Dr. AMBEDKAR INSTITUTE OF TECHNOLOGY BANGALORE-560056

TEQIP-III

Minutes of meeting of the Standing Committee of Board of Governors (BOG) TEQIP-III meeting held on 26.12.2018 at 11.00 am in the Board Room of Dr. Ambedkar Institute of Technology, Bangalore-560056.

Members Present:

<table>
<thead>
<tr>
<th>Name of the Member</th>
<th>Designation</th>
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<tbody>
<tr>
<td>Shri. S. Mariswamy</td>
<td>Chairman, PVPWT</td>
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<tr>
<td>Shri. A. R. Krishnamurthy</td>
<td>Secretary/Managing Trustee, PVPWT</td>
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<tr>
<td>Shri. P.L. Nanjundaswamy</td>
<td>Treasurer, PVPWT</td>
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<td>Shri. S. Shivamallu</td>
<td>Trustee, PVPWT</td>
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<td>Dr. M. Mahadeva</td>
<td>Trustee, PVPWT</td>
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<tr>
<td>Dr. Shivaprakash</td>
<td>Professor, IISc</td>
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<tr>
<td>Dr. C. Nanjundaswamy</td>
<td>Principal, Dr. AIT</td>
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<tr>
<td>Dr. Ramapati Mishra</td>
<td>Director, IET, Ayodhya</td>
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<tr>
<td>Dr. Jyothi Koujalagi</td>
<td>Prof. &amp; HOD, EEE</td>
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<tr>
<td>Dr. M. Meenakshi</td>
<td>Prof. &amp; HOD, EI &amp; Dean(Academic)</td>
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<tr>
<td>Dr. K.M. Narayanappa</td>
<td>Prof. &amp; I/C HOD, ME</td>
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<tr>
<td>Dr. Siddaraju</td>
<td>Prof. &amp; HOD, CSE</td>
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<tr>
<td>Dr. G.V. Jayaramaiah</td>
<td>Prof. &amp; HOD, ECE</td>
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<tr>
<td>Dr. B. Shivakumarswamy</td>
<td>Prof. &amp; HOD, CV</td>
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<tr>
<td>Dr. G. Rajendra</td>
<td>CoE, Prof. &amp; HOD, IEM</td>
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<tr>
<td>Dr. M.V. Vijaykumar</td>
<td>Prof. &amp; HOD, ISE and Nodal Officer (Procurement)</td>
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<tr>
<td>Name</td>
<td>Position</td>
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<tr>
<td>Dr. C.R. Yamunadevi</td>
<td>Prof. &amp; HOD, TCE</td>
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<tr>
<td>Dr. K.J. Shanthi</td>
<td>Prof. &amp; HOD, ML</td>
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<tr>
<td>Dr. C.E. Nanjundappa</td>
<td>Prof. &amp; HOD, Mathematics</td>
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<tr>
<td>Dr. B. Veenadevi</td>
<td>Prof. &amp; HOD, Chemistry</td>
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<tr>
<td>Dr. Mahalinga V. Mandi</td>
<td>Prof., ECE &amp; Coordinator – TEQIP-III</td>
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<tr>
<td>Dr. Nandini Prasad K.S</td>
<td>Prof., ISE &amp; Nodal officer (Academic)</td>
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<tr>
<td>Dr. Ramesh S</td>
<td>Prof., ECE &amp; Nodal officer (Finance)</td>
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<tr>
<td>Dr. K.N. Anuradha</td>
<td>Prof., Physics &amp; Nodal officer (EAP); I/C HOD, Physics</td>
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<tr>
<td>Smt. C.A. Malagan</td>
<td>Chief Librarian</td>
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<tr>
<td>Mr. Varun S P</td>
<td>M.Tech Student(Civil)</td>
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**Leave of absence:**

1. Dr. M. Girish Chandra, Principal Scientist, TCS - Member

Sri S. Mariswamy, Chairman, BoG, welcomed all the BOG members to the meeting with special mention of Dr. Ramapati Mishra, Director, IET, Ayodhya and request the Principal to present the agenda. Principal welcomed all the BoG members and requested the coordinator Dr. Mahalinga V. Mandi to seek confirmation of the decision of 3rd BoG meeting held on 09.06.2018 and to present the agenda of the 4th BOG meeting.

Dr. Mahalinga V. Mandi, Coordinator, TEQIP-III welcomed the members of the BoG and presented the action taken report.

Dr. M Mahadeva, Trustee/BoG member, observed that the percentage of SC/ST students who had taken GATE 2018 examination was very low. He suggested that the college should provide more support, additional mentoring to SC/ST
students and spread awareness with respect to facilities available under TEQIP-III in this regard and motivate these students. He expected to have substantial number of students under this category in future.

