



IIT PALAKKAD

Indian Institute of Technology Palakkad

Minutes of the 10th Meeting of Board of Governors

Minutes of the tenth BoG meeting of the Indian Institute of Technology Palakkad held on 30th April 2021 at 14.30 Hrs through video conferencing is furnished below. The following members attended the meeting.

1.	Shri. Ramesh Venkateswaran	Chairperson
2.	Prof. P. B. Sunil Kumar	Director, Ex-officio Member
3.	Dr. Subbaiah Shanmugam	Member
4.	Shri. Raghu Verabelli,	Member
5.	Prof. P. S. Mehta	Member
6.	Prof. S. H. Kulkarni	Member
7.	Col S Chakraborty (Retd)	Secretary

Shri. Rakesh Ranjan, Dr. V Venu, Shri. Amit Satija and Prof. L. S. Ganesh could not attend the meeting due to prior commitments. Comments on the Agenda Items received from the Technical Division, MoE, through email on 30 Apr 2021 are attached at **Annexure 13**.

Procedural Matters

BoG 10.1	Welcome address by the Chairman.
	<p>The Chairman welcomed the members to the 10th Meeting of the Board of Governors of IIT Palakkad. He said he was hoping that this meeting would be held on campus but unfortunately it could not be so due to the ongoing Covid situation.</p> <p>He was happy to note that the meetings were being held every quarter. He then requested the Director to proceed with the agenda items.</p>
BoG 10.2	Confirmation of the minutes of the Ninth Meeting of Board of Governors of IIT Palakkad held on 26th February 2021 at 2.30 PM. (Annexure - 1)
	The minutes of the 9th meeting of the Board of Governors of IIT Palakkad were confirmed.

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BoG 10.3	Presentation of the Director's overview report.
	<p>The Director made a presentation regarding the progress of the Institute and its future plans. He gave a brief overview of the various course programmes and the planned intake of students in the next academic session. He highlighted the plan by the IIT Palakkad charitable trust to distribute laptops to the needy students and the announcement of an annual UG research and Innovation award by the Alumni Cell of the Institute. The progress made so far in bringing students to the campus to complete their laboratory courses was summarised.</p> <p>The Director also presented the key points from the survey conducted by students on COVID related stress that the students are experiencing. He mentioned that continuously sitting in front of the computer, to do online courses and exams, and not being able to discuss with their peers are stressing the students out.</p> <p>He informed the members about the status of revision of B.Tech regulations and expressed confidence in getting it completed by July 2021.</p> <p>The interaction with industry leaders planned to be held at different cities is put on hold due to the prevailing COVID situation.</p> <p>The members were informed about the MoU signed by IIT Palakkad with the Université de Bretagne Sud, France on a joint Ph.D. program campaigned by Dr. Satyajit Das, and with the Government Engineering College Palakkad, Sreekrishnapuram (GEC Palakkad) for academic collaboration.</p> <p>He briefed the members on the progress of the ongoing construction work in the permanent campus. Steps to speed up construction in the light of the present COVID situation and accompanying labour issues were discussed.</p> <p>The Chairman and other members noted the salient aspects of the presentation and appreciated the progress made by the institute in various spheres. The members also shared the concern about the delay in achieving the targets set for construction activities in the main campus.</p>

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BoG 10.4	<p>To note the action taken report of 9th BoG of IIT Palakkad.</p> <p><i>a) Item 9.12: External Peer of disciplines:</i></p> <p>The consent from members was obtained and committees are set up as given in Annexure 2. The committees are informed to submit the final report by the end of June 2021. The following additional members were added, due to the non-availability of some of the members in the list approved by the 9th BoG.</p> <p>Humanities and Social Sciences</p> <ol style="list-style-type: none">1. Prof. A.R. Venkatachalapathy, MIDS, Chennai <p>Mechanical Engineering</p> <ol style="list-style-type: none">2. Prof. S. S. Joshi, Mechanical Engineering, IIT Bombay.3. Prof. C Balaji, Mechanical Engineering, IIT Madras. <p>Physics</p> <ol style="list-style-type: none">4. Prof. Abhishek Dhar, ICTS-TIFR, Bengaluru <p><i>b) Item 9.22: Grant of NOC from the institute for incorporation of a private limited company by faculty members.</i></p> <p>As suggested by the 9th BoG, a draft lease agreement, to be signed by the faculty for obtaining NOC from the institute for setting up startup companies, was circulated among the BoG members and finalised. The final version of the lease agreement is attached.</p> <p style="text-align: right;">(Annexure - 3)</p>
	The Board noted the actions taken.

