



VEERMATA JIJABAI TECHNOLOGICAL INSTITUTE, MUMBAI, 400 019

MINUTES

of 51st Meeting of

Board of Governors of VJTI, Mumbai

held on

26th September, 2018 at 11.00 a.m. at **Director's Office, VJTI Mumbai 400019**

Members Present

1	Smt Sandra Shroff	Chairperson
2	Prof Dhiren R Patel	Member Secretary
3	Dr Mangesh V Joshi	Member
4	Dr R D Daruwala	Member
5	Prof D B Phatak	Member
6	Prof Prachi Gharpure	Member
7	Shri Dinanath Kholkar	Invitee (Joined through Video link)
8	Shri Umesh Gupta	Invitee
9	Shri Digant Kapadia	Invitee
10	Dr V M Topkar	Invitee

Principal Secretary, HTE-GoM, Dr V N Gupchup, Dr O G Kakde, Dr S G Bhirud could not attend due to other engagements (and granted leave of absence).

At the outset, Prof Dhiren Patel, Director VJTI welcomed all the members to the 51st meeting of BoG of VJTI Mumbai. Formal agenda items were taken up and the following matters were discussed, deliberated and decisions taken:

Item No 51.1 Confirmation of Minutes of 50th BoG Meeting held on 24th April 2018

BoG confirmed the minutes of 50th meeting held on 24th April 2018.

Item No 51.2 Action taken report on Minutes of the 50th Meeting

BoG took on record action taken report and expressed satisfaction on actions taken.

DR Patel

[Signature]

BoG made the following observations:

- Outsourcing of work of accounts (50.4)

As decided in the 50th BoG meeting (agenda item 4), the work of keeping accounts was given to the external agency. However, due to resistance and intervention from union, outsourcing was suspended and taken up by internal staff on extra payment basis.

Board expressed concerns about union's intervention and negligence, incompetence and ir-responsibility of the existing staff. BoG has stressed upon necessity of maintaining the accounts with accuracy, keeping track of all receivables, investments, expenditures and timely compliance of all statutory requirements. Board suggested strict monitoring of the progress of work and responsible staff, and recommended appoint Officer on Special Duty (qualified experienced accounting – e.g. MCom degree) at the earliest.

- Institute level faculty (with PhD) on tenure basis (50.8)

BoG appreciated the efforts for appointing tenure faculty with doctoral qualifications, Board has emphasized on quality of teaching and research (co-supervising PhD and publishing papers) from tenure faculty. It was suggested that their continuation should be based on the evaluation of teaching, research and development activities. BoG has recommended doing such recruitment drive every semester. BoG has also appreciated recruiting technical non-teaching staff (with BTech qualification) in all departments and stressed upon strict performance evaluation.

Item No 51.3 Report of Activities at VJTI since last Meeting by Director

Director, VJTI appraised the BoG about the activities and achievements, particularly about admissions for AY 2018-19, exam result and placement statistics, grants under external schemes, earnings through consultancy etc.

Board recommended to go for special drive for refurbishment, repair, scrap removal and creating better ambience.

BoG observed the following:

- PG program in Textile Technology

Considering poor admission record for few years for Textile Technology program, Board suggested that program should be revamped considering recent trends in textile engineering and design, and asked to pursue industry handholding.

- Revision in curriculum of UG and PG

Board members suggested revision and revamping in curriculum with input from all stake holders and inclusion of liberal arts courses, industry 4.0 courses - Data Science, fractional credit interdisciplinary courses, besides mandatory internships to all UG students. BoG has suggested to organize curriculum workshops involving members from IITs, top Industries and Alumni (Recently graduated).

BoG has emphasized on identifying touch-points in industry with whom students can work on industry relevant projects and industry internships.

BoG has deliberated and accepted VJTI organizational and approved appointments of various Faculty In-charges with monthly honorarium of Rs 2500/-.

Item No 51.4 Case of sexual harassment of May 2018

BoG noted the events and appreciated actions taken by the Director in handling this case considering sensitivity and privacy considerations, and asked to expedite pending enquiry/case if any. BoG has asked to strengthen Campus Security, CCTV coverage in entire campus and implementation of Code of Conduct for curbing mob representations and social media circulation from insiders.

Item No 51.5 Code of Conduct

BoG endorsed the initiative of putting in place the Code of Conduct. Director requested the Board members to provide their inputs on the draft Code of Conduct for finalization and implementation. During the discussion, BoG suggested that exit feedback from of students at the end of every semester with instructor evaluation for every course should be made mandatory.

Item No 51.6 To take on record Minutes of 43rd BCC

BoG took on record Minutes of 43rd BCC held on June 18, 2018. BoG thanked Mrs Sandra Shroff, Chairperson for fully sponsoring construction of Bio-digester plant through CSR activity of UPL.

Item No 51.7 To take on record Minutes of Meetings of 11th and 12th Academic Council

BoG took on record Minutes of Academic Council held on April 23, 2018 and on July 30, 2018. BoG has emphasized on clarity on admission policies (at Diploma, UG, PG, PhD) and curriculum revision through Outcome Base Education, alumni, industry, and curriculum workshops.

