

**Minutes of the FORTY EIGHTH MEETING of the Board of Governors VJTI Mumbai**  
**held on Friday, 8<sup>th</sup> September, 2017**

The 48th meeting of Board of Governors of VJTI Mumbai held on 8<sup>th</sup> September, 2017 at 2.00 pm in the Board Room, Director office of VJTI. The following members were present:-

Smt. Sandra R. Shroff	Chairperson
Dr. Mangesh V. Joshi	Member
Dr. Prachi Gharpure	Member
Dr. R. D. Daruwala	Member
Dr. G. P. Bhole	Member
Dr. Dhiren R. Patel	Member Secretary

Dr. Sitaram Kunte, Principal Secretary - Higher & Technical Education - Govt. of Maharashtra, Dr. N. Singh, UGC and Dr. Deepak B. Pathak of IITBombay could not attend the meeting.

**Item No.1 : Confirmation of Minutes of the 47<sup>th</sup> BoG meeting held on March 29, 2017.**

Minutes of the 47<sup>th</sup> BoG meeting held on March 29, 2017, were confirmed.

**Item No.2 : Action taken report on Minutes of the 47<sup>th</sup> BoG meeting**

BoG noted and expressed satisfaction on the actions taken on the report of Minutes of the 47<sup>th</sup> BoG meeting held on March 29, 2017 and of special BoG meeting of May 15, 2017 as well. (Annexure 1 – Action taken Report )

**Item No.3 : Appraisal report (past 3 months) by Director**

The Director presented appraisal report with plans towards excellence and improvement of NIRF rank of VJTI. Presentation has very well reflected the progress of the Institute in the recent past, VJTI opening and closing ranks and trend of UG admissions of 2017, activities and developments in various units/sections/departments of VJTI, plans for faculty inspiration and inclusion, recruitment and approval of new rosters, status of Civil works / Infrastructure projects, alumni contributions to the institute, students achievements etc.

3.1 The Chairperson and board members have appreciated the efforts and satisfaction about steps taken by the Director. .

3.2 The Chairperson and board members have appreciated the efforts and contribution by Alumni association and instructed to place the same on record.

**Item No.4 : Discussion and resolutions on Strengthening Teaching-Learning Practices at VJTI (TEQIP III – plans and policies, VJTI transformation initiative with TCS, Approving**

*DR Patel*

**Ph.D. Supervisors, Ph.D. scholarships/incentives, Faculty and Staff recruitment, seeking support from MHRD for PG/Ph.D. programs, Industry-Institute collaborations, International collaborations, Induction of NRI/other seats etc.)**

Director appraised the BoG on the steps taken and plans for strengthening Teaching-Learning practices at VJTI.

4.1 Under TEQIP III project, VJTI will be getting INR 7.00 crores from NPIU. BoG approved the distribution of fund for the following activities as per directives of NPIU and Worldbank.

Sr. No	Activity Head	Allocation in INR Lacs
1	Procurement of Goods for Teaching, Training and Learning facilities	350.00
2	Assistantships to existing and new Ph.D. Students	135.00
3	Enhancement of Research and Development and Institutional Consultancy Activities	45.00
4	Faculty and staff development for improved competence based on TNA	46.00
5	Enhanced Interaction with Industry	10.00
6	Institutional Management Capacity enhancement	10.00
7.	Implementation of Institutional reforms	26.00
8.	Academic support for weak students	8.00
9.	Incremental operating Cost	70.00
	Total	700.00

BoG further approved the distribution of component 1 (Procurement - INR 350 lacs) to the various Departments based on the student intake and PG programs.

4.2 The BoG appreciated VJTI transformation initiative by TCS. Under this activity, TCS is engaged to facilitate and improve teaching learning practices, campus infrastructure, institute-industry interface, institute culture change, institute visibility and perception, and alumni coverage to attain greater satisfaction level of stakeholders. BoG suggested that all stakeholders (viz. faculty, staff and students of VJTI) should participate actively in this initiative.

4.3 Director placed draft minutes of 10<sup>th</sup> academic council meeting of VJTI before the BoG (Annexure 2 – Minutes of 10<sup>th</sup> Academic Council meeting). Following are deliberated and resolved by the BoG:

*D. Patel*

4.3.1 All PhD qualified faculty members appointed in the institute on UG, Diploma and PG programs shall be recognized as PhD guide subject to fulfilment of requirements of PhD guide of University of Mumbai.

4.3.2 BoG approved stipend of Rs. 18000/- per month to be paid to maximum one full time PhD scholar per department as per budget provision. Accordingly in TEQIP III, two admission cycles of PhD scholarships will be supported at similar rate.