Items for Consideration and Approval

BoG 10.5	<p>To consider and approve the panel of experts for the selection of faculty in the discipline of Mathematics and Data Sciences.</p> <p style="text-align: right;">(Annexure - 4)</p>
	The Board considered and approved the panel of experts.

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BoG 10.6	<p>To consider and approve the board nominees in the committees for selection of non-teaching staff in the following Group A and Group B non-teaching staff posts:</p> <ul style="list-style-type: none">(a) Assistant Registrar, L-10, Group A(b) Horticulture Officer, L-10, Group A(c) Counsellor, L-10, Group A(d) Physical Training Instructor, L-6, Group B <p style="text-align: right;">(Annexure - 5)</p>
	<p>The Board considered and approved the panel for board nominees in the committees for selection of non-teaching staff in Group A and Group B posts.</p>
BoG 10.7	<p>To consider and approve the provision of free accommodation for faculty candidates who are appearing for the interview at Palakkad.</p>
	<p>The proposal of providing free accommodation for faculty candidates, who were appearing for interview at Palakkad, was considered. It is pointed out that in order to attract good candidates, who will be getting offers from many places, there is a need to make a strong positive first impression about the institute. We should also be able to convey a feeling that they are wanted by the institute. Offering to host them at the institute cost is a small step in this direction.</p> <p>Taking into account the recommendation of the 9th FC, the board approved to provide guest house accommodation to the candidates at nominal charges whenever available. If staying in hotels was unavoidable the institute will use funds available from IRG or other non-governmental sources for the same as suggested by the FC.</p>
BoG 10.8	<p>To consider and approve the terms for the faculty mobility under Inter-IIT faculty exchange scheme.</p> <p style="text-align: right;">(Annexure - 6)</p>
	<p>The Board considered the terms for the Inter-IIT faculty exchange program presented by the institute and taking into account the recommendation of the 9th FC, decided to approve the same with the condition that it will be reviewed after a period of three years.</p>



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BoG 10.9	<p>To consider and approve the allowances for external members of the various institute-level committees.</p> <p style="text-align: right;">(Annexure - 7)</p> <hr/> <p>The Board considered the proposal on allowances for external members of the various institute-level committees and taking note of the recommendation of the 9th FC, decided to approve the allowances.</p> <p>The Chairman BoG, Dr. Subbiah Shanmugam, and Mr. Raghu Verabelli, recused themselves during the discussion on this agenda item.</p>
BoG 10.10	<p>To consider and approve the appointment request of Prof. Varadharajan Muruganandam, as Visiting Professor at IIT Palakkad for a period of one year from 01/08/2021.</p> <p style="text-align: right;">(Annexure - 8)</p> <hr/> <p>The Board considered and approved the appointment of Prof. Varadharajan Muruganandam, as a Visiting Professor at IIT Palakkad for a period of one year from 01/08/2021.</p>

