



VEERMATA JIJABAI TECHNOLOGICAL INSTITUTE, MUMBAI, 400 019

Minutes
of 50th Meeting of

Board of Governors of VJTI, Mumbai

held on 24th April, 2018 at 2.30 p.m.

At **Director's Office, VJTI**

1	Smt Sandra Shroff	Chairperson
2	Prof Dhiren R Patel	Director and Member Secretary
3	Dr Mangesh V Joshi	Member
4	Dr R D Daruwala	Member
5	Dr G P Bhole	Member
6	Dr O G Kakde	Invitee
7	Mr Umesh Gupta (Alumni)	Invitee
8	Mr Digant Kapadia (Alumni)	Invitee
9	Dr V M Topkar	Invitee
10	Dr S G Bhirud	Invitee

Principal Secretary, HTE, GoM, Mr. Sitaram Kunte, Dr Deepak Phatak, Dr Prachi Gharpure, Dr V N Gupchup, Mr Dinanat Kholkar could not attend due to other engagements.

At the outset, Prof Dhiren Patel, Director of VJTI welcomed all the members to the 50th meeting of BoG VJTI Mumbai. Formal agenda items were taken up and the following matters were considered, deliberated and decisions taken:

Item No 1	Confirmation of Minutes of 49th Meeting
BoG confirmed the minutes of 49 th meeting held on Jan 23, 2018.	

Item No 2	Action taken report on Minutes of the 49th Meeting
Board took on record action taken report and expressed satisfaction on action taken. BoG made following observations:	
<ul style="list-style-type: none">Guidelines and Rules for Girls' Hostel are accepted for immediate implementation.	

DR Patel

Sandra R. Kunte

- Special Leave to faculty:

Mr. S. A. Patil, faculty of Textile Engineering Dept. has gone on study leave to USA and not reported back after completion of the leave period of three years. He has now requested for extension of six months for completion of PhD.

Board approved further leave of 6 months without pay from expiry of three years period.

- Ratification of approval given on mail regarding Convocation

BoG ratified the decision communicated by the Board members on email regarding approval of lists of candidates qualified for award of diplomas in the convocation held on 23.02.2018 and degree certificate distribution.

Item No 3	Report of Activities at VJTI since last Meeting
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Director VJTI appraised the BoG about the activities and achievements of VJTI since last meeting of BoG. Board was happy with the overall progress and in particular for VJTI's inclusion in NIRF 2018 ranking (95th rank), VJTI getting additional Rs 10.0 Crores from NPIU TEQIP III (Rs. 7.00 Crores for mentoring one more institute and Rs. 3.00 Crores for CoE upgradation), NRI/PIO quota approval of AICTE and NBA visits.

Item No 4	Take on record minutes of 35th meeting of the Finance Committee
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BoG took on record Minutes of the 35th Meeting of Finance Committee and approved following recommendations of the Finance Committee:

- Closure of eight bank accounts (and merging) and transferring balance of funds to appropriate accounts as mentioned in Annexure 1 of the Minutes
- Expenditure incurred in excess of budgetary provisions of previous year for items mentioned under Item No 5 of the Minutes
- Revision in electricity and other charges for hostels from academic year 2018-19 as recommended under Item No 5 of the Minutes

Outsourcing of accounts:

BoG accepted the proposal of outsourcing the accounts related activities of VJTI. Board suggested to include filing of returns to Income tax and to Charity Commissioner in scope of work.

BoG suggested that a Committee be formed immediately to evaluate the proposals received from three agencies and make recommendation to the Director. Board authorized the Director to take final decision based on the recommendations of the Committee.

Appointment of Internal Auditor:

It was proposed to avail and extend services of an internal auditor for the purposes of all financial transactions, reviewing operating effectiveness of internal controls, checking accuracy of tax compliances, reviewing MIS reports and anything else that is necessary.

Board approved appointment of M/S H A Y & Associates as internal Auditors for FY

D. A. Patel

Sandhya R. K. R.

2018-19 for fees of Rs 10 lakhs p.a.

