following sectors:
 - (a) Between Kolkata/ Guwahati and any place in NER by Air India only in Economy class at LTC-80 fare or less.

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: 2 :


From pre-page:

- (b) Between Kolkata/ Chennai/ Bhubaneswar and Port Blair by Air India only in Economy class at LTC-80 fare or less.
- (c) Between Delhi / Amritsar and any place in J&K by any airlines in Economy class at LTC-80 fare or less.

Journey for these non-entitled employees from their Headquarters up to Kolkata/ Guwahati/ Chennai/ Bhubaneswar/ Delhi/ Amritsar will have to be undertaken as per their entitlement.

- (vi) Air travel by non-entitled officers to NER, J&K and A&N is allowed whether they avail the normal anywhere in India LTC or in lieu of the Home Town LTC as permitted.
- (vii) Air Tickets are to be purchased directly from the airlines (Booking counters, website of airlines) or by utilizing the service of Authorized Travel Agents viz. 'M/s Balmer Lawrie & Company', 'M/s Ashok Travels & Tours' and 'IRCTC' (to the extent IRCTC is authorized as per DoPT's O.M. No. 31011/6/2002-Estt.(A) dated 02.12.2009) while undertaking LTC journey. Booking of tickets through other agencies is not permitted.

3. Efforts should be made by the Government servants to book the air tickets at the cheapest fare possible. All the Ministries/ Departments are advised to bring it to the notice of all their employees that any misuse of LTC will be viewed seriously and the employees will be liable for appropriate action under the rules. In order to keep a check on any kind of misuse of LTC, Ministries/ Departments are advised to randomly get some of the air tickets submitted by the officials verified from the Airlines concerned with regard to the actual cost of air travel vis-a-vis the cost indicated on the air tickets submitted by the officials.


(Mukesh Chaturvedi)
Director (Establishment)
dire-dopt@gov.in

To
The Secretaries
All Ministries/Departments of Government of India
(As per the standard list)

Copy to:-

1. Comptroller & Auditor General of India, New Delhi.
2. Union Public Service Commission, New Delhi.

Contd...

From pre-page:

3. Central Vigilance Commission, New Delhi.
4. Central Bureau of Investigations, New Delhi.
5. Parliament Library, New Delhi.
6. All Union Territory Administrations.
7. Lok Sabha/Rajya Sabha Secretariat.
8. All attached and Subordinate Offices of Ministry of Personnel, P.G. & Pensions.
9. ✓ NIC, DoP&T with the request to upload this OM on Department's website
(OMs/Orders→Establishment→ LTC Rules)
10. Hindi section for Hindi version.

No. 31011/ 3/ 2014-Estt.(A-IV)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
Establishment(A-IV) Desk

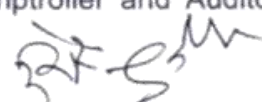
North Block, New Delhi-110 001
Dated: September 9, 2016

OFFICE MEMORANDUM

**Subject:- Central Civil Services (Leave Travel Concession) Rules, 1988 —
Relaxation to travel by air to visit NER, J&K and A&N.**

The undersigned is directed to refer to this Department's O.M. of even no. dated 26.09.2014 on the subject noted above and to say that relaxation of CCS (LTC) Rules, 1988, to allow Government servants to travel by air to North East Region (NER), Jammu and Kashmir (J&K) and Andaman & Nicobar Islands (A&N) is extended for a further period of two years, w.e.f. 26th September, 2016 subject to the following conditions:

- (a) Travel by air to continue to be performed by Air India in Economy class at LTC-80 fare or less.
 - (b) For journey by air to Jammu & Kashmir, travel by any airline is allowed, however, the journey should be undertaken in Economy class at a fare less than or equal to LTC-80 fare of Air India.
 - (c) The condition that air tickets can be purchased either directly from the airlines (booking counters/website) or through authorized agents only viz., 'M/s Balmer Lawrie and Co. Ltd.', 'M/s Ashok Travels and Tours Ltd.' and 'IRCTC' (to the extent IRCTC is authorized as per DoPT's O.M. No. 31011/6/2002-Estt.(A) dated 02.12.2009), shall necessarily apply.
 - (d) Efforts should be made by the Government servants to book the air tickets at the cheapest fare possible. All the Ministries/ Departments are advised to bring it to the notice of all their employees that any misuse of LTC will be viewed seriously and the employees will be liable for appropriate action under the rules. In order to keep a check on any kind of misuse of LTC, Ministries/ Departments are advised to randomly get some of the air tickets submitted by the officials verified from the Airlines concerned with regard to the actual cost of air travel vis-a-vis the cost indicated on the air tickets submitted by the officials.
2. All other conditions prescribed in this Department's O.M. of even no. dated 26.09.2014 shall continue to apply.
3. In their application to the staff serving in the Indian Audit and Accounts Department, this order issues after consultation with the Comptroller and Auditor General of India.


(Mukesh Chaturvedi)
Director(Establishment)
Ph: 23093176

To
The Secretaries of All Ministries/Departments of Government of India
(As per the standard list)

Contd...

: 2 :

From pre-page:

Copy to:-

1. Comptroller & Auditor General of India, New Delhi.
2. Union Public Service Commission, New Delhi.
3. Central Vigilance Commission, New Delhi.
4. Central Bureau of Investigations, New Delhi.
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6. All Union Territory Administrations.
7. Lok Sabha/Rajya Sabha Secretariat.
8. All attached and Subordinate Offices of Ministry of Personnel, P.G. & Pensions.
9. ✓ NIC, DoP&T with the request to upload this OM on Department's website
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10. Hindi section for Hindi version