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BoG 10.11	<p>To consider and approve the start-up and incubation policy of the institute.</p> <p>IIT Palakkad encourages its students and staff members (both teaching and non-teaching members) to work on their innovative projects and startup ideas. In order to streamline these activities, a draft policy has been prepared. Specifically, the policies which concern the faculty and staff are as given below.</p> <p>Staff: After obtaining prior approval from the competent authority, the following can be considered for staff pursuing startup-related activities at any business incubator approved by the institute Innovation & Entrepreneurship council</p> <ul style="list-style-type: none"><input type="checkbox"/> Relaxation in office working hours.<input type="checkbox"/> Sanction of leave with and without pay as decided by the competent authority from time to time.<input type="checkbox"/> Participation in innovation and startup-related activities may be given due weightage during annual appraisal and promotion. <p>Faculty: Product development and commercialization as well as participating and nurturing of startups would now be added to a bucket of faculty-driven activities and each faculty would choose a mix and match of these activities (in addition to the minimum required teaching and guidance).</p> <ul style="list-style-type: none"><input type="checkbox"/> Faculty are allowed to spend up to 20% of their working hours on their start-up activities.<input type="checkbox"/> Any faculty who would like to spend more than 20% of their working hours for startup-related activities are required to obtain appropriate approval from the I&E council and the competent authority in advance.<input type="checkbox"/> Faculty may be allowed to avail of vacation leave outside the vacation period with prior approval from the competent authority for startup-related activities. While taking vacation leave outside the vacation period (i.e) during the academic semester, the faculty needs to ensure that there are no disruptions in his/her regular academic and administrative responsibilities.<input type="checkbox"/> Faculty can avail of sabbatical leave to work on their startup activities.<input type="checkbox"/> Participation in innovation and startup-related activities may be given due weightage during the faculty's annual appraisal and promotion. <p>The entire draft policy is enclosed as Annexure - 9</p>
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	<p>The Board considered and approved the start-up and incubation policy of the institute.</p> <p>The Board suggested that the terms of reference of the I&E council be presented to the BoG in its next meeting. The Director informed that the Chairman of the I&E council will report to the Director. He also informed the members that the equity is kept at a maximum of 9.5% in order to maximise the earning of the institute and at the same time satisfy the requirement of being less than the 10% limit, as applicable in case of a minor shareholder.</p>
BoG 10.12	<p>To consider and approve the extension of the contract of Col. Soumyabrata Chakraborty (Retd) as the Registrar of IIT Palakkad.</p> <p style="text-align: right;">(Annexure - 10)</p> <p>The BoG members noted the observation of the 9th FC that the original advertisement for the post was not clear on the conversion from deputation to contract appointment. The members approved the recommendation of the FC to extend the present contract of Col Chakraborty till the end of the year 2021 and issue a fresh call for the post following the norms set in the institute RPN. The members suggested that early action to be taken so that the new Registrar would be in place well in time.</p> <p>The Registrar recused himself from this discussion.</p>
BoG 10.13	<p>Appointment of Vigilance Officer.</p>
	<p>The Board discussed the difficulties faced by the institute in this regard. Being a new institution, there aren't enough senior people in the institute to form a panel of names as required by the ministry.</p> <p>It is suggested that the mode of appointment, and the duties and responsibilities of the vigilance officer, as given in the CVC guidelines, be sent to the Chairman BoG for recommending the necessary course of action.</p>



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Items for Noting/Reporting

BoG 10.14	To note the decision taken in the 15th Senate meeting held on 23rd April 2021. <p style="text-align: right;">(Annexure - 11)</p>
	The Board noted the decision taken in the 15th Senate meeting held on 23rd April 2021.
BoG 10.15	To note the summary of the 26th and 27th meeting of the Project Monitoring Committee for the permanent campus construction, held on 03/03/2021 and 07/04/2021. <p style="text-align: right;">(Annexure - 12)</p>
	The Board noted the summary of the 26th and 27th meeting of the Project Monitoring Committee for the permanent campus construction, held on 03/03/2021 and 07/04/2021.
BoG 10.16	To note the setting up of an Advisory Council for IIT Palakkad.
	The Chairman BoG made a detailed presentation on the background, the need and the plan of the IIT Palakkad Advisory Council which is now setup. He also briefed the members about the profile of the members of the council. The Board took note of the same.

Col S Chakraborty (Retd)
Secretary

Prof. S. H. Kulkarni
Member

Prof. P. S. Mehta
Member

Dr. Subbaiah Shanmugam
Member

Shri Raghu Verabelli R
Member

Prof. P. B. Sunil Kumar
Ex-officio Member

Shri Ramesh Venkateswaran
Chairperson