Dr. Shivaprakash observed that the total number of students who have cleared GATE-2018 was very low and suggested to provide GATE coaching to students from external experts in addition to NPIU empanelled service providers. He advised to take up some activities mainly in respect of girl students under Equity Action Plan (EAP). In this regard, Dr. M Mahadeva, Trustee directed to enhance EAP plan and execute it at the earliest as per the action plan submitted to NPIU.

Dr. M Mahadeva, Trustee/BoG member, suggested to felicitate the faculty who have obtained additional degree after their Ph.D and who have obtained patents. Dr. Shivaprakash spoke about licensing of patents and suggested to encourage more faculty members to file patents to protect the IPRs. He advised that at least each department should file one patent per year. He asked to establish IP (Intellectual Property) cell and I-I-I (Industry Institute Interaction) cell in the college. In reply to this, Principal informed the members that the Institution has established I-I-I cell and agreed to establish IP cell at the earliest.

Dr. Shivaprakash informed the HoDs to have brainstorming sessions with the faculty members at least once in 15 days with respect to research activities at the department level and suggested that all faculty members should be deputed to Industry for internships for a minimum of 2 weeks per year.

Dr. Shivaprakash suggested to create labs in every department in next 5 years that would be funded by the Industry or the Alumni or by AICTE, DST etc. for the benefit of students.

Shri. S. Shivamallu, Trustee/BoG member, informed the Principal to come out with an institutional organization structure to nominate senior faculty for various academic and administrative posts such as Deans.
Shri. S. Shivamallu, Trustee also questioned as to when BOG was not being held for the last 6 months.

Dr. Shivaparakash congratulated the Institution on securing 1.18 points in the 1st performance audit conducted from 26th to 28th Aug. 2018 by Dr. V.M. Gadre, Professor, IIT Bombay based on overall performance, which is the best score among the TEQIP-III funded Institutions in Karnataka and top 5 in India. He also suggested to use the amount from our funds for payment for TEQIP-III activities if there is any delay in receiving funds from NPIU.

The BoG members were of the opinion that the progress in procurement component is not satisfactory, as no money has been spent on procurement so far. To speed up the process of procurement, Shri. S. Mariswamy, Chairman, BoG, nominated Dr. Siddaraju, Prof. & HoD, CSE department in place of Dr. M.V. Vijaykumar, Prof. & HoD, Department of ISE as Nodal Officer (Procurement) with immediate effect.

Shri. S. Shivamallu, Trustee/BoG member, suggested for reconstitution of purchase committee as decided in the BoG meeting held on 09.06.2018 for TEQIP-III.

Shri. S. Shivamallu, Trustee/BoG member, suggested to identify faculty/staff members who have not attended even one workshop/FDP/SDP etc. in TEQIP-III and to depute them to attend workshop/FDP/SDP. He also recommended to organize in-house Technical competition for students of Dr.AIT in the month of March 2019 and to invite students of Schools & PU colleges to visit the same.

Dr. Shivaparakash suggested that the placement officer of AIT should help the students of IET, Ayodhya (Mentee Institution) to improve their employability. He suggested to have separate MIS (Management Information System) for Academics, Administration and finance in order to have the information at one place. He advised that the outcome of internship and project should be published
as Research papers in reputed journals. He also suggested that, it is preferable if students carry the same topic for M.Tech internship as main project.

Shri. S. Shivamallu, Trustee/BoG member, recommended to avail external assistance for MIS and legal startup cell.

Dr. Shivaprakash suggested to all the HoDs to present department wise activities carried out under TEQIP-III for each component from the forthcoming BOG.

With these discussions, the minutes of meeting held on 09-06-2018 was read confirmed.

Dr. Mishra thanked the trust and other BoG members for inviting him to the BoG meeting.

AGENDA-1: PROCUREMENT OF GOODS

A) Approval for procurement of equipment to various department

The committee noted the progress of procurement and informed the purchase committee to verify and approve all the pending procurement files by following NPIU norms. The committee also directed the Principal, Coordinator and Nodal officer (Procurement) to meet the target fixed by the NPIU.

AGENDA-2: ACADEMIC PROCESSES

1.3.2.1 - IMPROVE STUDENT LEARNING

A) Ratification for in-house workshop/Training programs/ Preparation for GATE organized for students by various Departments

After detailed discussion the committee ratified an expenditure of \textbf{Rs.}5,17,879/- (Rupees Five Lakh Seventeen Thousand Eight Hundred and Seventy Nine Only) towards in-house Workshop / Seminars / Training programs / Induction
Programs for first year students conducted by EEE, ECE & Dr.AIT at Dr.AIT campus.

