

Indian Institute of Information Technology Surat

Minutes of the 4th meeting of the Governing Body of Indian Institute of Information Technology Surat held by circulation (vide letter No.F.No.73-2/2017-TS1 dated 13th July 2020). The secretary (HE) in his capacity as the Chairperson of the Governing Body of IIT Surat has approved the following and the same is recorded as minutes of the 4th meeting of Governing Body.

GB 4.01	To confirm the minutes of the 3 rd meeting of Governing Body held on 31 st May 2019. Annexure – I The GB is requested to confirm
Decision of the Governing Body	Approved
GB 4.02	<p>Action Taken Report on the minutes of the 3rd meeting of Governing Body.</p> <p>GB 3.01: The governing body advised the institute to initiate the process of recruiting the sanction faculty and non-faculty positions immediately as per requirements of the Institute. The recruitment and promotion rules applicable to various posts and panel of experts be sent for approval by circulation. No post of laboratory assistant exists as per RPN as it has been merged and redesignated as Junior Assistant. Necessary amendments may be carried out in advertisements through corrigendum.</p> <p>Action Taken: The recruitment rules for faculty and non-faculty position were prepared and approved by the GB by circulation. The advertisement for the recruitment of faculty and non-faculty positions was released, on All-India basis, on 20-08-2019. The last date for the submission of the application for various posts was 26-09-2019. The applications were screened and scrutinized by the duly constituted committees, separately for faculty and non-faculty positions. The personal interview for the position of Deputy Registrar and Library Information Assistant was conducted on 24-11-2019 by the selection committee. The names of the candidates selected for the position of Deputy Registrar and Library Information Assistant are presented in the sealed covers.</p> <p>Written test was conducted for the positions of Junior Assistant (Office), Junior Assistant (Lab) and Assistant Professor (in ECE & CSE) on 22-12-2019. The candidates for Assistant Professor were shortlisted after the written test in respective subjects. Personal interview was conducted on 23rd and 24th Dec. 2019 for shortlisted candidates for the position of Assistant Professor in ECE and CSE. The minutes of the selection committee is presented in sealed covers. Based on performance in the written test candidates for the position of Junior Assistant (Office) were shortlisted for appearing in the computer typing test on 2nd Jan. 2020. The minutes of the selection committee is presented in the sealed covers for the consideration of Governing Body.</p> <p>Governing Body is requested to approve the selections made in the recruitment process of faculty and non-faculty positions. Details of recruitment rules, advertisements and outcome are given in Annexures – IIA, IIB, IIC & IID</p> <p>Temporary contractual appointment of 2 Assistant Professors and 6 Teaching Assistants were made on 17th August 2019 to take up teaching/lab workload during the period of regular recruitment process.</p>
Decision of the Governing Body	The selection of Assistant Professors in CSE Dept., Library Information Assistant and Deputy Registrar is approved. It is also suggested that for the remaining posts where Selection Committee

	could not find any candidate suitable for the post i.e. Assistant professor (ECE) and the post of Junior Assistant (Office) may be re-advertised.
	<p>GB 3.05: Constitution of Senate: Governing Body resolved to constitute the Senate and advised the institute to send the list of people whom GB can nominate for the Senate:</p> <p>Action Taken: The list of academicians was sent to GB. Following academicians were nominated:</p> <ol style="list-style-type: none"> 1. Prof. Umesh Bellur, Dept. of Computer Science and Engineering, IIT, Bombay 2. Prof. N.C. Shivaprakash, Dept. of Instrumentation, IISc, Bangalore 3. Prof. Agnikumar Vedeshwar, Dept. of Physics, University of Delhi, New Delhi. <p>Some of the Senior faculty in SVNIT have been appointed as in-charge deans and they were considered as members of Senate</p> <ol style="list-style-type: none"> 1. Prof. (Smt.) Upena D. Dalal, i/c Dean (Academic), IIIT-Surat 2. Prof. V.H. Pradhan, i/c Dean (Student Welfare), IIIT-Surat <p>Following heads of the departments were also included as member of Senate</p> <ol style="list-style-type: none"> 1. Prof. M.A. Zaveri, i/c Head, Dept. of Computer Science and Engineering, IIIT-Surat. 2. Dr. J.N. Sarvaiya, I/c Head, Dept. of Electronics and communication Engineering, IIIT-Surat <p>Following personalities were nominated u/s 18(f) of IIIT-Act “three persons who are not the members of teaching staff co-opted by the Senate for their specialized knowledge”:</p> <ol style="list-style-type: none"> 1. Sri. Anand Desai, Chairman – CII, Southern Gujarat Zonal Council, 710/SNS Business Park, Udana, Surat – 395007 2. Sri. Sharaschandra Shetty, Vice President & Head of Electrical (E & M) Division, Reliance Industries Ltd., Hazira, Surat. 3. Sri. B. Harish Kamath, General Manager, Hewlett-Packard, Global Delivery India Centre, HP Avenue, Electronics City – 2, Bangalore – 560100. <p>In the meeting held on 31st July 2019, the academic rules of the Institute were approved. The copy of the Academic Rules is enclosed for the information of the Governing Body as Annexure - IIIA The minutes of the first meeting of the senate is enclosed as Annexure – IIIB The Governing Body is requested to consider.</p>
Decision of the Governing Body	Constitution of Senate Approved.
GB 4.03	<p>Payment of usage charges to SVNIT: SVNIT is the mentoring institute of IIIT-Surat. The academic activities were commenced in June 2017 and since then theory and laboratory classes are conducted by using the facilities available in the SVNIT campus. Theory classes are conducted in Class-Room-Complex of SVNIT, whereas laboratory sessions are conducted in Electronics and communication Engineering and Computer Science & Engineering departments, which are in new spatial buildings. All computer laboratories are equipped with computers purchased by IIIT-Surat. Meanwhile, the old building of Electronics Engineering was renovated by IIIT-Surat for repositioning its office and rooms for Director, faculty members and one laboratory. The expense of ₹4.56 lakh for renovation was paid by the Institute. Recently, Director of SVNIT sent a letter (See Annexure – IVA & IVB) stating that in the meeting of BoG of SVNIT it was decided to collect 25% of the tuition fees from IIIT-Surat for using the facilities in the campus. At present there are 346 students and total fee collected per year is ₹4.29 crore, accordingly the amount to be paid, as per SVNIT demand, is ₹ 1.07 crore. This amount is very high and a burden for IIIT under PPP mode. It may be noted that SVNIT has not given any</p>