Appointment of Statutory Auditor:

Board did not approve of increase in fees of statutory auditor for FY 2016-17. However, board suggested that if the auditor has provided additional services other than original scope of work, he may be paid for such services separately.

Board approved revised fees for FY 2017-18 of Rs 2.50 lakhs.

Item No 5 To consider and approve budget for FY 2018-19

Board approved the Budget for the FY 2018-19 as presented along with suggested revisions.

Item No 6 To consider report of the Committee regarding PG fees

Board deliberated on recommendations of the Committee and recommended that instead of concession in other fees as suggested by the committee, PG students be permitted to pay fees in installments on case to case basis.

Item No 7 To consider and approve promotion chain for non-teaching staff

Board received and approved the committee recommendations regarding promotion chain for non-teaching staff based on sanctioned positions as per rules.

Item No 8 To consider creation of Institute level Faculty positions on tenure basis

To improve Teaching-Learning and Research at VJTI, Board approved creation of teaching posts (professors / associate professor / assistant professor) at the Institute level for a term of three to five years (extension subject to performance review every academic year) and qualified technical staff. The candidates should have an earned PhD qualification and age not more than 55 years.

Board also approved revision in honorarium for tenure/contract/visiting faculty as under:

Candidates with Ph D degree – Rs 65,000 to 70,000 p.m.

Candidates with M Tech degree with 5 years experience – Rs 50,000 p.m.

Candidates with M Tech degree with 2 years experience – Rs 45,000 p.m.

Candidate with M Tech/M Phil degree – Rs 40,000 p.m.

(For Sciences/Humanities department, candidate with M Phil degree are desirable else capped at Rs. 30,000 to Rs. 35,000 p.m. for MSc degree with relevant experience).

Experience will be considered only if it is in VJTI or NITs/IITs/TIFR or other similar Institutes. Honorarium once fixed will be same for that academic year.

Board has approved External Visiting faculty honorarium from CFTIs/abroad Universities (Faculty with PhD degree) at minimum Rs, 2000 per lecture of 1 hr and Rs. 1000 per lab hour, to be capped at Rs 5000 per day and Travel on actual by train. (if trip is for minimum two days, economy class low air fare can be paid).

In light of recent NBA visits and its exit reports about VJTI, the BoG deliberated on the

D R Patel

Sandeep R. Patil

requirement of skilled non-teaching Technical staff and recommended that qualified technical staff be appointed at institute level with minimum BE/BTech degree in Engineering departments and MSc degree in Science departments.

Board approved the following honorarium for such contractual non-teaching (technical staff) as under:

Candidates with BE/BTech degree: Rs. 25,000 to Rs. 35,000 p.m. based on experience

Candidate with MSc degree: Rs. 20,000 to Rs. 30,000 p.m. based on experience

Honorarium once fixed will be same for that academic year.

Board also approved need for appointment of Registrar at institute level.

Item No 9	To take on record Minutes of Academic Council held on 23.04.2018
Director VJTI informed the Board about the Academic Council meeting held on 23.04.2018 and accepted academic reforms and outcome subject to final minutes of AC.	

Item No 10	To consider request received from Union/s
Board did not approve the demand of Union to provide interest free loan to mess workers who are in temporary service of Hostel Mess.	

Item No 11	Any other Item with the permission of Chairperson
11.1	TEQIP Governance Development plan (GDP) Board approved the GDP.
11.2	TEQIP Modification in procurement plan Board approved the allocation sanctioned against new Institute and also modification in procurement plan as tabled.
11.3	Terminal benefits to Prof A K Rakshit Board discussed the issue of non-approval of the appointment of Prof Rakshit. It was recorded that if the DTE approval is not received till the time of his retirement in May 2018, Institute cannot pay as per government norms, however may pay DCPS contribution, gratuity and leave encashment from Institute funds at appropriate rates as decided by the committee for the task.

Meeting is ended with Thanks to Chair.

DR Patel
Director-VJTI (Member Secretary, BoG - VJTI Mumbai)

Jandaz R. [Signature]
Chairperson, BoG - VJTI Mumbai