**B) Ratification for students who have attended Conferences/Short term Program / Technical Championship Competition**

The committee ratified **Rs.31,362/-** (Rupees Thirty One Thousand Three Hundred and Sixty Two Only) for students from various departments for attending conferences and short term training program and Technoxian championship competition at various places.

**1.3.2.2 – RESEARCH ASSISTANTSHIP**

**A) Ratification to provide research assistantship to full time Ph.D Scholars.**

An amount of **Rs.2,88,000/-** (Rupees Two Lakhs Eighty Eight Thousand only) has been ratified by the committee towards assistantship of four Ph.D scholars from May 2018 to August 2018 from the department of ECE, TCE, ME and Mathematics. An amount of **Rs. 5,04,000/-** (Rupees Five Lakhs Four Thousand only) was approved by the committee for release for as assistantship to the same four research scholars from September 2018 to March 2019.

**1.3.2.3 - GRADUATES EMPLOYABILITY**

**Ratification for Finishing School conducted by various departments**

Ratification was given from BoG for a total amount of **Rs.1,83,429/-** (Rupees One Lakh Eighty Three Thousand Four Hundred and Twenty Nine Only) incurred towards organizing finishing schools by various departments to final year UG students.
1.3.2.4 - FACULTY/STAFF DEVELOPMENT and MOTIVATION

A) Ratification for faculty who have attended Faculty Development Program (FDP) / Workshop / National Seminar / National & International Conference

After detailed discussion, the committee ratified the expenses of Rs.9,55,583/- (Rupees Nine Lakh Fifty Five Thousand Five Hundred and Eighty Three Only) towards the faculty members from various department who have attended Faculty Development Program (FDP) / Workshop / National Seminar / National & International Conference etc. at various places.

B) Ratification for staff who have attended Staff Development Program (SDP) / National Conference / Workshop

The committee ratified an expenditure of Rs.8,32,428/- (Rupees Eight Lakh Thirty Two Thousand Four Hundred and Twenty Eight Only) towards staff members from various department who have attended SDP/Conference/Workshops etc. at various places.

B) Ratification for in-house workshop/Seminars/Training programs conducted by various departments

After detailed discussion the committee ratified Rs.12,36,688/- (Rupees Twelve Lakh Thirty Six Thousand Six Hundred and Eighty Eight Only) for In-house workshop/Seminars/Training programs etc. conducted by department of IEM, MECHANICAL, CSE, TCE, E&I, ISE, and ECE at Dr.AIT campus.

1.3.2.5 RESEARCH and DEVELOPMENT

A) Ratification for the patents processing fees and Research scholars attending National / International conferences and membership fee

The committee ratified an expenditure of Rs.1,98,853/- (Rupees One Lakh Ninety Eight Thousand Eight Hundred and Fifty Three Only) towards patent processing fees and an amount of Rs.7,500/- (Rupees Seven Thousand Five
Hundred Only) that towards registration fee for attending workshop by Research Scholars. An amount of Rs.15,100/- (Rupees Fifteen thousand one hundred only) has been paid towards Institution life time membership fee for Medical Electronics department.

1.3.2.6 - MOOCs and DIGITAL LEARNING

Ratification for in-house program organized in association with IIT Mumbai

After detailed discussion the committee ratified an expenditure of Rs.4,14,620/- (Rupees Four Lakh Fourteen Thousand Six Hundred and Twenty Only) for in-house training program titled “Remote Learning and MOOC and SciLab” organized jointly by Dr.AIT and IET, Ayodhya at Dr.AIT campus in association with IIT Mumbai.

1.3.2.7- MENTORING/TWINNING SYSTEM

A) Ratification for faculty who have visited the mentee/mentor institute

After detailed discussion the committee ratified an expenditure of Rs.3,95,107/- (Rupees Three Lakh Ninety Five Thousand One Hundred and Seven Only) towards the faculty from various departments of Dr. AIT (Mentor) who have visited IET, Ayodhya (Mentee institution) to guide the teaching faculty and students of mentee Institute. Faculty and students of mentee institute have visited Dr. AIT and attended the workshop which was organized by ECE & ISE department at Dr.AIT campus.

B) Approval for various twinning activities

The committee approved Rs.18.75 Lakhs for twinning activity as requested by the Twinning Coordinator, on the basis of the proposal to organize workshops/training programs, GATE coaching classes, startup activities, awareness workshops and other activities in mentee institution.
1.3.2.8 - REFORMS AND GOVERNANCE

After detailed discussion the committee ratified the expenditure of Rs.5,05,711/- (Rupees Five Lakh Five Thousand Seven Hundred and Eleven Only) incurred towards conducting BOS meetings of all departments for the year 2018 to review their academic curriculum and also for four senior faculty members who have attended the world summit on Accreditation (NBA) program at Delhi.