	<p>building exclusively for developing infrastructure like labs and class rooms, although it was assured by them during the visit of site selection committee during Jan. 2019.</p> <p>Institute is liable to pay energy bills, telephone bills and token fixed amount for having used the facilities. The employees of SVNIT are paid remuneration for their additional service in IIIT-Surat. Further, hostel admission fee, rent, mess bill and maintenance fees are directly collected by SVNIT, from the IIIT students. The Governing Body is requested to advice.</p>						
Decision of the Governing Body	The matter is under examination in the Ministry, hence, the agenda item may be deferred. The decision taken will be ratified in the next GB.						
GB 4.04	<p>Faculty requirement and recruitment</p> <p>The permanent faculty of SVNIT used to engage theory and laboratory class against payment of remuneration as per the approved rates. With the commencement of 4th year B.Tech., there is sharp increase in the teaching and laboratory workload. Thus, Institute needs following additional number of faculty to be appointed with 7th CPC pay scales as given below:</p>						
	Humanities sanctioned	Computer Science and Engineering		Electronics and Communication Engg.		Total strength	Pay scale under 7th CPC
		Sanctioned	Required	Sanctioned	Required		
Assistant Professor Grade-II (On Contract) 7 th CPC Pay level 10:	02	04	03	04	03	16	₹ 57700-98200/-
Assistant Professor Grade-II (On Contract) 7 th CPC Pay level 11:	--	--	01	--	01	02	₹68900 - ₹117200
Assistant Professor Grade-I 7 th CPC Pay level 12:	--	--	01	--	01	02	₹101500 - 167400/-
Associate Professor 7 th CPC Pay level 13A2:	--	--	01	--	01	02	₹139600 - 211300/-
Professor 7 th CPC pay level 14A:	--	--	01	--	01	02	₹144200 - 211800/-
Total	02	04	07	04	07	24	--

These appointments can be made in phases as per requirement of the institute. The recruitment rules pertaining to these positions are submitted in the **Annexure – V** for the approval of the Governing body. When all positions are filled the estimated annual expenditure will be ₹ 3.50 crore. GB is requested to approve the faculty requirement of the Institute and grant permission to initialize the recruitment process immediately.

Decision of the Governing Body

A total of 12 faculty positions approved.

Designation	Computer Science and Engineering (no. of posts)	Electronics and Communication Engineering (no. of posts)
Assistant Professor Grade-II (On contract) 7 th CPC pay level 10:	03	03
Assistant Professor Grade-II (On Contract) 7 th CPC Pay level 11:	01	01
Assistant Professor Grade-I 7 th CPC Pay level 12:	01	01
Associate Professor 7 th CPC Pay level 13A2:	01	01
Total (12)	06	06

Following changes in recruitment rules may be carried out:

Proposed by the Institute	Changes proposed by Ministry
<p>Pg.2 6. Saving:</p> <p>Nothing in these rules shall affect reservation, relaxations of the age limit and other concessions required to the provided for the candidates belonging to the scheduled castes, scheduled tribes, other backward classes, ex-servicemen and other special categories with the orders issued by the central government from time to time in this regard. These rules affect all appointments or promotion to higher post to be made.</p>	<p>6.Saving:</p> <p>A line as under may be added at the end of the paragraph:</p> <p>These Rules shall also not affect the recruitments already made or for which recruitment process has already commenced; but any appointment or promotion to higher post proposed to be made or made subsequent to the notification of these Recruitment Rules will be governed by these RRs.</p>