4.3.3 BoG approved academic council recommendation to start new PhD programs in Computer Applications, Basic sciences, Mathematics, Humanities and Social science disciplines and inclusion of IT in CSE and EXTC in Electronics, subject to fulfilment of requirement of University of Mumbai..

4.4 It is resolved that VJTI should go ahead for recruitment of faculty and staff with full efforts and resolve the matter of vacant positions with the DTE/Principal Secretary, Higher and Technical Education, Govt. of Maharashtra.

For the staff positions, Registrar and Dean Administration should expedite the process by implementing Regional Office's remarks and suggestions on roster (Ref: 3/June/2017).

It is also resolved to identify and create faculty positions for the un-aided courses and prepare separate service conditions for un-aided faculty positions at VJTI. A committee will be constituted to draft the rules for these positions.

4.5 Members have deliberated on pursuing MHRD for seeking the support for PG/PhD programs. BoG has empowered Director to take it up with HRM-MHRD. This includes PhD scholarships, salary grant for PG faculty, laboratory up-gradation and accommodation for PhD scholars on campus.

4.6 BoG emphasized on strengthening Industry-institute interactions, International collaborations, outreach activities and Research activities. BoG extended its full support and empowered Director to pursue these initiatives involving senior faculty members of VJTI.

4.7 BoG approved to initiate the process for NRI/other quota at VJTI so that it can be inducted from the academic year 2018-19.

4.8 BoG resolved to implement recommendation of Academic council about implementing the process of self-declaration by faculty members on past and future plans for R&D and teaching at the beginning of every academic year. BoG has suggested to adopt suitable monitoring mechanism for the same.

4.9 The members acknowledged and appreciated the achievement of Dr. Kaushik Choudhary – VJTI alumni, on winning US Presidential Award of USD 1M.

**Item No.5 : Discussion and approval of BCC meeting minutes, Infrastructure status and budget provision (new Girls hostel, PG hostel, Multi-Purpose complex, Faculty tower, Bio-Waste compost plant, Other necessities for students and staff etc.), Deans/associate Deans and In-charges (Scope, Accountability, Honorarium, etc.)**

*DA Patel*

*[Signature]*

5.1 BoG discussed major decisions taken in BCC meetings, meeting with Architects for PG hostel and Multi-purpose complex and accepted them. BoG members deliberated on minutes of last two BCC meetings, and approved these minutes with a suggestion to save cost wherever possible in on-going and new infra projects. (Annexure 3 – BCC minutes).

5.2 For PG hostel, BoG has resolved that within the given budget (State government grant of Rs. 35 crores), this hostel be made habitable (fully furnished and functional with installation of all utilities including mess/dining facilities). BoG has expressed serious concern about delay in execution of PG hostel project and asked to expedite this project.

5.3 BoG has approved budget provision for the Multi-purpose complex (Rs. 15 crores) and a Faculty tower (Rs. 20 crores) from VJTI reserve fund. Bog has also suggested to start work on faculty tower soon. Budget provisions are approved for Bio-waste compost plant and Renovation of toilet blocks in academic and hostels as recommended by BCC.

5.3 BoG deliberated on scope of Deans/Associate Deans and In-charges to make VJTI better governed, green and clean. BoG members approved Director's proposal of inducting faculty, staff and students to own responsibilities of small-small domains across VJTI for better governance. About 40 such responsibilities are identified (e.g. Gardening, Guest house – reservation and upkeep, Waste & Compost management, Drinking water-Academic area, Drinking water-Hostels, Auditorium and seminar hall usage, Campus Automation etc.). BoG empowered Director to nominate In-charges. It is further resolved that one faculty or staff and one student should be involved in each type of responsibility and they should be paid honorarium of Rs.500/- per month (faculty member/staff) and Rs. 300/- per month (student member) respectively. Periodical review of the same can be reported to BoG.

5.5 BoG members deliberated on student necessities regarding fund distributions for various activities viz; Racing club, Robo club, Aero club, Satellite club etc. BoG empowered Director to allocate requisite fund in consultation with concerned faculty coordinator, dean student welfare and students.

**Item No.6 : Discussion on PG fees and other academic reforms.**

BoG deliberated on the issues raised due to increase in the fees from academic year 2017-18 and re-endorsed the fee hike for PG programs. The board members showed their concerns about the affordability of the increased fee by the needy and poor students.

6.1 BoG has resolved to constitute a committee to frame the rules for offering the scholarship/concession in fees to needy and poor students of PG programs.