1.3.2.9 - MANAGEMENT CAPACITY DEVELOPMENT

Ratification for faculty who have attended TEQIP-III meeting and Good Governance Meeting

The committee ratified an expenditure of Rs.4,61,968/- (Rupees Four Lakh Sixty One Thousand Nine Hundred and Sixty Eight Only) towards Six senior faculty members who have attended Advanced Pedagogy and Management Capacity Building program at Gangtak, Sikkim.

1.3.2.11 - INDUSTRY-INSTITUTE INTERACTION

A) Ratification for in-house workshop conducted by EEE Department

After detailed discussion the committee ratified an expenditure of Rs.1,17,679/- (Rupees One Lakh Seventeen Thousand Six Hundred and Seventy Nine Only) for in-house workshop titled “Cutting edge technology in design and applications of transformers” organized by EEE department at Dr.AIT campus for faculty, UG & PG students under Industry Institute Interaction head.

B) Ratification for Industries visited by student and faculty of TCE Dept.

The committee ratified an expenditure of Rs.1,53,321/- (Rupees One Lakh Fifty Three Thousand Three Hundred and Twenty One Only) incurred as travel charges, accommodation & registration fee for the faculty and students of TCE
department have visited Institute of Satellite Telecom Private Limited, Pune and Regional Telecom Training Centre (RTTC) at Mysore.

C) Approval for providing financial assistance for internship to M.Tech students

The committee approved an expenditure of **Rs. 9,50,000/-** (Rupees Nine Lakh Fifty Thousand only) for all 95 PG students from 3rd Semester M.Tech for internship as these students are already carrying out their internship in various industries. It was approved to reimburse actual expenditure or the maximum of Rs.10,000/- whichever is less for each student for carrying out the internship with industry.

**AGENDA-3: OPERATING COST**

1.3.3.2 – OPERATIONS & MAINTENANCE OF EQUIPMENTS

The committee ratified an expenditure of **Rs. 9,429/-** (Rupees Nine Thousand Four hundred and Twenty nine only) and **Rs. 10,591/-** (Rupees Ten thousand five hundred ninety one only) paid to M/s Richo India Ltd and M/s Sumukha Office Solutions respectively towards AMC charges of Richo Xerox/Printer of TEQIP Office from July 2017 to August 2018.

1.3.3.3 – OFFICE EXPENSES

A) Ratification for amount spent towards office expenses

The committee ratified the expenditure of **Rs. 32,574/-** (Rupees Thirty Two thousand five hundred and seventy five only) incurred towards procurement of stationeries and other miscellaneous expenses of TEQIP office.

1.3.3.4 – MEETINGS

A) Ratification for expenditure incurred towards organizing meeting / statutory audit / Performance Audit / Performance review meeting

After discussion the committee ratified an expenditure of **Rs.3,82,584/-** (Rupees Three Lakh Eighty Two Thousand Five Hundred and Eighty Four only) incurred
towards organizing meeting / statutory audit / Performance Audit / Performance review meetings.

1.3.3.6 – SALARY

A) Ratification of salary paid to TEQIP-III staff

The committee ratified an expenditure of Rs.2,87,508/- (Rupees Two Lakh Eighty Seven Thousand Five Hundred and Eight Only) towards salary paid to Mr. Ranganath A.S, Program Manager and Mr. Sayyad Jilani, Accounts Manager in TEQIP-III towards salary from June to November 2018.

B) FINANCIAL MONTHLY REPORT (FMR):

After detailed discussion, the committee noted and approved the Financial Monthly Report (FMR) and details of the monthly expenditure incurred under all the heads, funds received, balance amount available as on 18th Dec., 2018.

ADDITIONAL AGENDA-1

Appointment of Manager (Accounts):

The committee ratified the appointment of Mr. Sayyad Jilani as Manager (Accounts) on a consolidated salary of Rs.40, 000/- (Forty Thousand only) per month under TEQIP-III w.e.f. 02nd Nov 2018.

ADDITIONAL AGENDA - 2

Hands on Training for UG Students on Electronics and Robotics:

The members discussed this subject at length and are of the opinion that this type of hands on training programme will help the students and faculty members to improve their skills in innovation, R&D in the respective fields.
After detailed discussion the committee approved the conducting of hands on training on Electronics, Components & Applications and prototyping of Robotics to all the 2nd and 3rd year students by following the norms of NPIU through PMSS.

While concluding, the Hon’ble Chairman, BoG expressed his displeasure about procurement progress and suggested the purchase committee to take necessary steps to expedite the process in order to meet the deadline given by NPIU.

Finally, the Chairman, BoG thanked all the members for their valuable suggestions. The meeting was concluded with vote of thanks to the chair.