	<p>Pg.3</p> <p>8. Period of probation, if any:</p> <p>Two years from the date of reporting for duty. This may be extended by the decision of Board of Governors / Governing Body.</p>	<p>8.Period of probation, if any: A line at the end may be added-</p> <p>Two years from the date of reporting for duty. This may be extended by the decision of Board of Governors / Governing Body on recommendation of the Committee constituted for the purpose.</p>
<p>Pg.10</p> <p>Professor</p> <p>7th CPC pay level 14A: ₹159100 - ₹220200/-</p> <p>One or patents; supervised more than three students for Ph.D., preparing E-learning material. At least one self-financed short-term course offered every year. Strong liaison with Industry; Offering significant support to institute management; High value sponsored or consultancy projects.</p>	<p>Professor</p> <p>7th CPC pay level 14A: ₹159100 - ₹220200/-</p> <p>Word <u>more</u> may be added in the first line</p> <p>One or more patents; supervised more than three students for Ph.D., preparing E-learning material. At least one self-financed short-term course offered every year. Strong liaison with Industry; Offering significant support to institute management; High value sponsored or consultancy projects.</p>	

GB 4.05

Non-faculty requirement and recruitment

The institute requires following non-faculty for office and administration of the institute:

Position	Sanctioned	Additional Required	Total	Pay scale under 7 th CPC
Junior Assistant (office)	02	02	04	₹21700-69100
Junior Assistant (Lab)	02	02	04	₹21700-69100
Junior Technician (Systems)	--	01	01	₹21700-69100
Junior Hindi Assistant Gr.I	--	01	01	₹29200-92300
Junior Engineer (Architect)	--	01	01	₹35,400- 1,12,400
Library Information Assistant/officer	01	--	01	₹35,400- 1,12,400
Assistant Executive Engineer (Architect)	--	01	01	₹44900 -1,42,400
Deputy Registrar (Admin)	01	--	01	₹78800- 2,09,200
Deputy Registrar (A/cs)	01	--	01	₹78800- 2,09,200
Total	07	08	15	

In the preceding recruitment process, Institute could not get candidates for the post of Junior Assistant (office) with essential qualification of type writing skills. In the case of Junior Assistant (office) Gujarat Government has recently notified the increase in the upper age limit to 35 years (**Annexure – VIA**). Similar age relaxation in the recruitment of Junior Assistant (Office and Lab) would be helpful in getting qualified and experienced candidates. The updated Recruitment rules is submitted (**Annexure – VIB**) for the consideration of GB. Governing Body is requested to consider.

Decision of the Governing Body	<p>A total of 07 non-faculty posts have been approved as under:</p> <table border="1" data-bbox="327 271 1394 551"> <thead> <tr> <th data-bbox="327 271 995 309">Position</th> <th data-bbox="995 271 1394 309">No. of Posts</th> </tr> </thead> <tbody> <tr> <td data-bbox="327 309 995 347">Junior Assistant (Office)</td> <td data-bbox="995 309 1394 347">02</td> </tr> <tr> <td data-bbox="327 347 995 385">Junior Assistant (Lab)</td> <td data-bbox="995 347 1394 385">02</td> </tr> <tr> <td data-bbox="327 385 995 423">Junior Technician (Systems)</td> <td data-bbox="995 385 1394 423">01</td> </tr> <tr> <td data-bbox="327 423 995 461">Junior Engineer (Architect)</td> <td data-bbox="995 423 1394 461">01</td> </tr> <tr> <td data-bbox="327 461 995 499">Assistant Executive Engineer (Architect)</td> <td data-bbox="995 461 1394 499">01</td> </tr> <tr> <td data-bbox="327 499 995 551">Total</td> <td data-bbox="995 499 1394 551">07</td> </tr> </tbody> </table> <p>For the post of Junior Hindi Assistant Gr. I it is advised that the recruitment may be done on outsource basis as done earlier for Data Entry Operator and Attendant as approved in the 2nd GB meeting.</p> <p>Proposal for increase in the age limit of Junior Assistant (Office and Lab) to 35 years in accordance to be Government of Gujarat notification is approved.</p>	Position	No. of Posts	Junior Assistant (Office)	02	Junior Assistant (Lab)	02	Junior Technician (Systems)	01	Junior Engineer (Architect)	01	Assistant Executive Engineer (Architect)	01	Total	07
Position	No. of Posts														
Junior Assistant (Office)	02														
Junior Assistant (Lab)	02														
Junior Technician (Systems)	01														
Junior Engineer (Architect)	01														
Assistant Executive Engineer (Architect)	01														
Total	07														
GB 4.06	<p>Statute for administration of the Institute:</p> <p>Statute is prepared comprising rules and regulations of appointment, facilities for faculty, non-faculty and administrative staff, leave facilities, conduct rules, etc., required for the general administration of the Institute. The draft statute is enclosed as Annexure – VII. The Governing Body is Requested to consider.</p>														
Decision of the Governing Body	<p>Institute is advised to examine the approved statutes of any IIIT (PPP) which have been notified in the Gazette and send for approval again.</p>														
GB 4.07	<p>Any other matter with permission of the Chair.</p> <p>Nil</p>														