6.2 BoG deliberated on summer internships of VJTI students, and resolved to provide and facilitate VJTI's own students' summer internship within VJTI with stipend of Rs. 10,000/- per student/group per discipline each summer.

6.3 To overcome acute faculty shortage, BoG has resolved to take services of Ph.D. students as Visiting faculty for time being and pay them accordingly without compromising their PhD

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progress and quality (applicable to PhD scholars of second year and onwards and those who are not getting any scholarships).

**Item No.7 : Approval of lien for 2 years to Dr. B E Narkhede as per his request, related reforms for faculty and staff.**

7.1 Case of Dr B E Narkhede is discussed in the BoG and it is resolved that approval of lien for 2 years be given to him as per the norms of Government of Maharashtra.

7.2 BoG has resolved that a committee shall be constituted to frame the rules for availing Sabbatical leave and special leaves.

**Item No.8 : Supporting staff/Contractual Staff issues – Policies regarding increase in salary, institute level promotion and discussion on their other demands.**

BoG deliberated on issues of non-teaching, regular and contractual staff and their requests for salary increase, promotion etc.

8.1 BoG has resolved that for increase of pay demand by regular staff, prevailing rules will only be applicable. Promotion can be given as per prevailing norms only after fulfilling prescribed qualification/experience criteria. A special committee headed by the Registrar will look into institute level promotion for non-teaching staff and submit report to BoG.

8.2 BoG resolved that for increase in wages of supporting staff/contractual staff, max. wages can be given up to 26 days instead of present 22 days, with a condition of addition of one hour duty per day and/or one day over weekends.

**Items from the Chairperson:**

**Item No.9 : Prerequisite for establishment of TBI at VJTI under DST-NIDHI Initiative**

BoG acknowledged DST project grant of Rs. 8.08 crores for establishment of Technology based Incubation centre at VJTI under NIDHI-TBI project of Govt. of India. BoG has no objection for running an Incubation centre at VJTI with this DST-NIDHI funding. BoG has resolved to set up a separate not-for-profit society/trust for the same as per requirement of DST.

It is further resolved that a built up space of 20,000 sqft shall be earmarked at VJTI Matunga campus for hosting this Incubation Centre. By this resolution, the BoG authorizes Director of the Institute and BoG Chair Person to take up any further steps to complete the formalities in this regard.

**Item No. 10: Streamlining Campus Automation Software contract**

BoG discussed this matter at length, and it was agreed and resolved that the contract should be awarded to competent lowest bidder by following institute procurement process. As per the recommendation of committee constituted for the same, contract is to be awarded to M/s MasterSoft ERP Solutions Pvt Ltd. at lump sum of Rs 97,64,572/- for 5 years duration (inclusive of all taxes— with yearly/quarterly payment schedule as per defined scope and SLA).

*DR Patel*

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**Item No. 11: Faculty grievances cases of Dr Arup Rakshit, Mrs. Swati Kulkarni, Mrs. Jayalaxami and related matters**

11.1 BoG deliberated on the grievances submitted by Dr Arup Rakshit. BoG suggested expediting approval process from MH-DTE for Dr Arup Rakshit. Alternatively, a special committee (with member from MH-Pension Pay & Accounts) will form rules for DCPS for such cases (retiring from VJTI without MH-DTE approval).

11.2 BoG deliberated on requests of Mrs. Swati Kulkarni and Mrs. Jayalaxmi Chandale about role back. The same committee (as of 7.2 without MH-Pension member) will look into requests of Mrs. Swati and Mrs. Jayalaxmi and submit report to BoG.

11.3 BoG has further resolved that the faculty who could not complete Ph.D. within stipulated period after promotion or joining, the rules and regulations of AICTE shall be applied to all such cases with immediate effect as applicable. BoG further suggested that all faculty members of VJTI should upgrade qualification and strive to complete PhD.

**Item No.12: Discussion and resolution regarding the complaint by Rector of Girl's Hostel.**

Information received from the Rector of Girls hostel and draft report of Women Cell on the same were discussed in the meeting. The report suggests that mature person/senior faculty are required for hostel administration. Board members emphasized on strict implementation of entry rules to hostels, particularly the girls' hostels. Mentoring is required for all faculty, staff and students, about behaviour with the opposite sex.

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

*DR Patel*

*Sandhu R. Patel*

**Director, VJTI (Member Secretary to BoG VJTI Mumbai)**

*Sandhu R. Patel*

**Chair Person, BoG VJTI Mumbai**