Item No 51.8 Payment of remuneration for conduct of Examination and Assessment

BoG approved in principle the proposal of giving remuneration to employees for conduction of examination and assessment. BoG recommended that,

- The rates of remuneration shall be on lump-sum basis per division of UG and PG rather than number of answerbooks evaluated
- Centralized process with masking of answer-books be followed
- All expenses for conduct of examination, assessment and certification and the proposed remuneration shall be limited to examination fees collected.

Item No 51.9 Applications for leave

a. Application for special child care leave

DR Patel

BoG did not approve the child care leave to Dr Deepa Raisinghani if it is outside of existing norms of Maharashtra Government. She may avail commuted leave, if any to her credit.

b. Deputation of faculty for PhD on study leave

BoG approved study leave for completion of PhD to following faculty members subject to DTE approval:

- Ms Swati Chopade: July 18 to June 21
- Ms Sonali Ajankar: July 19 to June 22
- Ms Archana Pai: July 19 to June 22
- Mr R S Kadge: Dec 18 to May 19

BoG observed that a policy should be in place as to the number of faculty members being deputed from same department simultaneously to avoid shortfall in teaching faculty.

BoG noted the internal faculty members admitted to PhD program at VJTI during AY 2018-19.

BoG expressed concerns about those faculty members deputed for PhD with leave and/or other benefits from the Institute and have failed to comply/complete the same. BoG has asked to start process of recovery against such members as per the agreement/bond.

Item No 51.10	Fees for Post graduate Programs
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BoG approved of the proposal that fees revised in the AY 2017-18 be retained in AY 2018-19 instead of increasing fees again in 2018-19 on par with UG programs. BoG noted that our PG fees are currently lowest in the state and suggested that no reduction be applied till DTE gives formal mandate to do so.

Item No 51.11	Nomination on BoG and Finance Committee
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- a. BoG approved nomination of following faculty members on BoG as teachers' representatives on BoG for the period of two years (1st Oct 2018 – 30 Sept 2020)
- Dr Meena S Panse, Professor, Electrical Engg Dept.
 - Dr M R Nagre, Associate Professor, Production Department
- b. BoG approved proposal of extending term of existing Chartered Accountants Shri Sadanand Apte and Shri Sanjay Dongre on Finance Committee for further period of two years.

Item No 51.12	Appointment of Dy Director, Registrar and Deans
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BoG took a note of appointments done by the Director.

Dr Patel

BoG strongly objected to the representation received from faulty members regarding appointment of Dy Director. In this regard, BoG reconfirmed that Director is empowered to appoint/nominate/select Dy. Director, Deans, HoDs and other In-charges. BoG strongly condemned this representation and further stressed that faculty/staff members should never get involved in such lobbying/canvassing activity

Item No 51.13	Diploma Examination Rules & Procedures
BoG approved 'Diploma Examination Rules and Procedures (October 2017)' as recommended by Diploma Board of Studies. BoG has also suggested to appoint faculty I/C – T&P for Diploma programs with special thrust on internships.	

Item No 51.14	Appointment and salary hike of Class III and Class IV employees on contract basis
BoG accepted the proposal in principle and recommended that a Committee be formed to work out the re-structuring of salaries for them, However, BoG has emphasized that salary rise should be linked with quality/contribution to institute (measured through performance evaluation) rather than only years of service. BoG has accepted Governments RRs (June 2017 year 3 No 55/, year 3 No 55/2, and Feb 2018 year 4 No 22/) for minimum qualification for promotion and recruitment.	

Item No 51. 15	VJTI Endowment Fund- Alumni Association
BoG approved in principle, the proposal for setting up Endowment Fund through VJTI Heritage Foundation as not-for-profit section 8 company, on the lines of IIT Bombay. Alumni Association shall prepare complete proposal and submit for consideration of the Board. BoG has recommended that for any donor giving INR 10.00 lacs for refurbishment/construction/donation to lab etc. is to be acknowledged by mentioning on plaque outside/at that place.	

Item No 51.16	Any other Item with the permission of Chairperson
<p>a. Compensation to Prof Rakshit</p> <p>BoG approved the release of payments of Earned leave encashment (rs 5,62,157), employee's own contribution to DCPS including interest (Rs 10,04,781) and also arrears of 6th pay-scale withheld and kept along with DCPS contribution including interest (Rs 2,61,413).</p> <p>Dy. Director informed that there are four other faculty members whose appointments are yet to be approved and they will be retiring after 20-25 years of service.</p>	

DR Patel

BoG advised that opinion of legal advisor be sought to determine terminal benefits and Institute contribution payable in such cases. Members should be asked to get DTE approval within prescribed time limit (5 years) and failing that they will be subject to special service conditions/separate fund.

b. Donation from Mrs Agashe

Director informed that wife of ex-faculty member Dr S N Agashe has donated Rs 14.50 lakhs to be spent on mess bills of deserving candidates from Marathwada region.

BoG advised that Institute should communicate to Mrs Agashe for such generous donation.

c. Naming of rooms / halls

Names of donors can be displayed at appropriate place, in a standardized manner only in cases where the single donation is of more than Rs 10 lacs.

d. Thanks to Prof Bhole, Prof Daruwala and Prof Topkar

BoG appreciated contribution as Board members for last two years of Prof Bhole who has retired from service on 31st July 2018 and Prof Daruwala.

BoG also appreciated contribution of Prof Topkar as Dy Director who will be retiring on 31st October 2018.

Meeting ended with thanks to Chair.

DR Patel — Panda R. Info
3 Oct-2018